The *Latino Pan-Hellenic Council*
University of Texas at Austin

Last updated Spring 2012

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The Latino Pan-Hellenic Council

Article I. Name

The name of this council is the Latino Pan-Hellenic Council, hereby referred to as LPHC.

Article II. Purpose

The purpose of the Latino Pan-Hellenic Council, a regulatory body that serves to unify the Latino/a based fraternal organizations, shall be to increase awareness of, interest in, and strength within the Latino community.

Article III. Membership

Section 1. Membership Requirements for LPHC.

a) Must be a University of Texas, hereby referred to as UT, Greek letter organization registered with the Office of Student Activities and Leadership Development.

b) Must be in good standing with UT and their respective Greek letter national board.

c) Must have been a chapter for one year or a colony for two years recognized by their national organization, and registered student organization for one full year prior to membership consideration.

d) Fraternal organization must have at least five active members. An active member is to be defined as a student who is in good academic standing with a GPA greater than 2.5, in good judicial standing with UT and a paid member of the fraternal organization for a minimum of one semester.

e) Must pay a one-time entrance fee of $100, upon approval of membership into the Latino Pan-Hellenic Council.

f) Must submit a letter of recommendation from an active LPHC fraternal organization, the LPHC advisor, a Greek letter organization outside of LPHC that is registered with Greek Life and Intercultural Education, and a non-Greek letter organization registered with the Latino Leadership Council.

i) Must submit the referenced documentation to the Office of Greek Life and Intercultural Education, the advisor of the Latino Pan-Hellenic Council, and the President of the LPHC Executive Board.
ii) All letters of recommendation must be from organizations registered, and in good standing, with Student Activities and Leadership Development, and must have at least 3 active members that are in good standing with the university.

g) Upon meeting requirements, membership will be voted on by the voting body. A 2/3 vote from the entire voting body will be required to gain membership.
   i) Each organization will be allotted one vote.

Section 2. Criteria to remain in good standing.

a) Pay semester dues at the first general body meeting of the semester
b) Register as a student organization with Office of the Dean of Students
c) Submit grade release forms for new members
d) Submit roster to Office of the Dean of Students
e) Maintain a chapter semester gpa at or above 2.5
f) Complete the requirements for safety education program
g) Fulfill the requirements of the new member orientation
h) Submit the paperwork of the new member packet
i) Meet with the LPHC Advisor in SFL
j) Participate in council meetings
k) See Article III, Section 1, A and B

Section 3. Removal of Fraternal Organization’s Membership in LPHC.

a) Repeated violations of the LPHC constitution by a fraternal organization shall be grounds for removal from the council.
b) If a fraternal organization loses chapter status, it shall result in removal from the council.

Section 4. Violations

a) Violations shall consist of any act that comes in direct conflict with the LPHC constitution, the office of Greek Life and Education policies and procedures, and/or with UT student rules and regulations and/or Federal, State, County, or City Laws.
b) Any fraternal organization within the council may submit, in writing, an alleged violation against a fraternal organization to the Assistant Dean of Students to GLIE and the LPHC advisor within one week of the alleged violation.
   i. The LPHC advisor shall convene separate meetings with both the plaintiff and the defendant organizations.
   ii. The LPHC advisor shall convene a meeting with, and limited to, the top two executive board members, not involved in the alleged violation, and the two most involved parties of the plaintiff and defendant fraternal organizations(s), for the purpose of mediation.
c) Forms of punishment shall include but are not limited to:
   i. Loss of all voting privileges.
      1. The fraternal organization will be placed on probation immediately with a vote of the Judicial Committee.
      2. The fraternal organization will continue to pay dues throughout the probationary period.
      3. The members of a fraternal organization in probation are still eligible to run for an Executive Board position.
ii. Suspension of voting privileges
   1. The fraternal organization will lose all voting privileges with the exception of the member on
      the Executive Board.
   2. The fraternal organization will retain the right to vote during Executive Board elections.
iii. Exclusion
   1. The fraternal organization will be excluded from any LPHC publicity literature and all LPHC funded events.
d) All forms of punishment will end on a date designated by the judicial Committee.
e) Repeated violations of the LPHC constitution by a fraternal organization shall be grounds for
   removal from the council.
f) If a fraternal organization loses chapter status, it shall result in removal from the council.

