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###### Article I. Recruitment

All chapters are expected to abide by the Unanimous Agreement found in the NPC Manual of Information. For details pertaining to the Pennsylvania State University refer to the Recruitment Policies.

###### Article II. Association and Initiation

The members of The Pennsylvania State University Panhellenic Association shall abide by the rules stated in the Panhellenic Compact of the NPC Unanimous Agreements.

###### Article III. Eligibility of Officers

1. All candidates for officer positions of the Panhellenic Association shall not have expected graduation dates falling prior to the expiration dates of their term of office.
2. All candidates must have been an initiated member of their organization by the semester prior to running for the Executive Board.
3. All candidates for Chairwomen, Coordinator, or committee members’ positions shall be an active member of a Regular or Associate member chapter represented in the Pennsylvania State University Panhellenic Association.
4. All candidates for Executive Board, Chairwomen, Coordinator, or Committee members (including recruitment counselors) of the Panhellenic Association should have a minimum 3.0 cumulative grade point average and maintain 3.0 cumulative GPA during their terms of office.
5. Per the Office of Student Activities policies, all officers must be full-time students (12 credits) for all semesters of their term.
6. All elected officers shall not serve as a member of their chapter Executive Board, nor may they serve in a position directly related to the Standards Board or Recruitment.
7. The Presidential candidates must have Panhellenic experience to the election. Panhellenic experience qualifies as having been a Panhellenic Council Officer, Chapter President, or Panhellenic Association Delegate.
8. The Vice President for Standards candidates must have served as Chapter President or Head of Chapter’s Judiciary Process, including Vice President for Standards and Vice President for Risk Management.
9. The Panhellenic Vice President for Membership must have previously served as through a recruitment related position.
10. The Vice President for Finance must have a sufficient background in business or finance.
11. The Vice President for Community Development and Vice President for Philanthropy must have prior community service and/or philanthropy experience within their chapter.
12. Associate chapter members are not able to hold the position of President, Executive Vice President, Vice President for Membership, or Vice President for Membership Development.

###### Article IV. Nomination Procedure

1. Nominations shall be open for all positions that are elected.
2. Nominations must be made by a Panhellenic Delegate in person at a designated Delegates Council meeting, or nominee must submit a written statement accepting her nomination to be read aloud at Delegates Council and submitted to the Panhellenic Association President or Advisor.
3. If the Panhellenic Executive Board, as the slate, determines there are not enough qualified applicants who apply for any position, the Panhellenic Council reserves the right to reopen nominations. If the Panhellenic Executive Board chooses to reopen nominations, they must share this will all chapter delegates and presidents within 24 hours of the application deadline. These nominated candidates will be expected to fill out an application and follow the rest of the election process. The application will be due within 7 days of reopening the nominations. The candidates are still expected to sign up for an interview time slot.
4. A candidate may be nominated for no more than two Executive Board positions, and must be nominated separately for both positions for which they intend to run.
5. If more than three candidates are nominated for a position, the slating committee will slate up to three qualified applicants. Slating procedures are as follows:
	1. The slating committee will be made up of the outgoing Panhellenic Executive Board. The Panhellenic Advisor will be able to sit in on slating discussions, but will have no vote or say.
	2. Each nominated candidates’ slating interview will be 10 minutes. The candidate must sign up for a slating interview with the respective Executive Board member who holds the position(s) they are running for. The Panhellenic President and a member from the Office of Fraternity and Sorority Life Staff may also be in the slating interview.
	3. Up to three candidates for each position will then be selected by the slating committee.
	4. The candidates will proceed to follow the election procedures.

