



## COVID-19 CHAPTER FAQ

Your membership in Delta Sigma Phi is meant to provide you with lifelong friendships and opportunities to practice leadership on your campus and within your community. The current public health event is an opportunity to lead each other through an unprecedented time, and this document is meant to assist you through the early stages of your chapter's response to COVID-19.

### CHAPTER MEETINGS

**Q: HOW SHOULD WE HOLD CHAPTER MEETINGS IF WE ARE NOT ON CAMPUS?**

We recommend hosting virtual meetings using video conferencing options such as [Google Hangouts](#), [GoTo Meeting](#) or [Zoom](#). Zoom offers free meetings up to 100 participants for up to a 40-minute meeting. Make sure to communicate clearly to your chapter members the date, time and meeting information and send an agenda in advance of the call to keep attendees on track. Your Chapter Support Coordinator can help you build your agenda based on your chapter's current priorities.

### NATIONAL HEADQUARTERS SERVICES

**Q: WHAT SERVICES WILL BE OFFERED BY THE NATIONAL OFFICE?**

The national office will continue to provide multiple avenues of support and communication. Here are a few responses that are specific to undergraduate chapters. Our staff will deliver the following services:

- Regularly scheduled coaching meetings with chapter officers and advisors.
- Remote meeting facilitation. Meaning, you can request that your Chapter Support Coordinator join your chapter, executive, or new member meetings to assist with broader chapter conversations.
- Regular communication with campus professionals so that we can proactively troubleshoot campus responses that impact your chapter operations.
- Maintaining and upgrading previously announced chapter services, such as the new interactive database, learning management system, and growth site that will rollout as planned this summer.
- Planning national social activities that will keep us connected, such as national video game competitions, trivia nights, and a number of fun, creative ways to share brotherhood together.

## CHAPTER DUES

### **Q: DO WE NEED TO COMPLETE OUR FINAL DUES PAYMENT THIS SEMESTER?**

The quick answer is, yes. Chapter dues are to be paid at the start of each semester, however, many chapters choose our installment plan that concludes on April 15th. If you have specific questions about your national dues payments, please contact Ryan Stoner at [stoner@deltasig.org](mailto:stoner@deltasig.org). We are eager to work with you to address any questions or concerns you have regarding your chapter's dues.

### **Q: WHAT ARE DUES GOING TOWARD AT THIS TIME?**

Your dues pay for a number of services, including: member liability and risk insurance for more than 6,000 undergraduate members and advisors, membership database and communications services, office utilities, and routine business costs such as association fees, tax expenses, and various business insurances. Further, please know that your National Headquarters staff is working seven days a week to meet the needs of our membership, campus partners, and industry leading associations. Our commitment to you will ensure you continue to have an organization that connects you with the best personal and professional network.

### **Q: WHAT HAPPENS TO MY LOCAL CHAPTER DUES?**

Local dues are collected and used based on your chapter's discretion. We strongly recommend all chapter members connect with their executive officers to understand your chapter's budget and how finances are being managed during this time.

## NEW MEMBER EDUCATION AND INITIATION

### **Q: HOW SHOULD WE MOVE FORWARD WITH NEW MEMBER EDUCATION IF WE ARE NOT TOGETHER?**

New Member Education can be completed online. We recommend using the previously mentioned video conferencing services to facilitate the remainder of your [four](#) or [six](#) week new member education programs. Questions regarding new member education can be sent to Kristin Fouts at [fouts@deltasig.org](mailto:fouts@deltasig.org).

**NEW MEMBER EDUCATION AND INITIATION CONTINUED ON NEXT PAGE.**

## NEW MEMBER EDUCATION AND INITIATION

### **Q: SHOULD WE STILL HOLD INITIATION? IF SO, HOW?**

The quick answer is, yes. There are two options for chapters:

- **Chapters that can return to campus this spring** - we will work with you and your campus advisor to better understand the timeline for your return to campus and your ability to meet in-person. In the meantime, ensure that you are being transparent with your new members so that have a clear understanding of their involvement within the chapter.
- **Chapters that can NOT return to campus this spring (or are unsure)** -After consulting with our National Parliamentarian to confirm our interpretation of Delta Sigma Phi's Constitution and Bylaws, we are excited to share that your chapter's new members can be initiated by Phillip Rodriguez, Executive Director. We will share more information in the coming week and look forward to welcoming our new brothers to the Fraternity.

## SOCIAL, BROTHERHOOD, AND SERVICE EVENTS

### **Q: WE HAVE EVENTS THAT ARE IN VARIOUS STAGES OF PLANNING, WHAT SHOULD WE DO?**

Given that many events are being taken day-by-day, we recommend avoiding any financial or time commitment between your chapter and other businesses, organizations, or events at this time. Please communicate event cancellations and updates to those that have been invited. If you need assistance communicating updates about your event, or need assistance navigating a contract the chapter has already signed, please connect with Aaron Noon at [noon@deltasig.org](mailto:noon@deltasig.org).

## COMMUNICATION

### **Q: HOW DO WE MAKE SURE ALL CHAPTER MEMBERS RECEIVE FRATERNITY COMMUNICATIONS?**

We ask that you encourage your entire chapter to update their contact information with the national office and follow our social media accounts. [You can update your contact information here.](#)

We will use [Facebook](#), [Instagram](#), and [Twitter](#) as our primary social media platforms moving forward. Follow us today to receive regular announcements.