Section 5. Reinstatement of Probationary Fraternal Organization.
a) A formal proposal must be submitted to the Judicial Committee at least one week prior to the
   end of probationary period in order for a fraternal organization to be considered for reinstatement. A formal proposal shall include, but is not limited to:
i. A letter of recommendation from an active LPHC fraternal organization, the LPHC advisor,
   and an organization outside of LPHC.
ii. A presentation to the Judicial Committee formally requesting reinstatement into LPHC.
b) The formal proposal must be submitted at least two weeks prior to the LPHC executive board
   nominations in a given electoral semester in order for the probationary organization members to
   have possible opportunity of voting in executive board elections. In this case, the Judicial
   Committee must make a decision regarding reinstatement before the date of LPHC executive
   board elections.
c) A 2/3 vote from the Judicial Committee will be required for reinstatement. Failure to receive a
   2/3 vote from the Judicial Committee will result in an extension of the probationary period.
d) A fraternal organization failing to receive the required reinstatement vote from the Judicial
   Committee may appeal to the LPHC Executive Board, where a 3/5-majority vote will be required
   for reinstatement.

Section 6. Intake
a.) No LPHC member organization shall induct/intake any first term freshmen.

Article IV. Voting Body

The voting body shall:
a.) Consist of the two designated representatives from each organization.
b.) To vote Quorum must be present. Quorum will consist of 2/3 of the voting body
c.) Under extreme circumstances, a letter written and signed by the President of an organization
   may be presented by a selected representative as the organization’s vote, at the meeting when
   the vote is to take place.
d.) Extreme circumstances will be determined by the LPHC advisor
Section 1.
The hierarchy of the Executive Board shall consist of the Chair, Vice-Chair, Director of Finance, Director of Communication, and Director of Policy and Procedure.
a) Elected officers must be full time students at UT.
b) At the time of elections, elected officers must have a 2.5 cumulative GPA in UT coursework.
   i. Grades will be checked by the advisor at the beginning of each semester of the long session.
   ii. In the event that an executive board member’s GPA falls below a 2.25 GPA, he/she will be removed from office.
c) Elected officers must have one semester of membership in their fraternal organization.

Section 2. Representatives
a) Two representatives will be elected by each fraternal organization. Representative requirements shall be determined by each respective fraternal organization.
b) Two alternates must be designated in case of a representative's absence. Alternates must be specified by their respective organization as stipulated in the LPHC Director of Policy and Procedure policy.
c) Each representative shall have one vote.
d) Representatives shall voice the opinions and interests of their respective fraternal organization when voting.
e) Representatives shall assist in meeting the goals of LPHC, and shall maintain focus of LPHC’s purpose.
f) All representatives are subject to replacement at the discretion of the council and their fraternal organization if their respective duties are not met.

Section 3. Nominations
a) Nominations will open on the last general body meeting of March and will close with elections on the first general body meeting of April.
b) Nominations shall be taken from any LPHC representative.
c) At the time of nominations, the nominee must be an active member of his/her organization.
d) Any other discrepancies concerning the nomination procedure will be left to the discretion of the executive board.
e) At the time of nominations, the nominee must provide the advisor with documentation that he/she is in compliance with Article IV, Section 1.

Section 4. Elections
a) All candidates shall be required to give a speech, not exceeding five minutes, detailing their reasons and qualifications for seeking office.
b) Voting will be held by secret ballot and the LPHC advisor, overseen by the Director of Policy and Procedure, shall count the ballots.
c) The nominee receiving the simple majority vote will be elected.
d) No more than one candidate from the same fraternal organization can run for the same position.

e) The Chair and Vice-Chair shall not be from the same fraternal organization.

f) No Latino Pan-Hellenic Council Executive Board Member shall be an acting President in his/her respective fraternal organization.

g) No fraternal organization can hold more than two positions on the Executive Board.

i. In the event that there are not enough candidates for eligibility reasons, a 2/3 vote could overrule the aforementioned stipulation.

h) In the event of a tie, the Chair shall be the tiebreaker.

i. If the current Chair is involved in a tie, then the tiebreaker shall follow executive hierarchy.

Section 5. Installation of the Executive Board

a) Installation shall take place prior to the last meeting of the spring semester.

b) Officer training should take place after elections and prior to the last meeting of the spring semester.

c) The newly elected Executive Board member must attend a LPHC constitutional training given by the Chair. In the event that the Executive Board member does not attend the Constitutional workshop, his/her voting privileges will be suspended until such requirements are met.