###### Article V. Panhellenic Leadership

1. All slated candidates must meet (or have a phone conversation) with the current Panhellenic Officer of the respective position they are seeking prior to Elections to discuss the duties pertaining to the position. Should a candidate be nominated for more than one position, the candidate must meet (or have a phone conversation) with all current officers. If they do not, the candidate is not eligible to run for a position on the Panhellenic Executive Board.
	1. If slated for a position a candidate did not apply for, the candidate must still meet with the current Panhellenic officer prior to the elections.
2. The order of elections shall be the: President, Executive Vice President, Vice President for Standards, Vice President for Recruitment, Vice President for Communications, Vice President for Finance, Vice President for Membership, Vice President for Programming, Vice President for Community Development, Vice President for Philanthropy, and Vice President for Wellness. If elections is split over more than one day, the officers participating in each day of the election will be announced prior to the election.
3. Elections shall take place immediately following the designated positions’ speeches.
	* 1. Should a candidate run for more than one position, the candidate will give the speech for the position in order of the elections of the position.
		2. Campaigning is not permitted in any form; the only written communication shall be one bio page or personal resume, printed on one side, to be given out only at elections.
		3. Candidates for the positions of President, Executive Vice President, Vice President for Standards, Vice President for Recruitment, and Vice President for Membership will have a maximum of seven minutes to present their platform and explain their qualifications. Candidates for the positions of Vice President for Communications, Vice President for Finance, Vice President for Programming, Vice President for Community Development, Vice President for Philanthropy, and Vice President for Wellness will have a maximum of five minutes to present their platform and explain their qualifications. Following the presentation shall be a question and answer session by the Panhellenic Executive Board, Panhellenic presidents and delegates.
			1. President question and answer session will be capped at 20 minutes.
			2. Executive Vice President, Vice Presidents for Standards, Vice President for Recruitment, and Vice President for Membership question and answer session will be capped at 15 minutes.
			3. All other elected position question and answer sessions will be capped at 10 minutes.
		4. After the question and answer period, the Panhellenic delegates will place their vote. If the Panhellenic delegate cannot be present at elections, the designated alternate delegate approved by the EVP will be able to present their vote.
		5. The offices shall be filled by an election on a simple majority (51%) vote of the Council by secret ballot. In the event that more than two candidates run for office and no majority is reached, the candidate with the fewest votes will be dropped from the ballot. The Council will vote again, the process continuing until, between two candidates if necessary, a majority is reached. If a candidate has not reached a majority and there is no other candidate, nominations will be taken from the floor; elections for this position will follow the planned election
4. The incoming Panhellenic Association officers shall be installed by the outgoing Panhellenic President at an Induction Ceremony within four academic weeks of the election.

###### Article VI. Removal of an Officer

* 1. Disqualification of an officer can occur as the result of:
		1. An officer not performing her duties as described in Article IV.
		2. An officer performing her duties as described in Article IV to the dissatisfaction of the Panhellenic Advisor and/or Executive Board.
		3. Inappropriate conduct that reflects poorly on the Panhellenic Association.
	2. If an officer falls under consideration of **Article VI**, Section 1, the following steps should be taken by the Panhellenic Advisor and Panhellenic President:
		+ - 1. A conference between the officer in question and the Panhellenic Advisor and Panhellenic President shall be held for the purpose of discussing her performance.
				2. A second conference between the officer in question and the Panhellenic Advisor and Panhellenic President shall be held within a reasonable amount of time for the purpose of setting guidelines for the officer’s duties and possibly describing a probationary period set out in written form.
				3. If an officer is in violation of the guidelines or terms of probation, the Panhellenic Advisor and Panhellenic President together may ask for that officer’s resignation or may make the decision to disqualify the officer.
				4. If the officer in question is the Panhellenic President, then the Vice President for Standards and the Panhellenic Advisor will meet with the Panhellenic President following the steps outlined in **Article VI, Section 2**.
	3. In the event of the resignation or permanent disqualification of the President of The Pennsylvania State University Panhellenic Association: The Executive Vice President shall assume the duties of the office of President for an interim period. The Executive Vice President can apply for the position of President, but is not required to. During the interim period, nominations for a new President will take place at the next regular Panhellenic Association meeting. All nominated officers should submit an application by a date determined by the Panhellenic Council (suggested 5 days after the nomination date). The Panhellenic Council and Panhellenic Advisor will review applications and determine the qualified candidates to participate in an election and notify the candidates. Candidates will give a speech and follow the procedure outlined in the election procedures. The new Panhellenic President will be determined by a majority vote at the next Panhellenic Association meeting. The interim period will end after the new Panhellenic President is elected.
	4. In the event of resignation or permanent disqualification of the Executive Vice President, Vice President for Standards, or the Vice President for Membership of The Pennsylvania State University Panhellenic Association: Nominations for the new officer will take place at the next regular Panhellenic Association meeting. All nominated officers should submit an application by a date determined by the Panhellenic Council (suggested 5 days after the nomination date). The Panhellenic Council and Panhellenic Advisor will review applications and determine the qualified candidates to participate in an election and notify the candidates. Candidates will give a speech and follow the procedure outlined in the election procedures. The new officer will be determined by a majority vote at the next Panhellenic Association meeting.
	5. For any other elected officer not specified above, the President shall be empowered to appoint a replacement through an application/interview process, the replacement to be approved by the Council at the next regular Panhellenic Association meeting.

