



# **PHI KAPPA PSI** **Monthly Chapter Operations Call**

**March 9<sup>th</sup>, 2022**

**PHI KAPPA PSI FRATERNITY**

# Meeting Agenda – 03/09/2022

- Spring Billing Due Date
- Ritual Review
- Founders Day Wrap Up
- Chapter Updates for the Shield
- Reporting Initiation of New Members
- National Awards Reminder
- Goal Setting Meetings
- Risk Management Program
- Grand Arch Council Information
- Upcoming Monthly Meetings/Questions



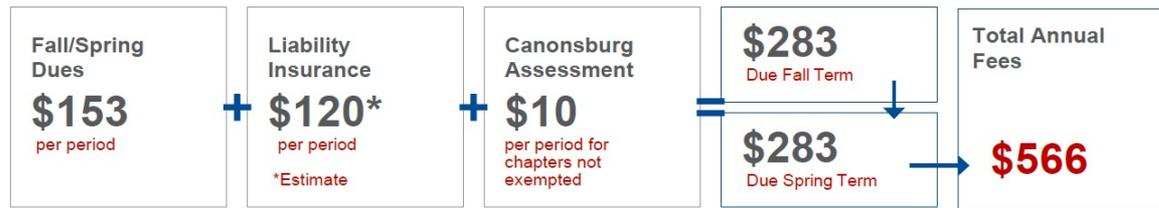
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# Spring 2022 Invoices Due Date

## PHI KAPPA PSI 2021-22 MEMBERSHIP COSTS



### General Fraternity Fees | Active Member



### General Fraternity Fees | New Member (Spring)



**Invoices are due Today March 9th!**

# Virtual Ritual Review

- Conducted by Greg Knapp (Brown '71, Illinois '72) Mystagogue
- Learn about the history and meaning of the ritual as well as how to properly perform it.
- April 6th and 7th (Times TBD) One session will be held later in the evening with our West Coast members in mind.

# Founders Day of Giving – #ChapterChallenge

A graphic titled "FOUNDERS DAY Chapter Challenge Leaderboard" overlaid on a background image of two men in red shirts. The leaderboard lists 10 chapters in two columns. The text "FOUNDERS DAY" is in bold white, "Chapter Challenge" is in a white script font, and "Leaderboard" is in a yellow sans-serif font.

1. Maryland Delta (Towson)	6. California Gamma (Cal)
2. Minnesota Delta (Minn. - Duluth)	7. Georgia Beta (Georgia Tech)
3. Iowa Beta (Iowa State)	8. Indiana Iota (Ball State)
4. Ohio Theta (Ashland)	9. Minnesota Beta (Minnesota)
5. Indiana Epsilon (Valparaiso)	10. Ohio Epsilon (Case Western)

- Prizes are \$3,000, \$2,000 & \$1,000 for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> place chapters to be deposited into the chapter fund of their choice.

