

Chartering Packet

Florida Delta Colony of Sigma Alpha Epsilon
University of South Florida

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Introduction

Colony Eminent Archon, Sebastian Pankiewicz

On September 30, 2016, the Florida Delta Phoenix Colony (“Colony”) of the Sigma Alpha Epsilon Fraternity (“ΣΑΕ”) at the University of South Florida (“USF”) was installed. Thirty young men began working toward the goal of chartering before hardship ensued. Over the next two years, academics, recruitment and member involvement became problems which hindered the Colony’s growth. By the end of Spring 2018, the Colony was left with 14 dedicated members who were determined to fulfill the Colony’s true potential.

During the Summer of 2018, with the assistance from strong support structures such as Sigma Alpha Epsilon’s Coordinators of Chapter Development, the Florida Delta Alumni Association (“FDAA”) and our chapter advisor, the Colony undertook a reorganization and revitalization of all aspects of fraternal life. The Coordinators of Chapter Development were great points of contact as well as sources of advice for many of our questions or concerns. The FDAA headed by its president, Ray Seaford, and its officers were essential to refining the leadership and direction of the Colony which enabled much of our recent success. Our chapter advisor, Cason Parker, who had been with Colony since its inception, continued to provide us with his expertise.

Revitalized in all aspects of our fraternal life, the Colony embraced Fall 2018 recruitment with a new zeal and determination. Our 14 members, along with all of the officers of the FDAA, out recruited every other established fraternity on campus. As a result of the outstanding efforts of all involved, we recently initiated 22 new members into our Colony. These new members have outstanding academics, campus involvement and are truly energized to make the Colony not only the most outstanding fraternity at USF but throughout the ΣΑΕ Realm. The revitalization of our Colony was not a one-time effort to charter. Instead, it reflects a phoenix like rebirth of all aspects of leadership, zeal, brotherhood, academics, effective management and organization.

Based upon the objective information contained within this Chartering Packet, I, Sebastian Pankiewicz, the Eminent Archon of the Florida Delta Colony, believe that the Colony has fully met all of the obligations and responsibilities necessary to obtain its charter and formally return Florida Delta to its distinguished place as a Chapter of ΣΑΕ.

Respectfully submitted on behalf of the Colony this 13 day of October, 2018.


Sebastian Pankiewicz
Colony Eminent Archon

FDAA President, Ray Seaford

The Florida Delta Colony was reestablished by ΣAE in the Fall of 2016. As all Colony efforts go, membership waxed and waned for the initial years. However, as the current Colony leadership began to establish and assert itself, the Colony found its footing and began the current process of revitalization as further described within this Chartering Packet. This document is a product of both the Colony and the FDAA to fully demonstrate the past accomplishments of the Colony and the future potential of its members to fully execute their vision of success as a Chapter of ΣAE.

The involvement of the FDAA with the Colony has been beneficial for both parties. By partnering with the FDAA, the Colony members were able to see the everlasting brotherhood and True Gentleman demeanor exhibited by the officers of the FDAA. This resulting in the Colony members adopting the successful traits, habits and suggestions of the FDAA officers. The Colony saw that the officers of the FDAA gave generously of their time, effort and resources to fully ensure the successful return of a charter to Florida Delta and to establish a support mechanism for the future development of the chapter. In return, the Colony members worked smart, hard and enthusiastically to better develop the chapter. It was, and will remain, a collaborative effort amongst brothers of all ages which served to deepen the bonds of fraternity and cement a lasting relationship between the Colony and the FDAA.

Based upon the objective information contained within this Chartering Packet, I, Ray Seaford, the President of the FDAA, believe that the Florida Delta Colony has fully met all of the obligations and responsibilities necessary to obtain its charter and formally return Florida Delta to its distinguished place as a Chapter of ΣAE.

Respectfully submitted on behalf of the FDAA this 13th day of October, 2018.



Ray Seaford
President, FDAA

Current Directory of Colony Officers

Sebastian Pankiewicz	Eminent Archon
Garrett Williamson	Eminent Deputy Archon
Christian Nielsen	Eminent Treasurer
Spencer McClanahan	Eminent Recorder
William Mazanec	Eminent Warden
Chase Concannon	Recruitment Chairman
Calvin Courtney	IFC Representative
David Lawler	Scholarship Chairman
Harrison McNatt	Alumni Chairman
Hunter Ratchford	Philanthropy and Service Chairman
Daniel Rogan	Intramural Athletics Chairman
Thomas Tamburello	Member Education Chairman
Reese Taschenberger	Health and Safety Officer

Current Directory of FDAA Officers

Ray Seaford	President
Charles Earle, Jr.	Vice President
Mitchell Feldman	Treasurer and Technology
Scott Burgess	Chapter Faculty Advisor and Social Chairman
Cason Parker	Chapter Advisor and Deputy Province Archon
Jim Dunnam	Communications
Steve Birk	Florida Delta's ΣAE World Series Team Captain
Luis Visot	Past Chapter Advisor Emeritus
John Fantone	Past FDAA President Emeritus

Brothers of the Florida Delta Colony

Trevor Addeo

Drew Barrow

Dustin Bosch

Chase Concannon

Calvin Courtney

Jeffrey Diller

Alec Dybiec

Michael Flesher

Tate Jakobi

Abhishek Kandukuru

William Kirkland

Dakota Krebs

David Lawler

William Mazanec

Spencer McClanahan

Harrison McNatt

Max Mizrahi

Dallas Nelson

Christian Nielsen

Jacob Nugent

Justin Palumbo

Sebastian Pankiewicz

Ruben Perez

Jonathan Piriou

Blake Porter

Hunter Ratchford

William Rickard

Daniel Rogan

Chase Rogers

Jaises Stephen

Thomas Tamburello

Reese Taschenberger

Robert Traitz

Carter Wegner

Garrett Williamson

Clyde Wright



FRONT ROW (Left to Right)

Harrison McNatt, Robert Traitz, Dustin Bosch, Reese Taschenberger, Thomas Tamburello, Trevor Addeo, David Lawler, Abhishek Kandukuru, Tate Jakobi, Carter Wegner, Jaíses Stephen, Sebastian Pankiewicz, Chase Concannon, Calvin Courtney, Christian Nielsen

BACK ROW (Left to Right)

William Kirkland, Garrett Williamson, Clyde Wright, Chase Rogers, Jacob Nugent, Michael Flesher, William Mazanec, Blake Porter, Jeffrey Diller, Drew Barrow, Max Mizrahi, Jonathon Piriou, Dallas Nelson, Dakota Krebs, Ruben Perez, Spencer McClanahan