###### Article VII. Appointed Positions and Committees

The Panhellenic Association appointed positions shall be the Panhellenic Liaison for Greek Sing and Greek Week, Communications Committee, UPUA Representative, Assistant Programming Chair, and Junior Panhellenic. The appointment committee for the Panhellenic Liaison for Greek Sing and Greek Week shall consist of the newly elected Panhellenic Association President, the newly elected Vice President for Programming and the overall chairpersons from each special event.

**Section 1. Panhellenic Liaison for Greek Sing and Greek Week**

* 1. Candidates for the Panhellenic Liaison for Greek Sing and Greek Week must have served as an overall committee member or chapter chairwoman for Greek Sing and Greek Week. Candidates for this position may not serve on any other Special Events Overall Committee during their officer term.
	2. Be responsible for the accomplishments of Greek Sing and Greek Week.
	3. Shall work in a partnership with the committee Advisor and Overall Chairperson for each event, holding one another accountable to the mutual goals and objectives for the event. The Panhellenic Liaison to Greek Sing and Greek Week should have final say in all decisions.
	4. Shall submit a weekly report of activities to the Vice President for Programming
	5. Act as a liaison between each special event, the Greek community, and the Panhellenic Executive Council.
	6. Will announce and publicize all major events for each special event to the Panhellenic Executive Board, each Overall Committee, and the Panhellenic Community.
	7. Must serve on the selection committee, with the special event’s advisor, to choose the Overall Chairperson and the Overall Committee for each event.
	8. Be responsible for the integration of Greek members with each special event, including but not limited to assisting with Special Event applications and encouraging participation in all special event activities.
	9. Be responsible for generating, publicizing, and setting the timeline for distribution and collection of applications for Overall Chairperson, Overall Committee, Captain, and Committee Member positions.
	10. Be responsible for coordinating the Panhellenic Executive Council’s involvement in each special event, including but not limited to the Greek Sing Kickoff the Greek Week Kickoff.
	11. Perform all other duties pertaining to this office.

**Section 2. University Park Undergraduate Association Representative**

1. An ex-officio member of the Panhellenic Council under the President
2. In frequent communication to the Panhellenic President.
3. Attend all necessary UPUA meetings and UPUA programming meetings.
4. Prepare council agenda prior to the meeting to be distributed at Council and take minutes during the meeting.
5. Submit a weekly report to the Panhellenic President.
6. Maintain up-to-date office files with all of the minutes of the meetings.
7. Maintain an up-to-date notebook and file with an account of all activities related to this office.
8. Perform all other duties pertaining to this office.

**Section 4. Assistant Programming Chair**

* 1. Report to the Vice President for Programming.
	2. Develop valuable programs to offer the chapters
	3. Attend all programming events.
	4. Attend all Chairwomen meetings.
	5. Maintain an up-to-date notebook and file with an account of all activities related to this office.
	6. Perform all other duties pertaining to this office

**Section 5. Junior Panhellenic**

1. Mission and goals of Junior Panhellenic:
	1. The Junior Panhellenic functions to create unity within the Panhellenic community as well as address issues within the Panhellenic community.
	2. The Junior Panhellenic will foster leadership from women new to the Panhellenic community.
2. Duties of Junior Panhellenic Delegate:
	1. Meet at least twice a month.
	2. Assist with the planning of Panhellenic Pride Week.
	3. Assist in helping with issues of the Panhellenic community through fundraising and programming efforts.
	4. Shadow a Panhellenic Council Executive Committee member once per month to gain experience and knowledge about the Panhellenic community and a leadership position within the community.
	5. Assist with all events planned and executed by a member of the Panhellenic Executive Council when necessary.
3. Selections of delegates for Junior Panhellenic:
	1. At least two members per chapter must apply through Junior Panhellenic Application.
	2. The Panhellenic Executive Vice President shall choose the committee based on the following criteria:
		1. Past experience with leadership positions and potential to succeed.
		2. Application suggests cohesiveness with the rest of the members chosen.
		3. Must be a first-year Panhellenic woman.