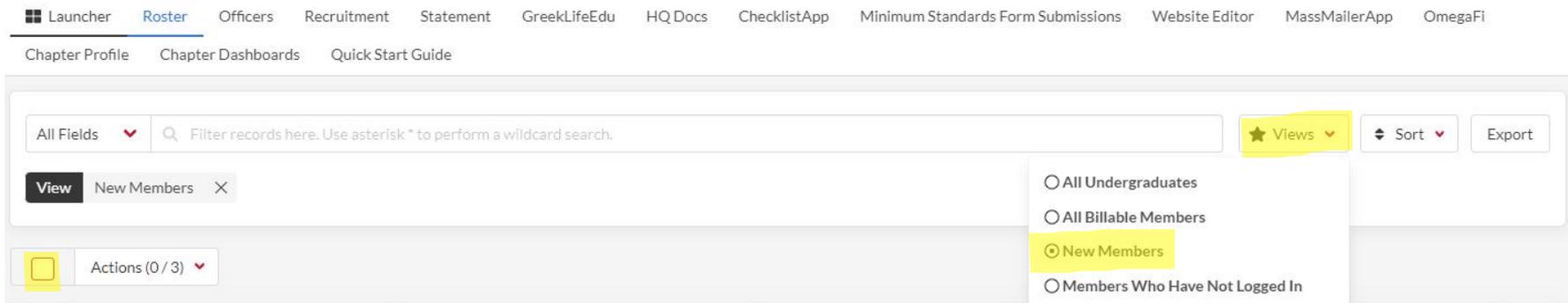
# Chapter Advisor Training

- Deadline for the Ascend portion of the Advisor training is tomorrow, Friday March 10<sup>th</sup>.
- Deadline for the advisor specific courses is Friday March 25<sup>th</sup>. This training is for advisors who work directly with the chapter officers: President, Vice President, Corresponding Secretary, Recruitment Chair, Treasurer and Risk Manager.
- Deadline for the Tightrope Training and Inclusive Practices is Monday August 15<sup>th</sup>.
- Access the training through Compass in the Phi Psi Portal: <https://portal.phikappapsi.com>
- Reach out to Kari Murphy, Director of Alumni Engagement, with any questions or issues @ [kari.murphy@phikappapsi.com](mailto:kari.murphy@phikappapsi.com)

# Reporting New Members

## Initiation Reporting

- Please remember to report all new members as initiated in a *single batch* rather than individually
- Officers can sort the roster feature by New Members so they can select everyone at once (shown below)



The screenshot shows a web application interface for a fraternity. At the top, there is a navigation bar with a hamburger menu icon and several menu items: Launcher, Roster (highlighted), Officers, Recruitment, Statement, GreekLifeEdu, HQ Docs, ChecklistApp, Minimum Standards Form Submissions, Website Editor, MassMailerApp, and OmegaFI. Below this is a secondary navigation bar with Chapter Profile, Chapter Dashboards, and Quick Start Guide. The main content area features a search bar with 'All Fields' and a search icon, a filter input field, and buttons for 'Views', 'Sort', and 'Export'. The 'Views' dropdown menu is open, showing four options: 'All Undergraduates', 'All Billable Members', 'New Members' (highlighted), and 'Members Who Have Not Logged In'. Below the search bar, there is a 'View' button and a 'New Members' tab. At the bottom left, there is an 'Actions (0 / 3)' dropdown menu.

*For additional help, use these videos:*

[Change Multiple Member Statuses](#)

[Setting Badge Numbers](#)

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# National Awards Reminder

## **GAC Awards (due: 6/1/22)**

- Grand Chapter
- Chapter Excellence

## **Nominations (due: 7/1/22)**

- Dr. Gordon Sparks Letterman Men's Health Award
- Outstanding Alumni Association
- Eddie Knight Award of Merit
- Outstanding House Corporation
- Advisor to Fraternities
- Undergraduate award
- Community Service Award
- Outstanding Chapter Advisor
- Ladies Silver Bowl

*For additional information, please visit:*

<https://www.phikappapsi.com/undergraduate-members/accreditation-awards/>

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# Submit Chapter News

Chapter News in the latest edition of *The Shield* was a big hit! If you haven't checked it out already the digital version is on our website:

<https://www.phikappapsi.com/about/the-shield/>

Please take a moment to submit your **Spring 2022** chapter updates:

<https://phipsi.formtitan.com/ft57faee8d1637090961062#/>

\*Your chapter news should be something that happened **this semester** that you would like to share with your alumni

We are always looking to feature our members and the great things that they do. I encourage everyone to reach out to the communications team anytime they have an accomplishment, an event, campus participation, or anything else they would like to share. This is your opportunity to showcase all the hard work your chapter does. You can send any additional information to my email at [megan.diveto@pkpfoundation.org](mailto:megan.diveto@pkpfoundation.org)



# Chapter/Colony Goal Setting

## Goal Conversations

- SWOT Analysis
- Current state of chapter affairs
  - Academics, Community Service, Recruitment, Alumni Engagement

## Goals

- SMART Goals
- Short Term (Spring 2022)
- Mid Range (Summer & Fall 2022)
- Long Term (Spring 2023+)