NOT PICTURED

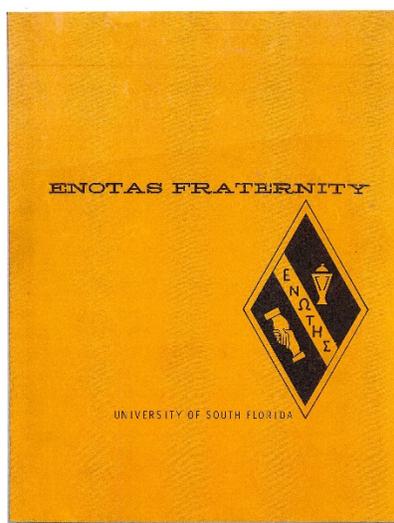
Alec Dybiec, Justin Palumbo, Hunter Ratchford, William Rickard, Dan Rogan

History of Florida Delta

Enotas

Beginning in 1961, the Enotas fraternity was one of the first local fraternities established at USF. At its peak, the brotherhood consisted of 86 members. Service projects included the clean-up campus campaign and the money-making auction for the USF Foundation. The intramural record of Enotas was impressive. In five years, it had won the fraternity league championship from 1961 through 1966 and three of five intramural championships. The Enotas social calendar included the Buccaneer Revelry, the Boat Party and Enotas Weekend.

Interested in associating with a national fraternity, the Enotas sought membership with the Sigma Alpha Epsilon Fraternity. In May of 1966, the Enotas submitted their detailed 60-page Chartering Packet to the national office.¹



Enotas 1966 Chartering Packet

The Enotas attended the 111th ΣAE national convention in Minneapolis, Minnesota held in June 1967. At the convention, an oral vote was held to have the Enotas become members of ΣAE. The vote was unanimous and a charter was approved. The Enotas were to become the Florida Delta Chapter of ΣAE and the 191st Chapter of the Realm. The national office selected the installation date of January 20, 1968.

Interestingly, at that time, ΣAE invited not only the Enotas to be initiated on January 20, 1968, but ΣAE also invited the fathers, uncles and brothers of the Enotas to be initiated as well. This invitation was also extended to any male local dignitaries. The pre-induction group photograph taken on Friday, January 19, 1968, is shown below.

¹ <http://www.saeusf.com/images/education/SAE-Enotas-Chartering-Packet-1966-COMPRESSED.pdf>



Pre-Installation Group Photograph

Florida Delta's Double Initiate

If you look closely at the photograph above, you will note that in the center of the second row, behind Brother Robert Ellis in his wheelchair, stands Brother Leroy Collins, the 33rd Governor of the State of Florida. On June 30, 1934, Brother Collins was initiated at Tennessee Lambda, Cumberland University, while in law school. However, by the time the above photograph was taken, Brother Collins was no longer Governor of Florida and had moved to Tampa to practice law. However, as Brother Collins was no stranger to Σ AE, he made sure to be involved in all the Enotas chartering ceremonies. How involved was he? Brother Collins was so involved with the chartering ceremonies that he, along with the Enotas and the other invited men, were all initiated on January 20, 1968, at the International Inn. This made Brother Collins a double initiate of Σ AE. Need proof? Go to <https://sae.historyit.com/list-results.php?id=12&page=2> and you will find Brother Collins as an initiate member of Tennessee Lambda. Go to <https://sae.historyit.com/list-results.php?id=190&page=21> and you will find Brother Collins as an initiate member of Florida Delta. Selfishly, we think Brother Collins second initiation with Florida Delta reflects a choice to be associated with his favorite chapter of Σ AE.

Eminent Supreme Archon Roy L. Miller Presents the Charter

Presiding over January 20, 1968, initiation ceremony was Eminent Supreme Archon Roy L. Miller. If you look closely to the right edge of the right page from USF's yearbook on the following page, taken from the 1968 Aegean, you can see ESA Miller presenting the original charter to Florida Delta Eminent Archon Richard Moore.

Joe Albrecht
Steve Barrows
John Berman
Paul Bess
Steve Berger

Dick Oatis
Joe Collins
John Deaton
Wayne Stewart

John Parnace
John Parnace
John Parnace
John Parnace
John Parnace

Dick Gray
Tom Hake
Tom Hake
Tom Hake
Lance Kiley

Mike Ledmann
Dick Lane
John Lippert
John Lippert
John Lippert

Dick McLeod
Tom Miller
Tom Miller
Tom Miller
Richard Moore

Jim Moran
Jerry Moore
Tom O'Brien
Tom O'Brien
Ed P. O'Brien

Larry Pittsford
John Ragan
John Ragan
John Ragan
Vic Reed

Jim Selin
Mike Slaughter
Tom Stewart
Dave Stetson

Clay Ponder
Clay Ponder
Clay Ponder
Frank Wilson

Brothers of the new Florida Delta Chapter were installed after the Installation Banquet at the International Inn

Enotas President, Dave Seales, receives the IPC trophy from President John S. Allen

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SIGMA ALPHA EPSILON

"The True Gentleman" is one whose conduct proceeds from good will and a sense of propriety, one who treats the obscure, the poor, and the deformed as any other man, one who practices self-control, one who is humble, sincere, and sympathetic, and one who values the rights and the honor of his fellow man. "The True Gentleman" is the code of the men of Sigma Alpha Epsilon. SAE's purpose is to develop a well-rounded individual and it is easy to see from their impressive list of activities and honors that this has been accomplished. Some of their activities include: "Keep USF Green and Clean," the Fall Ball, Baccalauree Revelry, and the Gasparilla Coke sale. They engaged in an advertising project, in which they did advertising for some eighty merchants. Other projects were a picnic for orphaned children and a Halloween candy sale. Originally founded at USF in 1960 as Enotas, an athletic organization, they later affiliated with Sigma Alpha Epsilon. On January 20, 1968, Enotas became the Florida Delta chapter of SAE. The fraternity now consists of 65 active brothers and 19 pledges who are advised by Professor John Anderson, and Mr. John Metzdorf. Officers were: C. Richard Moore, president; Richard Lane, vice-president; Pete Belstrom, recorder; Dick James, corresponding secretary; Robert Roberson, treasurer; Rick Lehman, herald; Michael Minardi, ebtroniker; Edwin Tallinn, chaplain, and Michael Stewart, warden.