Section 6. Vacancies of Executive Board

a) The Vice-Chair shall fill the vacancy of the Chair.

b) All other vacancies are to be elected by the LPHC voting body.

c) Nominations will be open the day the vacancy is announced and elections shall take place in two weeks.

Section 7. Impeachment

a) Refer to Article VI, Section 5

Article V. Executive Board

All Executive Board officers shall:

a) Train successor before leaving office.

b) Perform all duties inherent to office.

Section 1. President

The President shall be the Chief Executive Officer of LPHC, responsible for general supervision and coordinating affairs in accordance to the established programs and policies. He/she:

a) Shall be the official representative of LPHC.

b) Shall preside over meetings according to Robert’s Rules of Order Newly Revised.

c) Has the authority to call special meetings when deemed necessary.
d) Shall carry the work as directed by the constitution and by-laws.
e) Shall fill temporary absences in office.
f) Shall be responsible for handling all grievances or complaints brought before the council.
g) Shall act as tiebreaker in all votes.

Section 2. Vice-President
The Vice-President shall, in the absence of the President, represent and preside over all regular and special meetings and assume the duties of the President. He/she:
a) Shall lead members in goal setting and planning of future events.
b) Shall act appoint and oversee all Presidents listed in Article VIII, with the approval of the Executive Board.
c) Shall communicate program priorities.
d) Shall follow-up to assure goals are accomplished.
e) Shall delegate necessary work.

Section 3. Director of Finance
The Director of Finance will coordinate financial management of LPHC He/she:
a) Shall coordinate the council budget at the beginning of each semester.
b) Shall collect all dues and fines owed to LPHC and issue receipts for payments by the 2nd general body meeting of the semester.
c) Shall keep accurate records of financial status and report it at general body meetings.

Section 4. Director of Communication
The Director of Communication shall keep all LPHC records, record the meeting minutes and follow the order of business for meetings. He/she:
a) Shall take charge of records.
b) Shall maintain a roster of all Executive Board members and fraternal organization representatives. The roster shall be provided to all members by the 3rd general body meeting of each semester.
c) Shall present minutes for use by the members via email within 48 hours after the general body meeting.
d) Shall provide agendas for use by the members at the general body meetings.
e) Shall be in charge of LPHC’s calendar. The calendar shall be provided to all members by the 3rd general body meeting of each semester.
f) Shall handle LPHC’s correspondence.

Section 5. Director of Policy and Procedure
The Director of Policy and Procedure must fully understand the ideals and values of LPHC. He/she:
a) Shall maintain order in meetings according to Robert’s Rules of Order Newly Revised.
b) Shall call roll at the beginning of general body meetings.
c) Shall alert fraternal organization Presidents of repetitive (2 or more) absences of their representatives, Presidents, and/or office holders.

d) Shall serve as the presiding member of the Judicial Committee.

Article VI. The Judicial Committee.

Section 1. The LPHC Judicial Committee shall be:

a) Composed of two voting members from each organization in the council. The presiding member of the Judicial Committee shall be the Director of Policy and Procedure of LPHC. The members of each fraternal organization shall choose its respective representatives and an alternate for the Judicial Committee in the event that the Judicial Committee must convene.
   i. No current LPHC Executive Board member can serve on the Judicial Committee.

Section 2. The duties of the Judicial Committee shall be:

a) To interpret the LPHC Constitution, in which case the Judicial Committee will have the final say.

b) To convene to propose Constitutional amendments as a body, if necessary.

c) To execute hearings for probation and expulsion of fraternal organizations from LPHC.

   i. Voting members of the accused fraternal organization can not vote.

   ii. A 2/3 vote is required to place a fraternal organization on probation and a unanimous vote is required for expulsion.

   d) To execute hearings for impeachment of Executive Board members.

   i. In the event that the Director of Policy and Procedure is brought up for impeachment, the President shall preside over the Judicial Committee.

   e) To conduct LPHC constitutional amendment procedures.

   f) In the event that a member misses a meeting, it is their responsibility to get the missed information from the Director of Policy and Procedure.

   i. In the event that a member misses a hearing concerning non-amendment issues, he/she will not be allowed to vote on that issue.