###### Article VIII. Judicial Board

1. The members will conduct a fair hearing and create and maintain proper documentation.
2. The Panhellenic executive board appoints, through application and interview process, all collegiate members. The interview consists of the Panhellenic President, Greek advisor, Vice President for Standards.
3. A Panhellenic judicial board member must be an initiated, undergraduate member in good standing (according to the definition of her respective chapter) at the time of appointment and throughout her term.
4. Judicial Board members will be selected prior to Primary Recruitment by the beginning of February by the new Panhellenic Vice President for Standards.
5. The fraternity/sorority advisor shall serve as a non voting ex-officio member of the judicial board. If the fraternity/sorority advisor is unable to attend a meeting, a non-collegiate representative will be chosen by a majority vote of the judicial board.
6. In cases where both the chairman must be recused, the remaining members of the judicial board will select a member to serve as chairman.
7. In cases where a member of the judicial board must be recused due to conflict of interest, she may not be in attendance of that hearing.
8. A member of the judicial board will serve as secretary and take minutes of hearings. This responsibility may rotate among the members of the judicial board.

###### Article IX. Finances

**Section 1. Dues**

* 1. NPC College Panhellenic dues are paid yearly as invoiced by the NPC Office.
	2. Panhellenic Association membership dues shall be assessed per member and new member.
1. The dues of the Panhellenic Association member fraternity shall be billed for membership dues as soon as the academic grade report is issued by the Office of Fraternity and Sorority Life but not later than eight weeks into the semester.
2. The dues of the Panhellenic Association member fraternity shall be payable two weeks after invoiced.
	1. Chapter dues for regular members, for both NPC and Associate chapters, shall be computed by multiplying the number of all initiated and new members listed on the semester grade report as of the last day of class of the preceding semester by $25.
	2. If dues are not paid by the assigned date, chapter will incur a fee of $10 per day.

**Section 2. Stipends**

1. Stipend shall be given in the amount of $2800 annually split into four equal payments of $700 to the President, and $2400 annually split into four equal payments of $600 to the Executive Vice President, Vice President for Standards, Vice President for Programming, Vice President for Finance, Vice President for Communications, Vice President for Recruitment, Vice President for Community Development, Vice President for Membership, Vice President for Administration and Vice President for Wellness. This Stipend is contingent upon the completion of all duties and obligations to the Panhellenic Association. Stipends are contingent on completion of a Mid-Year report, attendance at meetings/events, and a final report and transition meeting with officer successors.
2. Stipend will be evaluated every three years by the Panhellenic Advisor and Vice President for Finance. (Last Review Fall 2020)
3. Any officer not fulfilling the responsibilities and duties of her office may lose the privilege of receiving compensation, partly or in whole, as decided through evaluation of officer performance during her term of office.
4. The Panhellenic Executive Board Officers shall review any officer in question of losing partly or in whole her stipend, unless otherwise requested by the officer. If the officer requests a private determination, the Panhellenic President and the Panhellenic Advisor will evaluate and determine whether the officer receives her stipend.

###### X. Violation Resolution

**Section 1. Fines**

* 1. Unexcused absences for Delegates Council, Presidents Council, or other mandatory meetings shall result in a fine of $50.
	2. Failure to attend a scheduled meeting with the Panhellenic Advisor or member of the executive committee will result in a fine of $50.h
	3. Failure to submit the appropriate number of quality Pi Chi applications shall result in a fine of $50 per application.
	4. There will be a $50 fine assessed to any chapter that has a Pi Chi miss a training with an unexcused absence.
	5. There will be a $100 fine assessed to any chapter that has a Pi Chi face a one day dismissal from her Pi Chi duties during Primary Recruitment. Dismissal will be at the discretion of the Vice President for Membership Development.
	6. There will be a $200 fine assessed to any chapter that has a permanently dismissed Panhellenic Counselor.
	7. There will be a $300 fine assessed to any chapter allowing anyone to sleep in a sorority suite, which is a violation of the University policy.
	8. There will be a fine of $50 if the Recruitment Chair or President are not present during suite checks.
	9. There will be a fine of $50 if members of the chapter are in the suite during suite checks.
	10. If invoice is not paid by the assigned date, chapter will incur a late fee of $10 per day.