Officers of the Florida Delta Chapter of SAE were honored at the Installation Banquet held at the International Inn

SAE President Richard Moore receives the national charter for the Florida Delta Chapter

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USF 1968 Aegean Yearbook

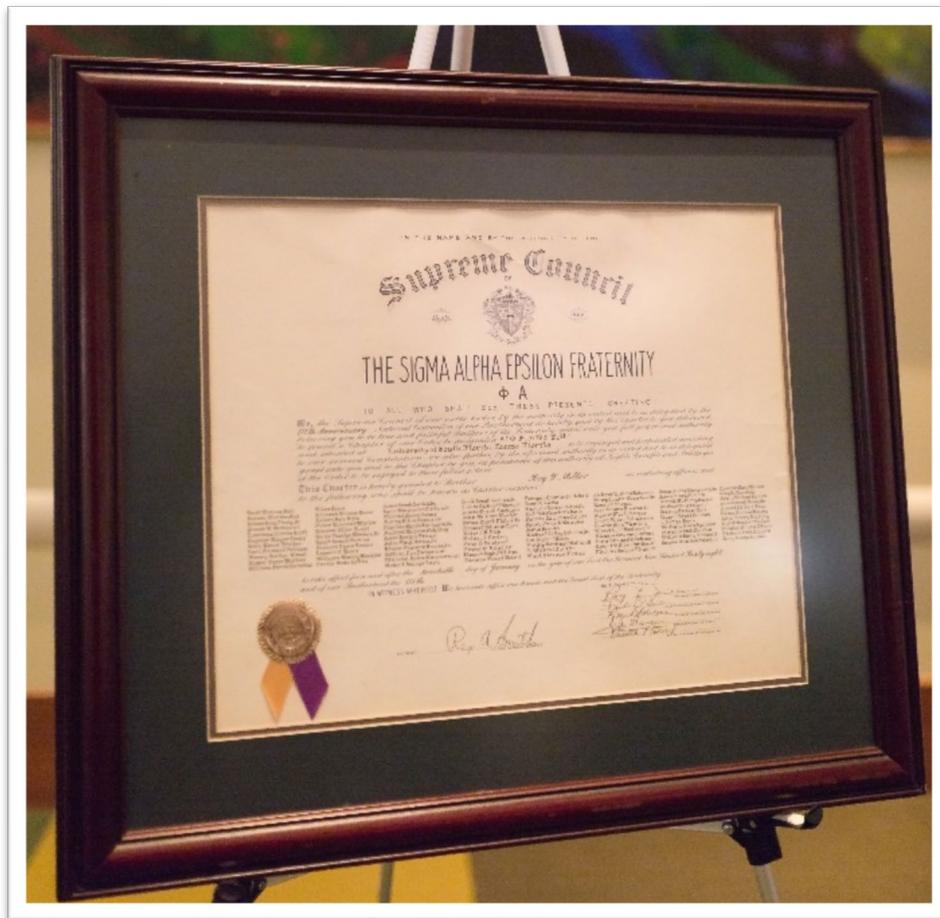
Florida Delta Chapter

Upon becoming the Florida Delta Chapter of ΣΑΕ, the brothers of Florida Delta continued with their contributions to USF and its Greek community. The brothers of Florida Delta were active in every facet of the USF community. Brothers of Florida Delta occupied prominent positions in USF Ambassadors, were athletes in most every USF sport, were involved in USF student government, dominated both campus and fraternity intramural sports and were USF leadership award recipients. Throughout this process, the brothers of Florida Delta were True Gentlemen and attended Province Conventions, National Conventions and sent numerous brothers to National Leadership School both as students and later as faculty. Alumnus of Florida Delta have been active Chapters Advisers, Province Officers, National Committee Chairman and one brave soul even ran for the Supreme Council.

50th Anniversary of Florida Delta

On January 20, 2018, the Florida Delta Chapter celebrated its 50th Anniversary. The event was put on by the FDDA and held at USF's Marshall Center grand ballroom. The event was well attended by over 350 brothers, their wives and Colony members. Eminent Supreme Archon, Thomas J. Dement II, graciously agreed to attend this event and was our keynote speaker.

During the event the FDAA recognized our 50 year brothers, presented numerous Alumni with the Order of the Lion and Order of Minerva while issuing special FDAA awards to three outstanding Florida Delta Alumni. Brother Major General Luis Visot (Ret.) received the FDAA Brother Hero award for his outstanding service to Florida Delta and our Country. Brother Steve Birk received the FDAA newly created Steve Birk Athletic Dedication Award for his outstanding dedication to annually fielding a Florida Delta team at the ΣAE World Series Tournament in New Orleans and coming in first place more than any other Chapter in the Realm. Finally, the FDAA awarded its True Gentlemen award to John Fantone, a 50 year alumnus whose numerous contributions to ΣAE at the local, province and national level over the past decades have been truly selfless.



Florida Delta's Original Charter from January 20, 1968



Eminent Supreme Archon Tom Dement II Brothers Steve Birk (L) award winner and Ray Seaford (R)



Brothers Ray Seaford (L) Luis Visot (R) award winner Brothers John Fantone (L) award winner and Ray Seaford (R)



City of Tampa Proclamation making January 20, 1968, “Florida Delta Chapter of Sigma Alpha Epsilon Fraternity Day”



