

INTERNATIONAL FRATERNITY OF DELTA SIGMA PI, INC.
MINUTES
SOUTHERN PROVINCIAL COUNCIL MEETING
FEBRUARY 19th, 2017
ATLANTA, GEORGIA

The Southern Provincial Council Meeting of the International Fraternity of Delta Sigma Pi, Inc. was called to order according to Ritual at 9:01 a.m. on Sunday, February 19th, 2017, by Southern Provincial Vice President Janene Markuske at the Hilton Atlanta Northeast in Atlanta, Georgia.

Present and in person at this meeting were the following officers of the Southern Province:

Janene W Markuske	Provincial Vice President
Opeola Bukola	Regional Vice President - Atlantic Coast Region
Holly Vernon	Regional Vice President – Central Gulf Region
Karin Olivo	Regional Vice President – Mid-Atlantic Region
Erin Lee	Regional Vice President – Mid-South Region
Christopher Sands	Regional Vice President – South Atlantic Region
Carrie Burns	Regional Vice President – Southeastern Region

Absent officers of the Southern Province were:

none

Other positions were as follows:

Kimberly Loudon	Chancellor
Melissa Garcia	Recording Secretary

At this time, Markuske relinquished the chair to Chancellor Loudon who introduced Secretary Garcia. Garcia then conducted the Roll Call of Delegates and announced 46 delegates present and eligible to vote. Tau Upsilon moved to adopt the roll of voting delegates. The motion was seconded by Louisville and adopted. **See Addendum A.**

Columbia then moved to adopt the Agenda as presented. The motion was seconded by Jacksonville and approved.

Nu Chi moved to dispense with the reading of the minutes of the 2016 Southern Provincial Council Meeting and to approve the minutes as previously distributed. Seconded by Phi Upsilon and approved.

Kappa Psi moved to receive the printed Official Reports as distributed to the delegates. Tau Phi seconded and the motion was adopted. **See Addendum B.**

Nu Chi moved to receive the report of the Provincial Vice President. The motion was seconded by Kappa Chi and approved.

Iota Mu moved to receive the report of the Regional Vice Presidents. The motion was seconded by Nu Pi and approved.

Theta Phi moved to receive the financial report. The motion was seconded by Alpha Omega and approved.

OLD & NEW BUSINESS

Chancellor Loudon then noted there was no old business and moved into new business.

Epsilon Chi then moved **Proposal 1 Adopting Provincial Travel Budget** for the 2017 - 2018 year. The motion was seconded by Alpha Sigma.

Proposal 1 was then **adopted**. See **Addendum C**.

Tau Psi then moved the **2017-2018 Provincial Conference Surplus** proposal. The motion was seconded by Eta Kappa.

Mid-Atlantic RVP Karen Olivo moved to amend proposal to change the 25% allocated to the Ashley Harrison Memorial Fund to the John & June Cookson Memorial Travel Fund. Seconded by Columbia Alumni.

Atlanta Alumni moved to amend the amendment to change the percentage to 12.5% Ashley Harrison and 12.5% John & June Cookson Memorial. Seconded by Nu Chi. Motion fails.

Amended motion moved by RVP Olivo failed.

Tau Phi moved to call the question. Seconded by Alpha Zeta. The **2017-2018 Provincial Conference Surplus proposal** was then **adopted** with 25% of the surplus being allocated to the Ashley Harrison Memorial Fund.

Beta Omega then moved the **Location and Date of the 2019 Provincial Conference and Council Meeting**. The motion was seconded by Birmingham.

The Listing of Preference for the 2019 Provincial Conference and Council Meeting was then **adopted**.

Location Preferences		Date Preferences	
Location 1	Orlando	Date 1	Feb 22
Location 2	Atlanta	Date 2	March 1
Location 3	Jacksonville	Date 3	Feb 15

A thirty-minute recess was taken for a Town Hall Discussion.

