

# National Panhellenic Conference Advisory Committee Charter

## Purpose

The National Panhellenic Conference (NPC) Advisory Committee (Committee) is a standing committee whose purpose is to assist International Council (IC) by:

- Reviewing and making recommendations on legislative efforts within NPC to benefit Gamma Phi Beta.
- Enhancing Gamma Phi Beta's ability to advocate for matters of strategic importance within the NPC community.
- Elevating Gamma Phi Beta's presence in NPC.

## Objectives and Responsibilities

- Review proposed legislation affecting NPC Bylaws, NPC Unanimous Agreements, NPC Policies and NPC Procedures.
- Identify potential impacts of proposed legislation.
- Provide guidance or feedback on proposed legislation.
- Draft legislation for Gamma Phi Beta's Council of Delegates (COD) representative to propose to NPC legislative body.
- Create support materials for legislation that Gamma Phi Beta proposes or endorses.
- Serve as a supplementary resource for Gamma Phi Beta's COD representative on special projects, as requested (i.e., NPC task forces or special committees).
- Identify qualified applicants for NPC volunteer roles.
- Encourage qualified applicants to pursue NPC volunteer opportunities.

## Committee Composition

The Committee shall consist of the following:

- Gamma Phi Beta's representative to the COD who shall serve as the chair of the Committee
- Chief executive officer
- Chief experience officer
- Chief Panhellenic officer
- NPC volunteer team leader
- Between two and six volunteers appointed by IC who have a strong working knowledge of NPC or relevant experience in legislative efforts

Members are appointed for a two-year term and may serve no more than three consecutive terms.

A vice chair may be selected by the Committee from among the Committee members. The vice chair may assist the chair with project management, preside over meetings in the absence of the chair and assume other duties, as needed.

All volunteer appointments to the Committee shall be made in accordance with the Sorority's process for volunteer leader appointments. All volunteers of the Committee shall be appointed by IC considering the recommendations of the Committee chair and/or Governance and Personnel Committee (GPC).

International Council and committee chairs will work in partnership to address any committee member's failure to meet expectations, with IC having the authority to remove a committee member.

### **Operations**

- The Committee will meet as often as it deems necessary to carry out its objectives and responsibilities, but in any event not less than two times per year. The Committee must have a majority of its members present to conduct a meeting.
- The chair shall preside over the meetings of the Committee.
- Meetings shall occur via conference or video call. When deemed appropriate by IC, the Committee may meet in person.
- The Committee will report to IC on the activities of the Committee as often as it deems necessary to carry out the Committee's objectives and responsibilities, but in any event not less than four times per year.
- The Committee may form and delegate to one or more working groups all or any portion of the Committee's responsibilities, provided that no working group shall consist of fewer than two members. Working groups will operate under the direction of and report to the Committee.
- The Committee shall review and assess its performance annually. The GPC will determine the form and nature of the annual self-evaluation. The GPC will review the results of the annual self-evaluation and share them with the chair.
- The Committee shall review and assess annually whether this charter appropriately addresses the matters that are or should be within its scope, and, if appropriate, recommend changes to the charter to IC for approval.

### **Date of Adoption**

This charter was adopted by IC effective September 5, 2025.