Fifty Years of Florida Delta Alumni and Colony Members

Brief Overview of the University of South Florida

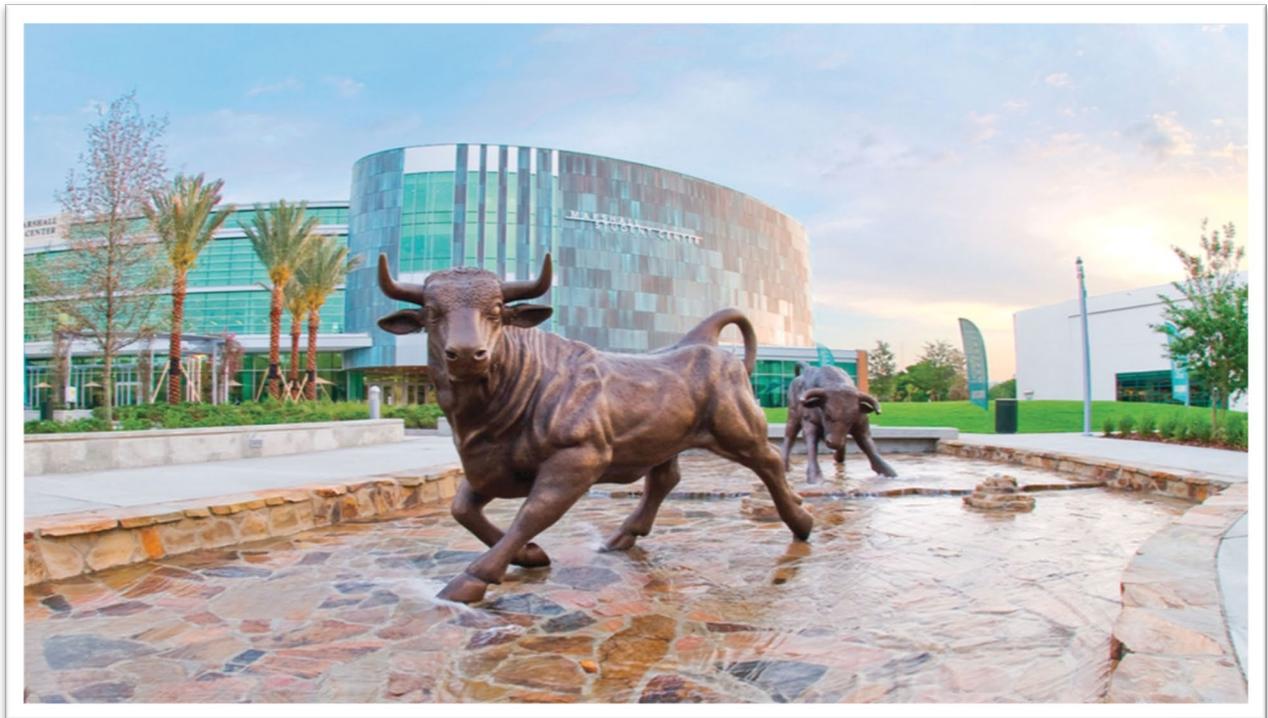
The University of South Florida, also known as USF, was founded in 1956. It has a total undergraduate enrollment of 37,333. Its main campus is located in Tampa, Florida. The setting is urban and the campus size is 1,562 acres. USF utilizes a semester-based academic calendar. USF's ranking in the 2019 edition of Best Colleges and National Universities is 124.

USF is a research institution with multiple campuses throughout the state. USF, while based in Tampa, has regional campuses in Sarasota and St. Petersburg. USF is only one of three Universities in Florida designated as a "Preeminent State Research University." USF is one of the nation's top public research universities and one of 49 public research universities nationwide classified as both a Doctoral University with "Highest Research Activity" and as a "Community Engaged" institution by the Carnegie Classification of Institutions of Higher Education.

USF's fall 2018 Freshman academic profile posts an average SAT score of 1283 and a high school GPA of 4.09.

At USF, there are more than 600 registered student organizations as well as a vibrant Greek community.

The USF Bulls athletic teams compete in the NCAA Division I American Athletic Conference and just this week USF's undefeated football team was ranked 23 in both the AP and Coaches Poll. Go Bulls!



Greek Life at the University of South Florida

USF's Greek System is comprised of the following:

USF Panhellenic Association (10 Chapters)

USF Interfraternity Council (16 Chapters)

National Pan-Hellenic Council (8 Chapters)

Multicultural Greek Council (15 Chapters)

As documented by USF,² since 1966, fraternities and sororities have contributed to the history, achievements, pride, and overall student experience on campus and within the surrounding Tampa Bay community. Today our community fosters membership opportunities in 50 distinctly unique organizations reflecting the diversity of our USF student body with each chapter embracing our four core values: Integrity, Learning, Leadership, and Service.

The fraternity and sorority community embodies 8% of the approximate 47,000 student population. Our members are heavily involved in leadership opportunities within Student Government, Orientation, USF Ambassadors, and much more.

Today's Fraternities and Sororities are the largest and most visible values-based organizations on campus. Offering some of the most successful leadership development programs and community service opportunities fraternity and sorority life is a pillar for the community. We serve as a part of the largest network of volunteers in the nation contributing 45,000 of more than 10 million hours of service annually.

Being a member of a Greek lettered organization at the University of South Florida is a great opportunity to develop as a person and to enhance the collegiate experience. Through membership development programs that the office hosts to philanthropies created by each organization, members of the Greek community are exposed to multiple learning and growth opportunities. Being a member of a fraternity/sorority means joining an organization that is bigger than yourself where you learn about personal values and ethics and finding that organization that has the values and morals that align with your own. This aspect is something that is unique to a Greek Lettered organization and that no other student organization can offer to the average student.

² <https://www.usf.edu/student-affairs/involvement/fraternity-and-sorority-life/index.aspx>

Recruitment

Recruitment Philosophy

In 2018, the Florida Board of Governors designated USF Tampa as a Preeminent State Research University, placing USF Tampa in the most elite category among the state's 12 public universities. Further, USF's fall 2018 freshman academic profile posted an impressive average SAT score of 1283 and a high school unweighted GPA of 4.09. Based upon this information, the Colony adopted a simple recruiting philosophy.

Academically, socially and philanthropically, each young man currently attending USF likely met or exceeded Σ AE's standards. Seeking to develop a diverse Colony membership mirroring the diversity found within the USF student community, the Colony's recruitment philosophy was simple. If a young man at USF sought inclusion within USF's Greek community without subjecting himself to the outdated grade wrecking model of pledgship and pursued academic, social, philanthropic and athletic excellence while accepting Σ AE's standard of the True Gentlemen, then he was worthy of an invitation to join the Colony. Thus, our recruitment philosophy was one of inclusion, not exclusion.

Additionally, the Colony attempted to identify every Σ AE legacy coming through formal recruitment. The Colony then offered each Σ AE legacy, regardless of their interest, the courtesy of a bid. This was done so that their father, an Σ AE alumnus, would understand that we valued his past service and lifelong membership with Σ AE. It also demonstrated that we valued the inherent love of Σ AE that we believed each Σ AE father likely instilled in his legacy son. In extending a legacy bid, the Colony sought to provide the opportunity for the creation of that special unique fraternal bond of brotherhood between an Σ AE father and his legacy son. Even if a legacy son did not accept our bid, we wanted both the Σ AE father and his legacy son to know that we, a Colony of Σ AE, had proudly fulfilled our fraternal obligation to both individuals.