Atlanta moved to reconsider the **2017-2018 Provincial Conference Surplus proposal** to decrease the 25% surplus from the Ashley Harrison Memorial Fund to 12.5% and add 12.5% to the John and June Cookson Memorial Travel Fund. **The 2017-2018 Provincial Budget** was then **adopted** with 12.5% of the surplus being allocated to the Ashley Harrison Memorial Fund and 12.5% of the surplus being allocated to the John and June Cookson Memorial Travel Fund.

Alpha Lambda exited meeting at 11:16 AM. 45 delegates present and voting.

PVP Markuske made announcements and then Loudon invited others to make announcements.

Report from Southern Provincial Community Service Chair, Ashley Bernstein:

- Collected 213 pounds in pop tabs at this LEAD
- Collected \$215 dollars this morning for the Ronald McDonald House Charities

Sigma Tau exited meeting at 11:22 AM. 44 delegates present and voting.

Loudon then adjourned the Southern Provincial Council Meeting at 11:24 after a motion by Beta Gamma, Nu Pi second, was approved by consensus. Markuske then closed the meeting according to Ritual.

Janene W. Markuske

Janene W. Markuske, Provincial Vice President

Melissa Garcia

Melissa Garcia, Recording Secretary

Addendum A – List of Present Chapters

Present Chapters:

1. Kappa
2. Pi
3. Alpha Zeta
4. Alpha Lambda – left at 11:16 AM
5. Alpha Sigma
6. Alpha Tau
7. Beta Gamma
8. Beta Eta
9. Beta Lambda
10. Beta Omega
11. Gamma Tau
12. Delta Iota
13. Epsilon Rho
14. Epsilon Chi
15. Epsilon Psi
16. Zeta Theta
17. Zeta Lambda
18. Zeta Upsilon
19. Zeta Phi
20. Eta Kappa
21. Eta Upsilon
22. Theta Sigma
23. Theta Phi
24. Iota Mu
25. Iota Omega
26. Kappa Nu
27. Kappa Pi
28. Kappa Tau
29. Kappa Chi
30. Kappa Psi
31. Nu Pi
32. Nu Chi
33. Omicron Pi
34. Rho Psi
35. Rho Omega
36. Sigma Tau – left at 11:22 AM
37. Tau Upsilon
38. Tau Phi
39. Tau Psi
40. Upsilon Phi
41. Atlanta Alumni
42. Birmingham Alumni
43. Columbia (SC) Alumni
44. Jacksonville Alumni
45. Louisville Alumni
46. St. Pete/Clearwater Alumni

Present but non-voting:

- Gamma Lambda (non-voting: past due balance)
- Xi Sigma (non-voting: on probation)

Absent:

- Elon Colony
- Kentucky Colony
- Old Dominion Colony
- Central Florida Alumni
- Charlotte Alumni
- Florence Alumni
- Hampton Roads Alumni
- Memphis Alumni
- Miami/Fort Lauderdale Alumni
- Tampa Bay Alumni

International Fraternity of Delta Sigma Pi
Report of the Southern Provincial Vice President
Janene W. Markuske
January 2017



High Priority Risks

- Xi Sigma (Wingate) – PROBATION until Dec. 31, 2016
 - The chapter is on probation for chapter size and operations. Without drastic improvements to both, it is likely that the chapter will close within the next year despite the dedication by the officers and chapter members. They have improved over the last year. Their current roster size is up to 16 members, but they still have about \$230 in 90+ past due debt that is accruing interest.
- Eta Kappa (Troy) – GUIDANCE until Jan. 27, 2017
 - Currently they are on guidance for operations. The chapter struggled with motivation last year and it continued this year. They are still struggling with timely CMP submissions and operations. They currently have a \$0 balance and 26 members on their roster. They have not submitted any professional events yet.
- Rho Omega (Richmond) – GUIDANCE until Aug. 13, 2017
 - Currently they are on guidance for operations. The chapter struggled with motivation last year and it continued this year. They are still struggling with timely CMP submissions. They currently have a \$0 balance and 68 members on their roster.
- Zeta Phi (Florida Atlantic) – GUIDANCE until Aug. 13, 2017
 - Currently they are on guidance for operations. They are still struggling with timely CMP submissions. They currently have over \$500 in past due debt and 35 members on their roster.
- Gamma Lambda (Florida State) – proposed GUIDANCE
 - PVP and RVP have proposed putting this chapter on guidance for lack of diversity, CMP issues, participation issues, and a very large past due balance (over \$900).
- All chapters in South Atlantic and Atlantic Coast Regions – WARNING
 - All of the chapters in these two regions received warning letters for general behavior at regional initiations as most of the chapters in these regions participate in regional initiations.
 - “Specifically, this includes line-up marches or walks across campus for initiation and creating uniform appearances among pledges with provided, required, or otherwise planned attire such as only black suits, matching purple and yellow shirts, or matching red scarves. These uniform preparations and appearances are not prescribed by our Ritual or Pledge Education policies and may be construed as possible harassment, discrimination, intimidation, or perceived as hazing under the various anti-hazing statutes.”