Section 3. Amendments

a) Proposed amendments should be submitted at least three weeks prior to the last LPHC meeting of a given semester.

b) The proposed constitutional amendments must be submitted to the Judicial Committee, at which point the Judicial Committee will be given two weeks to discuss the proposed amendment and vote on whether the amendment should be added to the LPHC Constitution.

c) With a simple majority vote of the Judicial Committee, a potential amendment will then be presented to the entire LPHC general body.

   i. The representatives will have one week to present the proposed amendment to their respective fraternal organizations.

   ii. Proposed amendment must gain a 2/3-majority vote of the entire LPHC voting body in order to be ratified.

   iii. Voting can not take place unless two designated representatives from each fraternal organization are present.
d) The same proposed amendment can not be submitted twice in one semester.
e) Ratified amendments shall take effect on a date to be voted on by the LPHC voting body.

Section 5. Impeachment
a) All elected officers may be subject to impeachment.
b) Any active member of the council may bring an elected officer of the council up for removal with due cause. The alleged violations must be presented in writing and be on the established agenda.
c) All chapter Presidents will be notified in writing of the alleged charges, the elected officer accused, and the date of the complaint.
d) The Judicial Committee will convene and formally hear the accusation from the accusing member and the rebuttal from the accused officer.
e) A 2/3-majority vote from the Judicial Committee will be required for removal of the impeached member from office.
f) Removal from office will result in an automatic appeal to the Executive Board, at which time a 3/4-majority vote from the Executive Board will result in ultimate removal from office. The decision of the Executive Board is final.
i. The accused Executive Board member may not vote.

Article VII. Meetings & Representatives
All meetings are to be held by presiding officer using Robert’s Rules of Order Newly Revised, Order of Business, and Quorum (2/3 of Voting body).

Section 1. General Body Meetings
a) General body meetings will be held at least every two weeks during the long session.
b) The first general body meeting will be held by the second week of each semester.
c) The last general body meeting will be held prior to the last class day of each semester.
d) Attendance of officers and representatives is mandatory (alternate may vote if one representative is absent).
e) Alternate must be specified by its fraternal organization beforehand.
f) All regular meetings are open to any member of a fraternal organization in LPHC.
g) There will be a time limit of 2 hours per meeting after which a vote must be held to extend the meeting.

Section 2. Emergency Meetings
a) Emergency meetings can be called by the President, the Executive Board, or 1/3 of the voting body with 24 hours prior notice.
b) Attendance of officers and representatives is mandatory (alternate may vote if one representative is absent).
c) All emergency meetings are open to any member of a fraternal organization in LPHC.
d) There will be a time limit of 2 hours per meeting after which a vote must be held to extend the meeting.
Section 3. Representatives & Responsibilities
a) Two Representatives from each member organization will be selected by their respective organization.
b) Present proposals on behalf of their respective organization.
c) Relay accurate information regarding LPHC activities, announcements, etc., to their respective organization.

Section 4. Voting
a) Each organization will be given one vote.
b) In the event of a tie, the tie will be broken by a single vote from the LPHC executive board as a whole. (A 3/5 majority vote will declare the vote from the LPHC executive board.)

Article VIII. Special Committees
The Vice-President reserves the right to establish any special committees and special committee Presidents.

Article IX. Etiquette

Section 1. Council Interaction
a) Organizations will respect one another in all aspects including but not restricted to rush and new member programs.
b) The member organizations and affiliated students of LPHC shall abide by the UT Austin Honor Code.
1) “The core values of The University of Texas at Austin are learning, discovery, freedom, leadership, individual opportunity and responsibility. Each member of the university is expected to uphold these values through integrity, honesty, trust, fairness and respect toward peers and community.”

Section 2. Fraternal Organization Events
a) A fraternal organization event shall be defined as an event programmed by a council organization that is not exclusive to said organization.
b) If one fraternal organization decides to have a fraternal organization event all other fraternal organizations shall respect it and refrain from holding events during that time span (i.e. founders week, major service project, etc.).

Section 3. Calendars
a) Each fraternal organization is required to submit a copy of its semester calendar to the Director of Communication by the second general body meeting of the semester.
b) If planning a one-day event, the fraternal organization must choose a specific date for that event.
i. Founder’s parties for each fraternal organization will have priority.
c) In the event that a fraternal organization must change the date of an event, the newly rescheduled date must not conflict with previously set events of other fraternal organizations or LPHC.
d) Fraternal organizations within LPHC shall not exceed 2 events per day, and shall notify the Director of Communications whether the event will be during the day or evening.
i. The only exception being more than one new member presentation can occur during the evening, with consent from the organization with priority on the date.
e) Event Form must be submitted 2 weeks prior to the event’s date
i. Morning events shall be understood to be before 4:00pm
ii. Evening events shall be understood to be after 4:00pm
f) If an LPHC organization is approached by an outside organization to co-host/co-sponsor an event, the LPHC organization must submit Event Form a week prior to the event.
g) 3 weeks into the semester calendar dates must be submitted.
h) Organizations must reserve a date on the LPHC calendar for New Member/Prospective members for on campus fundraising events

Section 4. Rosters
a) Each fraternal organization is required to submit a copy of its entire roster to the Director of Communication by the 3rd general body meeting of the current semester.