Developing a Dedicated Recruitment Brand

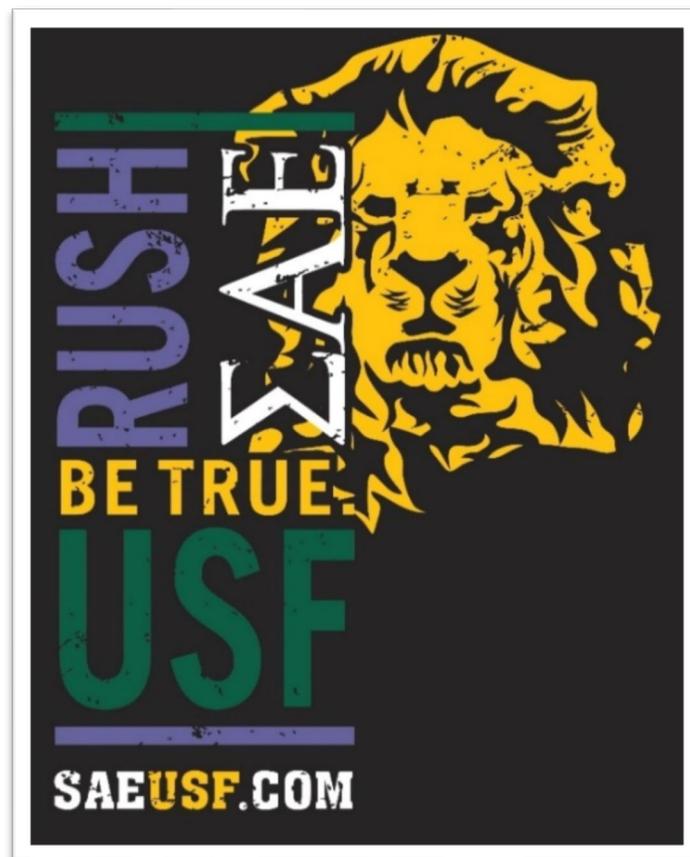
We understand recruitment is the lifeblood of Σ AE. During the summer of 2018, the Colony worked diligently with the FDAA to develop and revise our recruitment skills, tools, media, graphics and focus. We sought to bring back the institutional knowledge that previously made Florida Delta an award-winning Chapter both with USF and Σ AE nationally. Our Colony officers met with FDAA officers in a formal setting every two weeks throughout the summer. Working together, we developed a new graphic for recruitment which emphasized both Σ AE and USF. We wanted potential new members ("PNM") to be able to readily distinguish Σ AE from other Greek organizations by use of bold imagery and color. We also wanted to emphasize that as students at USF our Colony was an integral part of the USF community. We intentionally sought to display our inclusion as a student organization at USF by incorporating USF in every recruitment graphic. We also wanted our brand to be undated so that we could easily reuse the graphic each semester so that anyone who passed on a previous formal recruitment could easily find us by the constant use of our recruitment graphic when they were in a position to join the Colony.

Using ΣAE’s visual standards guide, we used old gold and royal purple for the ΣAE colors. As USF’s colors are gold and kelly green, we were able to incorporate the colors of both ΣAE and USF harmoniously. Indeed, the color scheme ended up as gold/purple/green, the unifying colors of Mardi Gras, a color palate symbolizing fun, history and tradition. We also sought to incorporate the fraternity’s tagline, “Be True,” in a central location within the graphic symbolizing that being a True Gentleman was the core principle for our student organization.

We also wanted to set ourselves apart from the typical disorganized fraternity who thinks about recruitment the week before recruitment. Instead, we wanted every aspect of our recruitment brand to demonstrate a level of professionalism and attention to detail lacking in our competition. In short, we wanted a recruitment brand that implicitly and explicitly attracted the very best potential ΣAEs that USF had to offer.

Our Recruitment Brand

Working with a professional graphics artist, after reviewing various designs and displays, our team agreed upon the primary recruitment graphic set forth below. This graphic was to be used for our recruitment shirts, A-frame advertising boards on campus and our recruitment website. The graphic would provide continuity through all forms of recruitment advertising so that a PNM could avoid a crash course in deciphering the Greek alphabet and simply look for this graphic when trying to locate us anywhere on campus.



Recruitment Shirt

Our recruitment shirts were ordered and obtained before the fall semester started thereby allowing our Colony members to wear our recruitment shirts on campus in advance of any formal recruitment. Each member was required to wear their recruitment shirt on campus to the exclusion of other Σ AE related shirts. Again, the idea was to uniformly promote our Colony's recruitment brand at all times. The FDAA provided the recruitment shirts at no cost to our members, making sure no member was without a recruitment shirt for any reason. Below is a photo of our recruitment shirt.



Recruitment A-Frames

Working with the FDAA, we obtained six customized recruitment boards and with the help from FDAA, three 3' by 7' A-frames were constructed. These three reusable all weather A-frames were placed on campus at strategic locations one week before the beginning of formal recruitment. Our recruitment signs were truly a step above the rest.