Chapter Watch/Help List

- Epsilon Chi (Georgia Southern) – only one community service event submitted so far
- Eta Upsilon (West Florida) – couple late items and no community service events so far submitted
- Gamma Tau (Southern Miss) – No professional events submitted so far
- Nu Pi (Kennesaw State) – No professional events submitted so far
- Beta Lambda (Auburn) – large past due balance (\$780)

Action Items

- Looking for RVP and PVP candidates to run for office at the 2017 Grand Chapter Congress
- Alumni Development chair
 - For years our province has struggled with alumni participation. We are still searching for someone who is willing to take on this daunting task.
- All leaders (RVP's and DD's) become CDL certified

Committees and Leadership

- RVP's:
 - Atlantic Coast: Opeola Bukola
 - Central Gulf: Holly Vernon
 - Mid-Atlantic: Karin Olivo
 - Mid-South: Erin Lee
 - South Atlantic: Chris Sands
 - Southeastern: Carrie Burns
- Professional Development: Liz Cotner (chair), Gabriela Pantoja, Penny Guiles, Amanda Maldonado, Michael Caira, Victor Calero
- Community Service: Ashley Bernstein (chair), Victor Calero
- Awards: Gina Irvin (chair), Jennifer McGill, Michelle Cain, Heather Lewis, Catrina Murray, Chris Sweet
- Discipline: Janene Markuske, Carrie Burns, Erin Lee

Projects

- Change our Voluntary Withdrawal policy
- Change initiation policy regarding joint and regional initiations
- Change policy about alumni attending any discussion of membership including trials, elections, discussion of pledges and/or recruits)
- Change awards deadlines to June 30th so that applications can include finalized CMP information and give chapters more time to apply for awards

Goals

- *Leadership Development*
 - We are continuing to look for alumni who are interested in volunteering.
- *Increase participation in social media from collegiate and alumni members*
 - We have seen an increase in use of chapter Facebook groups, recruitment pages, Twitter hashtags, and the provincial group.
- *Increase participation in the COY and chapter awards programs*
 - Our province had nearly 100% submission for COY nominees from chapters with only one chapter not submitting a nominee.
 - 28 out of the 41 nominees submitted their applications.
 - 10 nominees started applications but did not submit the final application.
 - Many of these were not submitted because the system would not allow the nominee to submit the application without both letters of recommendation.
- *Increase attendance at the LEAD School, LEAD Provincial Conference, and GCC*
 - At the Jacksonville LEAD School in fall 2016, 300 people registered
 - Only 276 people attended the conference.
 - We are excited to host the 2017 Southern Provincial Conference in Atlanta, GA, on February 17-19, 2017. Although it is still early, we already have 199 people registered including 159 collegiates.

- *Encourage RVP's to utilize DD's and take an active role in the success of their chapters*
 - Most of our RVP's have seen numerous returning District Directions. We are also trying to utilize more DD for alumni chapters to help increase alumni chapter events and communication.
- *Increase the number of chapters achieving Accredited, Recognition, or Excellence in CMP*
 - The RVP's and DD's are encouraging their chapters to turn in their reports on time. The use of the Facebook group to remind brothers also helps.
 - Chapters who do not attend GCC in August 2017 will automatically not be able to achieve Accredited status during the 2017-2018 academic year.
 - In 2015, 6 of 40 collegiate chapters in Southern Province did not attend GCC.
 - Despite educating chapters through word of mouth, emails, detailed Facebook group instructions, and having the CMP manual, chapters still struggle with the Pledging Ceremony report. Most of the struggle stems from chapters who host more than one pledging ceremony.
 - Last year, the Risk Management event was new to the Accredited status requirement. Many chapters missed Accredited because they did not complete a Risk Management event.