## Goal Document Storage

- Phi Psi Portal > HQ Docs > Chapter Folders

# Chapter/Colony Goal Setting Meetings

## Has Not Set Up Meeting

- Alabama Alpha
- Alabama Gamma
- California Eta
- California Gamma
- California Kappa
- California Theta
- Colorado Alpha
- Florida Alpha
- Georgia Alpha
- Illinois Eta
- Illinois Iota
- Illinois Theta
- Illinois Zeta
- Indiana Beta
- Indiana Eta
- Indiana Gamma
- Kansas Alpha
- Maryland Alpha
- Michigan Alpha
- Michigan Beta
- Minnesota Gamma
- Mississippi Alpha
- New Jersey Beta
- New Jersey Epsilon
- New York Beta
- New York Eta
- New York Iota
- New York Kappa
- Ohio Epsilon
- Ohio Iota
- Ohio Kappa
- Ohio Nu
- Ohio Omicron
- Ohio Xi
- Oklahoma Alpha
- Oregon Beta
- Pennsylvania Alpha
- Pennsylvania Eta
- Pennsylvania Phi
- Pennsylvania Rho
- Pennsylvania Upsilon
- Pennsylvania Xi
- Rhode Island Beta
- Tennessee Epsilon
- Texas Alpha
- Texas Beta
- Texas Epsilon
- Texas Eta
- Virginia Alpha
- Virginia Eta
- West Virginia Alpha
- Wisconsin Gamma

# Risk Management Education Requirements

## Minimum Standard:

- Completion of Fall & Spring risk management education programs with 85% attendance from current active members and 85% of current new members
- Fall Topic (mandatory):
  - *Drug & Alcohol Abuse*
- Spring Topic (choose 1):
  - *Hazing & Fraternity Education*
  - *General Insurance & Risk Management\**
  - *Criminal Liability & Basic Legal Concepts*
  - *Sexual Violence Prevention*
  - *Fire Prevention*

HQ will be providing content to satisfy the General Insurance & Risk Management topic. This will be available starting next week. **Chapters must *request to enroll*** by contacting your HQ point of contact (Ben, Brandon, Cristian) or [ChapterOperationsTeam@pkpfoundation.org](mailto:ChapterOperationsTeam@pkpfoundation.org)

# GAC Preparation

## GRAND ARCH COUNCIL INFORMATION

When:	Wednesday, July 27, 2022 – Saturday, July 30, 2022
Where:	Indianapolis, Indiana – JW Marriott
	The first event will take place on Wednesday evening, and the final banquet will be on Saturday evening.

# GAC Preparation

## WHO SHOULD ATTEND?

- Initiated members of the fraternity (Unless you are a colony)
- Members who are interested in engaging in the governing process of the fraternity
- Members who want to network and meet other brothers in Phi Psi

## WHEN SHOULD WE SELECT DELGATES?

- Please select your chapter's delegates ASAP.

# GAC Preparation

## WHAT IS REQUIRED OF EACH CHAPTER

Each chapter is required to send at least ONE (1) undergraduate delegate

Each chapter is able to have up to TWO (2) undergraduate delegates and ONE (1) alumni delegate

Each chapter is required to attend each of the GENERAL SESSIONS at the Grand Arch Council

# GAC Preparation

## WHAT IS THE GRAND ARCH COUNCIL?

- Governing body of Phi Kappa Psi
- Meets every two years during even years
- Chapters and alumni have delegates who decide:
  - Executive Council Board Members (Alumni)
  - Changes to constitution and bylaws
- Delegates participate in committees of the Fraternity to discuss
  - Fraternity Education
  - Ritual
  - Fraternity Finances
  - Alumni Engagement and Alumni Associations
  - Constitution and Bylaws
  - Recruitment and Expansion
  - Diversity, Equity, and Inclusion

# GAC Preparation

			<b>TOTAL</b>
Registration	2 Members	Covered by Dues	\$0
Hotel	4 nights	\$189 + Tax	\$825
Travel	2 Members	\$500	\$1000
Food	2 Members	\$100	\$200
Total			<b>\$2025</b>

# Upcoming Monthly Meetings

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- Wednesday, April 13<sup>th</sup> @ 8:00pm ET

# Agenda Recap

- Spring Billing Due Date
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**QUESTIONS?**

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