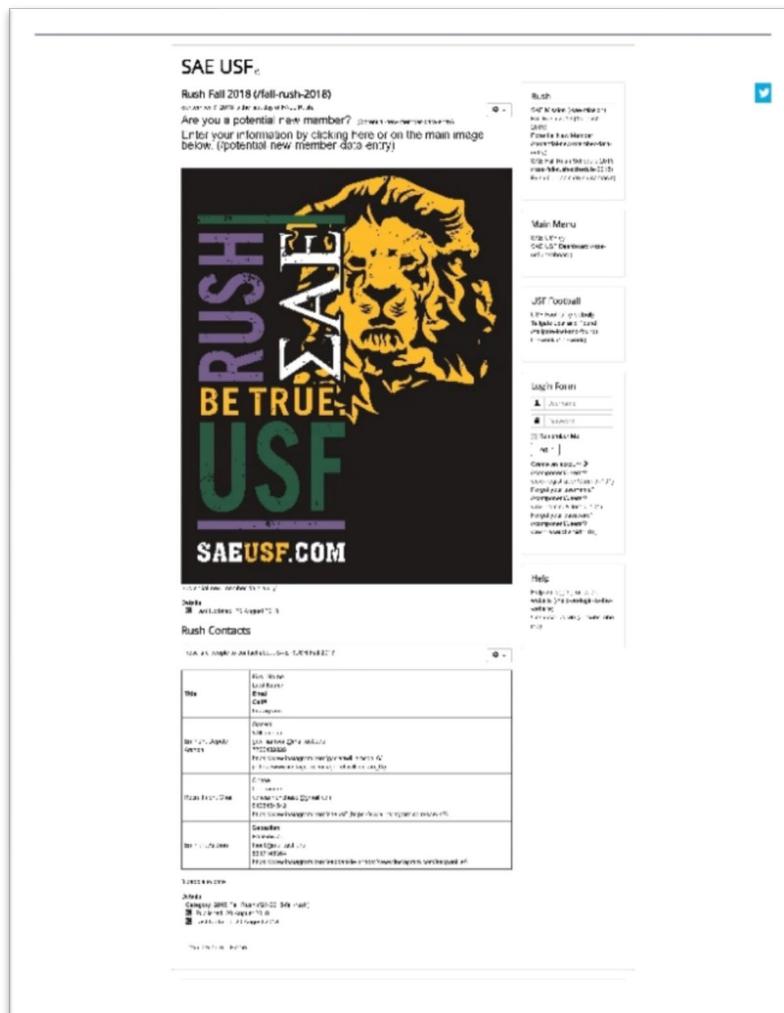


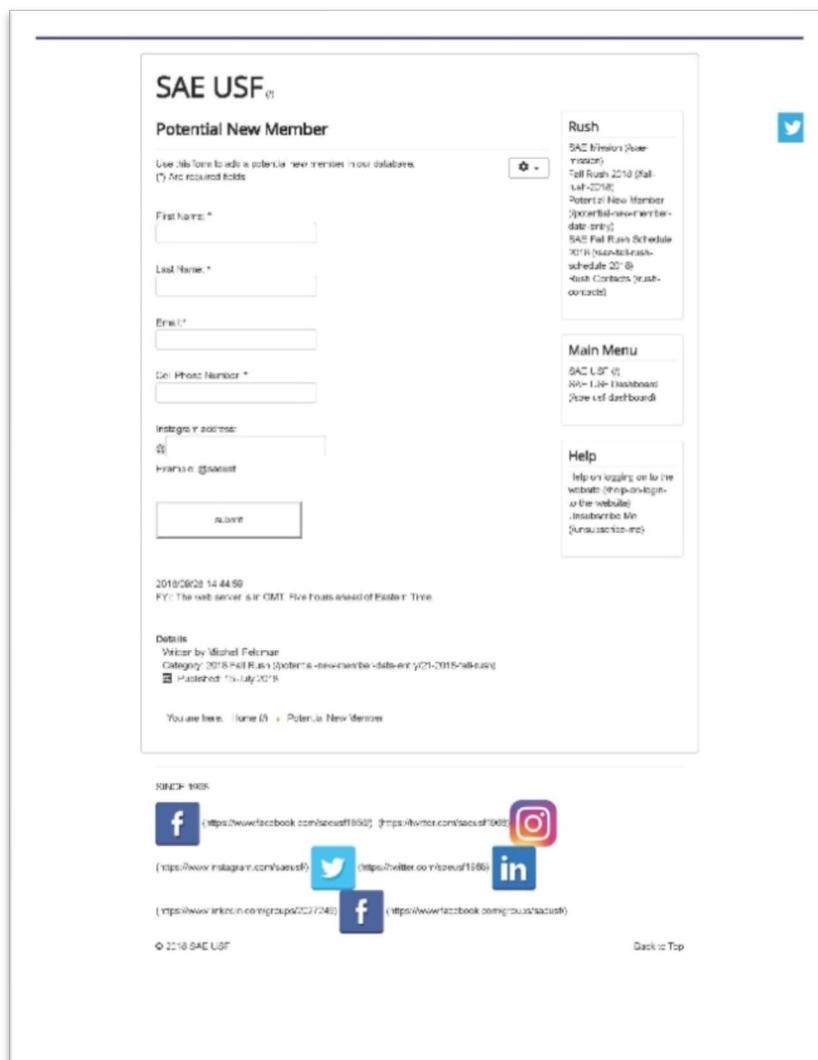
Dedicated Recruitment Website and Proprietary PNM Database

Prior to the start of the semester, working with the FDAA, we created a dedicated recruitment website. Our recruitment website emphasized our recruitment graphic. While many Greek organizations use Twitter or Instagram to send information out, we used a website because it allowed us to collect PNM information into our recruitment database.

Repeating our recruitment graphic to avoid confusion and to generate brand recognition, we provided the PNMs with a website where they could “click” on our recruitment brand graphic (thereby reinforcing it yet again) and preregister for recruitment events and timely recruitment communications. Screen shots of the website are provided below and we have left the website active should you wish to visit. The website also displays well on all mobile devices.

Main page at www.SAEUSF.com





Recruitment Website Registration

During both formal and informal recruitment, we asked PNMs to take a minute of their time to register with us via their cell phones on our website while we talked to them about our Colony. This permitted interaction on the part of our Colony members with PNMs without the awkwardness of trying to sell them on fraternity while, at the same time, the PNMs becoming overwhelmed trying to retain any recruitment information we might immediately provide.

Instead, simply by providing us with their name and phone number, PNMs were automatically and painlessly entered into a database that allowed us to either send individual personalized texts or send mass texts depending upon the situation. For example, following a PNM's registration, we sent a personalized text within 24 hours thanking them for registering. Prior to the start of formal recruitment, we were able to send mass texts giving the PNMs a countdown to recruitment and letting them know where to find us by room number, physical address, location on campus, etc. Registering a PNM via the website gave us an incredible tool to gain information from each PNM while, at the same time, providing the PNM valuable recruitment

information and Colony officer contact information. In the event a recruitment event changed at the last minute, we were able to text every PNM and alert them to the change in a timely manner.

While USF's IFC used a program called Campus Director to log everyone coming through formal recruitment, we created our website to avoid becoming dependent upon someone else's technology to contact our PNMs. Our concern was well founded. Through the beginning of formal recruitment we had the contact information of over 100 PNMs within our database for immediate use. Despite the well-intentioned promises of IFC, the information within Campus Director was not provided to the fraternities until the end of formal recruitment week. Had we not been proactive and created our own independent PNM database, our recruitment attempts would have severely been hampered. Because of our initiative, we were fully operational throughout formal recruitment week while other fraternities waited for IFC to do their recruiting work for them.

Recruitment Workshop

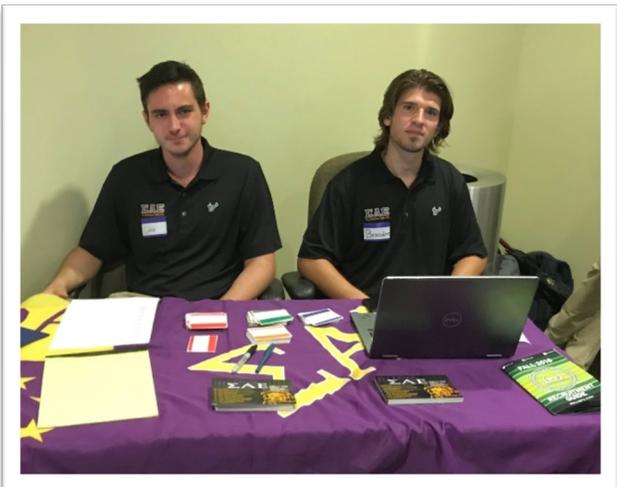
The Sunday night before our first day of formal recruitment, the Colony attended a recruitment workshop hosted by the FDAA. Attendance was mandatory. During this recruitment workshop, we discussed the following points:

- Recruitment is less about selling ΣAE and more about making a personal connection with each PNM by asking about their experience at USF like a close friend or brother would.
- Treat each PNM as if they were already a member of our Colony thereby giving them a first-hand example of the brotherhood they were likely evaluating amongst all the USF fraternities.
- Offering a PNM assistance in navigating the new experience of college,
- Finding out what type of college experience each PNM was looking for when signing up for formal recruitment.
- Being open and honest about the Colony, i.e.,
 - If a PNM was looking for an underage drinking club, we are the wrong fraternity for him.
 - If a PNM was looking for an Animal House experience, we were the wrong fraternity for him.
 - If a PNM was seeking to do as little as possible within the fraternity while seeking the maximum benefit, we were not the fraternity for him.
- However, if a PNM was looking for:
 - A Greek experience without a grade wrecking pledgeship.
 - A Greek experience where he was treated like the adult he had just become.
 - A Greek experience where he would be expected to be a better man via the True Gentleman.
 - A Greek experience where we genuinely cared about him as a person, not just another new member to be exploited for dues.
 - Then ΣAE was the fraternity for him and we welcomed him to join.

During our recruitment workshop we held one on one mock recruitment conversations with Colony members and gained a newfound confidence in our communication skills. We wanted to make sure we were not the awkward fraternity at recruitment who finds itself staring at the floor, listening to music or using some other device to avoid having a one on one conversation with a PNM. Instead, our message was one of fraternity, social networking, 50-year history of ΣAE at USF and lifelong brotherhood. With that goal in mind, we planned the flow of our recruitment room at the Marshall Center as follows:

- We would bring in one of our recruitment signs and stand it in front of the door to identify our recruitment brand with our fraternity and allow PNM to easily find us.
- We would set up a registration table immediately within the doorway to have all new PNM who had not preregistered a chance to get into our database.
- We would wear matching black custom polos which prominently displayed both the ΣAE and USF logos.
- We would line sides and back of the room with composites and ΣAE memorabilia for three reasons:
 - To show our pride in a 50-year Chapter of ΣAE at USF and allow all PNMs to see the faces of our 1,147 past members and challenge them to become part of our history and legacy.
 - To funnel all Colony members and new PNMs into the middle of the room where Colony and FDAA members could actively engage them in meaningful conversation.
 - To avoid leaving the typical dead space in the middle of the room that PNMs see and fear whenever they look into a room while fraternity members line the sides of the room waiting to pounce upon PNMs as they enter.

Formal Recruitment Week



Colony and FDAA members ready for formal recruitment

Nearly 400 PNMs participated in formal recruitment. With our room set up as shown above, we hosted the most PNMs out of all the other 16 fraternities. During this time we never found ourselves at a loss for words, conversation topics or brotherhood. Our recruitment workshop skills were more than up to the task of informing all new PNMs of our Colony and the 50-year history of Σ AE at USF. While we knew not every PNM coming through recruitment was a potential Σ AE, we wanted to make sure that every PNM who wanted to be an Σ AE was identified, engaged and pursued through the remainder of recruitment.

Each subsequent recruitment event during formal recruitment was designed to permit maximum social interaction with attending PNMs. During our Tuesday dodge ball tournament held on campus, a Colony member was made the captain of a team and several PNMs were assigned to each team, allowing us to engage with PNMs in-between games and form bonds of friendships while competing against other teams. Wednesday night we rented a mechanical bull and held an off-campus event which also offered other interactive social games. Thursday was a “meet the brothers” night at our off-campus location and Friday was our invite only social event.

Of the 400 men who initially registered for formal recruitment, roughly 270 completed the process. If these 270 PNMs were equally distributed across USF’s 16 fraternities, then there were roughly 17 PNMs for each fraternity. By the time both our formal and informal recruitment was done, our Colony of 14 members had successfully encountered hundreds of PNMs and identified 22 new members who were an ideal fit for our Colony. With our new recruitment brand and recruitment workshop skills, we increased our Colony size by 170%. What we did was no fluke nor was our success replicated by any other fraternity at USF. No other fraternity at USF came close to our 170% return on recruitment.

In conclusion, we believe our formula-based approach to recruitment can easily be replicated from one semester to the next. Further, we believe that for the foreseeable future, we will be able to obtain a significant return on our recruitment investment as our recruitment tools are ready to use at a moment’s notice. We believe as our Colony grows, our recruitment goals will remain consistent without any slowing for complacency and our Colony size will grow in proportion with our continued success.

Member Education

The True Gentleman Initiative and Experience

The Colony follows the True Gentleman Initiative (“TGI”) and implements the True Gentleman Experience (“TGE”) within its member education program in the following manner.

Following the protocol set forth in the TGE Guidebook (2018), once Phase 1 – recruitment – is complete, we immediately move to Phase 2 – bid acceptance to initiation. For formal recruitment, IFC controls the dates the bids are released. This is typically on a Wednesday evening. As our meetings are on a Monday evening, satisfied the 96-hour bid to initiation phase in strict accordance with the TGE. As for informal recruitment which occurs several days after formal recruitment, we again satisfied the 96-hour bid to initiation phase in strict accordance with the TGE. Informal recruitment occurs as some PNMs do not correctly sign up for formal IFC recruitment and thus, do not, and cannot, receive a bid through IFC recruitment. Or, for varying reasons, a PNM did not want to participate in formal recruitment but, shortly thereafter, found himself seeking out involvement within USF’s Greek community.

Typically, the Colony has two initiation ceremonies. The first being the Monday following formal recruitment and the second being the Monday following informal recruitment. Thus, we start our member education the Monday following the second initiation to permit all new members access to the same information in a group setting without needless repetition. We utilize five weekly one-hour member education meeting not only for the benefit of our new members, but to allow all current members to satisfy their appropriate level of requirements within the TGE.

Our current member education schedule for the 2018-2019 academic year is shown below. Member education meetings take place one hour before our chapter meetings start on Monday from 6 to 7 p.m. We use a meeting room we rent at the USF Alumni Center on campus for our chapter meetings. All member education takes place in this space as it provides a formal setting conducive to learning, an audio visual set up with a screen for demonstration and no distractions for our members.

Based upon this comprehensive integrated programming, we ensure that for each academic year all Colony members can successfully complete all requirements of the TGE and the TGI for the Baseline, Loyalty, Friendship and Honor experiences. You will note below that all mandatory elements for all experiences (Baseline, Loyalty, Friendship and Honor) are highlighted in bold to note their specific inclusion in our member education program.