###### Article XI: Philanthropy

**Section 1. General Philanthropy**

1. Mandatory fundraising and quotas or fines of any kind are prohibited, including, but not limited to, canning, sending THONvelopes, and pledgebooking for the IFC/Panhellenic Dance Marathon. If any violations occur, sanctions will be determined by the Vice President for Standards.
2. All chapters that fail to properly register their philanthropy events or do not have approval and proceed to host their event will forfeit their right to count their donation towards accreditation.
3. All philanthropies hosted after the given deadline will be ineligible to count towards accreditation
4. 50% chapter participation in PHC Philanthropy week required

**Section 2. CrowdChange**

1. Chapters are required to use CrowdChange to facilitate all philanthropic efforts. If chapters do not use CrowdChange (without prior approval to not use CrowdChange by OFSL and the Vice President for Philanthropy), those specific philanthropy efforts and donations will be ineligible to count towards accreditation.
	1. If a chapter is not permitted to use CrowdChange through their national organization, they must report this to the Vice President for Philanthropy. The Vice President for Philanthropy will work with the respective chapter regarding fundraising through a different source.
2. All events are required to be published and approved in CrowdChange at least 10 days prior to the event.
3. The Vice President for Philanthropy will serve as the liaison with CrowdChange and is expected to assist all chapters with philanthropy efforts through CrowdChange.

**Section 3. Philanthropy Week**

1. The goal of Philanthropy Week is to create and promote positive week-long philanthropy awareness.
2. Philanthropy Week will be hosted by the Panhellenic Association during the Fall semester. The date should be voted on by the Panhellenic delegates by the end of February.
3. Philanthropy Week will be facilitated by the Vice President for Philanthropy.
4. All chapters are required to host and participate in a minimum of one Philanthropy event during the pre-determined Philanthropy Week. The Vice President for Philanthropy with be responsible for organizing and executing a large-scale event at the end of the pre-determined Philanthropy Week. The large-scale event should be promoted to all Panhellenic chapters and advertised to the local community.
5. The Vice President for Philanthropy will be responsible for pairing chapter organizations according to similar philanthropy missions. Chapters are unable to request a certain pairing, and the pairing will be at the discretion of the Vice President for Philanthropy.

###### Article XII: Special Events

######

1. The special events include Greek Sing, Homecoming, Philanthropy Week and Greek Week.
2. Greek Sing is sponsored by only the Panhellenic Association.
3. The Greek Sing Executive Director will be decided upon through an interview process consisting of the Vice President for Programming, Panhellenic Liaison to Greek Week and Greek Sing, the Advisor to Greek Sing, and the previous Chairperson of the event. The Panhellenic Liaison to Greek Week and Greek Sing will make the final decision.
4. The Greek Sing Overall Committee is a standing committee within the Panhellenic Association. The selection of the Greek Sing Overall Committee will be decided upon by the Overall Chairperson and the Panhellenic Liaison to Greek Week and Greek Sing. The final decision will be made by the Panhellenic Liaison to Greek Week and Greek Sing. Additionally, the Panhellenic Liaison to Greek Week and Greek Sing will serve as a representative of the Panhellenic Association on the Overall Committee.
5. Greek Week is currently sponsored by the Interfraternity Council. The roles are defined as follows:
	1. The Interfraternity Council and the Panhellenic Association will pay “supply costs” of any Special Event at the discretion of the Special Event Overall Chairperson, the Panhellenic and Interfraternity Council Presidents and Vice Presidents for Finance, the Panhellenic Liaison to Greek Week and Greek Sing, and the Advisor to the Special Event.
6. All Special Events’ Chairpersons will be decided upon through an interview process consisting of the Panhellenic Liaison to Greek Week and Greek Sing and Interfraternity Council Associate Vice Presidents, the Advisor to the Special Event, Vice President for Programming, and the previous Chairperson of the event. The final decision will be made by the Panhellenic Liaison to Greek Week and Greek Sing and Interfraternity Council Associate Vice Presidents with the assistance and advice of the Executive Council they represent.
7. The Greek Week Overall Committee and the Greek Sing Overall Committee are standing committees within the Panhellenic and Interfraternity Councils. The selection of the Special Event Overall Committee will be decided upon by the Overall Chairperson and the Panhellenic Liaison to Greek Week and Greek Sing. Additionally, the Panhellenic Liaison to Greek Week and Greek Sing will serve as representatives of their respective Councils on the Overall Committee and serve as the final decision for issues pertaining to Greek Week and Greek Sing.
8. Failure to have 20%-chapter involvement in specified Panhellenic events including Month of the Scholar, Women’s Empowerment Week, Panhellenic Pride Week, Hazing Prevention Week, Wellness Week, and Badge Day as per the discretion of the Panhellenic Council will result in Panhellenic mediation with the possibility of the fines suggested by the following tables.
	1. NPC Chapters