Article X. Sanctions

Section 1. Calendars
a) If an organization hosts an advertised event, and/or event open to the public, and/or an event where there is a possibility for profit in conflict with another organization's advertised event, and/or event open to the public, and/or an event where there is a possibility for profit, the organization in offense shall be fined $500.
i. $400 of this fine shall go to the organization with the priority on this date and $100 shall go to LPHC.
b) If an organization hosts an event that is in conflict with an event that is already on the calendar they will be fined up to $500.00 which will be determined by the judicial board except those organizations involved.
i) Any decision/violation that falls within this section shall automatically be reviewed by the Judicial Committee.

Section 2
a.) Absence of Representatives to Judicial Committee meetings and LPHC General Body Meetings will result in a $5.00 fine for each representative.
i.) Fines will be distributed at the following meeting by the Director of Policy and Procedure.
b. Any organization that does not have 20% of their active body in attendance at a designated service/fundraising event shall be fined according to a designated percentage
i. If 1%-24% of required members are not present the fine is $15
ii. If 25%-49% of required members are not present the fine is $30
iii. If 50%-100% of required members are not present the fine is $60

Section 3. Fines
a.) Fines must be postmarked or received by the Director of Finance within 30 calendar days of notice. Failure to comply with Art. X Sec.3a will result in the organization being placed in bad standing.

Article XI. Mandatory LPHC Events

Section 1. Designation
a) A mandatory event, proposed by the LPHC Executive Board, and confirmed by the voting body is one in which every member organization must have 20% of their total organization present.
b) There will be no less than one and no more than four mandatory events per semester during a long session.
c) All organizations and representatives will be given two weeks (including weekends) notice before the date of a mandatory event.

Article XII. Point System

Section 1. Point Breakdown
The attached table will be recognized as the official point system for the Latino Pan-Hellenic Council:

<table>
<thead>
<tr>
<th>Point System</th>
<th>Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>LPHC Meeting Attendance</td>
<td>Points will be awarded to a chapter’s ability to send two designated delegates on time to general body and</td>
<td>3 per meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>------------------------------------------------------------------------------------------</td>
<td>---</td>
</tr>
<tr>
<td><strong>judicial meetings in accordance with the LPHC constitution and by-laws.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LPHC Service</strong></td>
<td>Points will be awarded to a chapter’s attendance at LPHC community service events. 20% of a chapter’s active body must be present and on time to receive points.</td>
<td>25 points</td>
</tr>
<tr>
<td><strong>LPHC Event Participation</strong></td>
<td>Points will be awarded based on a chapter’s participation in and execution of any LPHC event other than community service projects. (i.e. serving as President, working organization fair or other activities, etc.) Points will be determined by the executive board prior to the event’s occurrence.</td>
<td>25 points</td>
</tr>
<tr>
<td><strong>GPA</strong></td>
<td>Points will be awarded based on an increase according to the listed tier-</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Point Scale Allocation</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.0 to 0.25: 10pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.26 to 0.45: 15 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.46 to 0.65: 20 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.66 to 0.85: 25 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0.86 to 1.06: 45 pts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.07+: 55 pts</td>
<td></td>
</tr>
<tr>
<td><strong>Greek Unity</strong></td>
<td>Points will be awarded to a chapter who participates in</td>
<td>15</td>
</tr>
</tbody>
</table>
collaborative events with other LPHC organizations. Joint club parties will not be considered for points.

<table>
<thead>
<tr>
<th>Demerits</th>
<th>Points Deducted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not paying LPHC dues by designated date</td>
<td>-10</td>
</tr>
<tr>
<td>Missing a LPHC event, service or other</td>
<td>-5</td>
</tr>
<tr>
<td>Failing to fulfill obligations made to executive board without notification</td>
<td>-5</td>
</tr>
</tbody>
</table>