CMP Item	Status – (As of 01/13/17)
Fall Officer Report	39 on time; 2 Late
Spring Officer Report	22 received; 19 missing
Fall Strategic Plan	38 on time; 3 late
Bylaws	26 approved; 16 need to be edited/resubmitted
Policies & Procedures	23 approved; 7 need to be edited/resubmitted
Risk Management Event	13 submitted; 28 missing
Fall Pledge Program	100% on time!
Fall Pledge Manual	40 approved; 2 late
Fall Pledging Ceremony	34 approved; 7 late
Fall Badge Order	41 approved; 1 late
Fall Initiation Report	100% on time!
Fall Initiation Fees	35 on time; 6 late
Fall Dues Payment	30 on time; 11 late
Fall Budgets	16 submitted; 26 missing
Professional Event #1	38 chapters with at least one submission; 3 chapters with no submissions
Service Event #1	38 chapters with at least one submission; same 3 chapters with no submissions
LEAD School	100% attendance
LEAD Provincial	29 chapters registered; 12 chapters not registered yet

Lessons Learned

- LEAD events
 - Contact info for all speakers – often requested by attendees
 - “Announcements” slideshow to decrease the number of talking points
- Chapter letters, especially guidance and probation letters, need to be sent in a timely manner

Best Practices with RVP's and Committee Chairs

- After much discussion at our recent leadership team retreat, RVP's will be in charge of writing their own letters of encouragement including, but not limited to, letters such as kudos on some event or task, keep up the good work, etc. If they wish to have the PVP sign the letter as well, I am willing to do so. This should alleviate the requests being sent to Central Office and should increase the timeliness of these letters.
- Sharing DD training and expectations information with RVP's at the beginning of the year

Best Practices that could be considered for national practices

- District Director Visit Report on Google forms
 - <http://goo.gl/forms/wQIQixsBGA>
 - Each time a DD visits his or her chapter, he or she submits a report. This report gets recorded in a Google Sheet in addition to automatically emailing the RVP with a copy of their DD's report.
 - This has worked really well with newer DD's. "Seasoned" DD's were much less inclined to use the form.
- Slideshow of announcements playing throughout opening session, lunch, and closing session at LEAD except during keynote presentation
 - Because of the very long list of announcements that need to be publicized at LEAD's including foundation, CMP deadlines, sponsorships, vendors, etc, we utilized a PowerPoint presentation at the last four LEAD's so that there would be fewer verbal talking points. We noticed that the audience was more willing to listen to the speaker since there were fewer "boring" announcements to which they had to listen.
- Utilizing a Google form to allow chapters to submit requests to sell items at LEAD's

Provincial Highlights

- Colonies
 - Elon University Colony in Elon, NC, opened in October 2015. Tentative install date is April 22, 2017
 - Kentucky Colony (University of Kentucky) in Lexington, KY, opened in December 2016.

2017 - 2018 Proposed Southern Provincial Budget

Individual Travel for RVP's and PVP

Collegiate Chapters (\$125 each for 39 chapters)

Atlantic Coast	6	125	750
Central Gulf	6	125	750
Mid-Atlantic	9	125	1,125
Mid-South	5	125	625
South Atlantic	7	125	875
Southeastern	9	125	1,125
	42		5,250

Colonies (\$100 each for 2 of our colonies)	2	100	200
Provincial Vice President			2,400
			7,850

Provincial Event Travel

LEAD School			1,300
LEAD Provincial Conference			1,300
Long distance exceptional travel allowance			500
Provincial PVP/RVP Meetings			1,950
			5,050

Other

Community Service			100
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Grand Total			13,000
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