|  |  |
| --- | --- |
| Chapter Attendance | Fine |
| 0% - 5% | $400 - $500 |
| 6% - 10%  | $300 - $400 |
| 11% - 15% | $200 - $300 |
| 16% - 19.99%  | $100 |

* 1. Associate Chapters

|  |  |
| --- | --- |
| Chapter Attendance | Fine |
| 0% - 5% | $150 - $200 |
| 6% - 10%  | $100 - $150 |
| 11% - 15% | $50 - $100 |
| 16% - 19.99%  | $50 |

1. Failure to co-host one Panhellenic Bonding (also known as Pan-Pal) event per semester with 20%-chapter attendance will result in a Panhellenic mediation with the possibility of a fine up to $200.

###### Article XIII: Panhellenic Involvement Standards

**Section 1. Approval**

The addendum for Panhellenic Involvement Standards must be approved by the Panhellenic Association with a vote by the beginning of February every year.

**Section 2. Panhellenic Promotional Events**

The Panhellenic Association is requiring chapters to send a total of 20% of their members over the course of events during each of these weeks, or events that fall under Panhellenic promotional weeks (they will be specified in advance). This is an addendum outside of SOE, however, some specified events will also contribute to SOE requirements.

**Section 3. Programming Weeks**

These are possible events during these weeks to count towards 20%. Events during these weeks are subject to change, but chapters will be notified far in advance of any changes that will count towards 20% attendance.

Events in the Spring:

 a. Month of the Scholar: Professor Cards, Honor Code Signing

 b. Women Empowerment Week: Self-Empowerment in the HUB, Career Panel, Movie

 c. Badge Day: Signing of Badge Day

Events in the Fall:

 a. Panhellenic Pride Week: Signing Event, Meet the Greeks, Fitness Class, Banquet

 b. Hazing Prevention Week: Speaker

 c. Wellness Week: Signing Event, Movie, Pairing with Fitness Groups and Gyms

**Section 4. Pan-Pal Events**

Each chapter must have at least one Pan-Pal event per month each semester with another Panhellenic chapter. 20% of your chapter is required to be present at this event. Chapter pairings will be assigned by the Panhellenic Executive Vice President.

**Section 5. Greek Week and Greek Sing Requirement**

Chapters are required to be involved in Greek Week and Greek Sing. They will get credit based off of the participation evaluation from the Greek Week and Greek Sing executive boards.

**Section 6. Additional Events**

The Panhellenic Council has the right to create additional events to benefit the Panhellenic Association. This will be made at the discretion of the Panhellenic Council and Office of Fraternity and Sorority Life.

**Section 7. Fines**

Failure to participate in required events from The Panhellenic Association will result in fines and mediation specified in The Panhellenic Association Standing Rules (see Article XIV).

###### Article XIV: Amendment of Standing Rules

The Pennsylvania State University Panhellenic Association Standing Rules may be amended by majority vote of the delegates at a meeting voting after previous notice or by a two-thirds notice without previous notice.

Last Update:

Shea Davis, Panhellenic Vice President for Standards (submitted to the Delegates 10/28/2020, voted in 11/12/2020)

Elizabeth Magaha, Panhellenic Vice President for Standards (submitted to the Delegates 10/23/2019, voted in 11/6/2019)

Past Updates:

Elizabeth Magaha, Panhellenic Vice President for Standards (submitted to the Delegates 4/24/2019, voted in 4/24/2019)

Samantha Schmitt, Panhellenic Vice President for Standards (submitted to Delegates 9/19/18, voted in 10/3/2018)

Madison Cutillo, Panhellenic Vice President for Standards (November 2015)