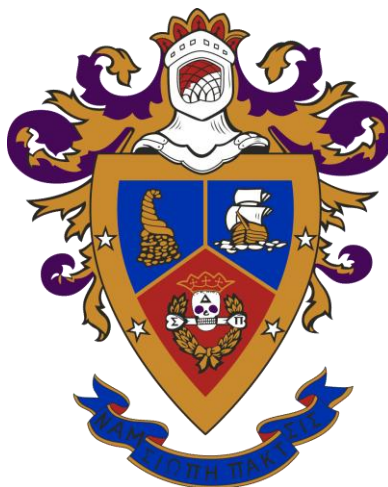


Senior Vice President Officer Packet



Duties of the Senior Vice President

(from Policy and Procedures Manual section D, policy 10)

- To assist the chapter president and temporarily assume the president's duties in his/her absence.
- To oversee the recruiting activities and the pledging ceremony of the chapter.
- To ensure the chapter seeks out candidates for Honorary and Faculty membership.

Additional Resources

- [Recruiting Manual](#)
- [Recruiting Tips](#)
- [Recruiting Ideas](#)
- [Recruiting Themes](#)
- [Recruiting Talking Points](#)

Membership Goals

Each year, new member goals are determined for each chapter by the Central Office. The minimum annual established goal is 20 new members. It is encouraged chapters initiate a reasonable number of members who espouse the values of Delta Sigma Pi. The chapter shouldn't limit itself so not to miss out on a member that can benefit the chapter and/or the Fraternity. This goal is for collegiate members only and does not include faculty or honorary initiates.

Goals are established based on several criteria:

- Enrollment of business majors (including part-time and graduate students)
- The existence of active chapters of Alpha Kappa Psi, Phi Gamma Nu, or Phi Chi Theta on campus
- Current chapter size (must be 20 or more and preferably 25 or more)
- Recent trends in chapter membership.
- Number of members anticipated to graduate throughout the year.

Membership Eligibility

Students ELIGIBLE for membership include:

- Undergraduate and graduate students
- Part and full-time students
- Majors in qualified major academic programs.
 - Qualified programs will include at least 45 credit hours (approximately 15 courses) of undergraduate business-related coursework (9 hours for graduate major degrees).
 - If you would like to request an additional major be evaluated, please complete the Qualified Program Request form within the Hub.
 - A complete list of approved majors for your university is available within the Hub.
- Pre-business students or business students with an undecided concentration

Students NOT ELIGIBLE for membership include:

- Business minors
- Non-business majors (except for pre-approved programs as stated above)
- Any student restricted by school policy (academic probation, first term freshman, etc.)
- Members of Alpha Kappa Psi, Phi Gamma Nu, or Phi Chi Theta

Inputting Recruits into the Hub

- Log into the hub
- Go to the members tab
- Select "report new recruits"
- Select Collegiate, Honorary or Faculty
- Input the recruit(s) information
 - (First/Last Name, Phone Number, and Preferred Email Address)
- Submit recruit(s)

Voting on Prospective Members

(paraphrased from Bylaws Article XII, Section 10)

- Voting must be by secret ballot.
- Quorum (as determined in your chapter bylaws) must be present at the meeting to conduct a vote.
- If twenty percent (20%) of the members present and in good standing, or five (5), whichever is greater, cast an unfavorable vote for the prospective pledge, the candidate shall be considered rejected.
- Votes on prospective members must be conducted before anyone is accepted as a pledge.
- A member who fails to vote (abstains) counts as a favorable vote for the prospective.
- On membership issues, the above policy must be enforced. This means the Chancellor gets one vote during secret ballot voting and cannot break a tie.

Relevant CMP Items and the Recruiting Plan

Recruiting dates and descriptions must be included in the Officer Operational Plan that is due twice per year for CMP requirements.

A good Recruiting Plan includes five major sections:

- 1) *Composition of current chapter members representative of the business school population*
- 2) Identification of *recruiting goals* for the period and target markets
- 3) *Promotional Campaign* - describing all forms of publicity used to promote recruiting events
- 4) *Recruiting Events* - a complete description of Meet the Chapter, socials, speakers, and other events that are planned specifically to recruit and to inform prospectives about the chapter and the Fraternity
- 5) *Follow-up and Membership Selection* - a description of ways the chapter continues correspondence with prospectives and the criteria the chapter considers when voting on pledge prospectives

The Golden Rule of Recruiting established and used by some chapters: You must be responsible for bringing two new members into the chapter; one to replace you, and one for the continued life and growth of the chapter."

The Non-Discrimination Policy —

The policy of the International Fraternity of Delta Sigma Pi, Inc., is that "discrimination against or harassment of any individual for reason of race, ethnicity, creed, religion, sex, sexual orientation, gender identity, marital status, national origin, age, disability or veteran status is specifically prohibited. Accordingly, equal access to employment opportunities, membership, educational programs, financial assistance and all other fraternal activities is extended to all persons."

(The Delta Sigma Pi Risk Management Policy can be found in the [National Policy and Procedure Manual](#))