Meeting One

At this meeting, new members are introduced to the **Baseline Educational Sessions**. Using a laptop, we demonstrate the Baseline Educational Sessions by navigating through the various elements of the web based TGI/TGE process on a drop-down screen so all can participate. This interactive approach permits all new members to see the steps necessary to successfully navigate the TGI website and permitted all questions to be asked in advance of a new member attempting the Baseline Educational Sessions on their own. We play some of the ΣAE songs, look at different modules and end by discussing the John O. Moseley Leadership School. We ask each

new member to successfully complete the Baseline Education Sessions by the following week and provide our Member Education Chairman with a copy of their certificate of completion.

In order that our new members understand the importance of the Baseline Education Sessions to the Colony, during this first meeting, Colony members demonstrate their first-hand mastery of the information contained within the Baseline Educational Sessions. Our intimate knowledge of the information contained within the Baseline Educational Sessions provides the incentive for all new members not just to read the information but learn the information and take it seriously. Rather than testing members on the information contained within the Baseline Educational Sessions, we provide incentives, in the form of public praise, affirmations, trivia challenges and even ΣAE/USF baseball hats to those new members who demonstrate their knowledge of this critical information.

The second half of the meeting is devoted to discussing our **Big and Little Brother Mentor Program**. We provide each new member with a Big Brother/Mentor Application form. We then discuss the serious nature of selecting a fraternal mentor and the criteria which is important for such a selection. Each new member will select three potential Big Brother mentor candidates. The Executive Council will consider and discuss the Education Chairman's selection of mentors for each new member.

Meeting Two

During this meeting we confirm the 100% completion of the Baseline Educational Sessions. We then ask all members to **follow ΣAE on Instagram and Twitter**. We avoid Facebook due to security concerns. During this meeting we bring in a Florida Delta Alumnus to discuss **setting goals, time management** and engage all members in **personal growth discussions** and **leadership topics**.

The second half of the meeting is an introduction to our Colony's bylaws. Our detailed bylaws contain the processes, procedures and **rules of order** necessary for the successful perpetuation of our Colony. The bylaws also memorialize and preserve our institutional knowledge. We then hold a discussion as to what **chapter positions** each member seeks to hold in the near future. We encourage a succession plan for all members and officers whereby we encourage members to proactively plot their course of leadership within the Colony, whether it be to hold an elected office, appointed office or serve on a chapter committee.

Meeting Three

During this meeting we discuss our local history dating back to our original chartering date of January 20, 1968. We review the history of the chapter over the years, focusing on areas where ΣAE's made contributions not only to USF's community, but to the community outside of USF. To bring history to life, we use photograph and exhibits of our original chartering class from 1968, we bring in the actual Charter issued on January 20, 1968 and we discuss the significance of the 50th anniversary of our chapter which was celebrated at USF on January 20, 2018. We utilize various photos to individualize and visualize our past Alumni and bring Florida Delta's rich history to life for its current members. We then focus on where we are going as individuals within ΣAE's collective history and how we must all work together to achieve the fraternal and academic goals we have set for ourselves and our Colony. Often, we can reach out to a founding

member of our chapter and allow our members to discuss with him the concerns of students in the past and how these concerns remain relevant today.

Meeting Four

During this meeting we discuss the Colony's ritual, not only for opening and closing meetings, but for the Colony Initiation Ceremony. We discuss the importance of the ritual and the symbolism contained with the various images associated with ΣAE. We discuss the importance of the True Gentleman within the ritual and again emphasize its importance in every day decisions and actions. We then open up a discussion with the members to make sure that the Colony is meeting or exceeding their expectations of both the Colony as a whole and the officers of the Colony. Since our members are at various stages in their academic life, i.e. freshman, sophomore, junior or senior, we was to ensure that their individual needs within the Colony are being addressed. We devote an entire hour to these topics or until the discussion is successfully concluded.

Meeting Five

During this final meeting we may hold an ΣAE trivia contest where we quiz our members on information found within the TGE or we may be able to bring in a distinguish Alumnus with significant leadership skills to share with our members real life leadership skills which our members can incorporate immediately into their everyday lives to prepare them for the life beyond USF's campus. Finally, we give our members the opportunity to recite the True Gentleman and receive the coveted True Gentleman Recitation Certificate.

Other Experiences

Outside of our five-programed member education formal meetings, the Colony incorporates various Loyalty, Friendship and Honor experiences within the day to day life of the fraternity. Examples include:

- **Gavel pass** at the end of each chapter meeting.
- An in-depth **chapter recruitment workshop** before the first day of formal recruitment
- A **chapter retreat** each semester,
- Multiple **brotherhood events** throughout the semester (cookouts at nearby state park, tailgating, etc.),
- Engaging in multiple **philanthropies on campus**, and
- A **chapter service event**.
- Bringing in an outside speaker from USF's Center for Student Well-Being which is with the Department of Student Affairs and Student Success. Topics discussed include **Alcohol & Drugs Awareness, Nutrition, Mental Health, Sexual Health and Stress Management**. We devote an entire hour to these topics or until the discussion is successfully concluded.

Member Education Online Library

As referenced above, to provide our members with a central education platform, the Colony has created a membership education document repository. On our website, the following education documents are in a central online directory for ease of reference under the education link:³

- ΣAE – Minerva’s Shield
- ΣAE – Phoenix (2012)
- The Fraternity Laws of ΣAE (2017)
- The Florida Delta Bylaws (2018)
- USF Student Code of Conduct (2018)
- USF Student Organization Handbook (2015)

³ www.saeusf.com/education

Finance

The financial standing of the Colony is based upon a strong set of financial tools employed by the Eminent Treasurer along with the diligence of the Executive Council in approving all budgets and spending by the Colony. Wells Fargo and Omegafi are the principal financial organizations employed by the Colony for holding money assets safely and collection of dues. Budgets and a record of expenditures and revenues are kept by the Treasurer in Microsoft Excel. This method has produced a financially sound Colony. The Colony has never owed any debts it cannot pay and there has always been a minimum surplus of two thousand dollars in the treasury. This record reflects our belief that our Colony cannot be strong unless it has a sound financial base to stand on.

To insure the continued soundness of this base, before the end of each semester a budget is formulated for the next semester. Three main considerations are an integral part of this budgetary process. First, to maintain a strong financial base it is never planned to spend more money than already exists in the treasury. Second, before a budget can be formed fixed costs such as national dues and IFC dues are considered. After fixed costs are considered and keeping 10-20% of the treasury for savings, what remains is our total budget for the next semester. From this total budget for the next semester the Treasurer takes the third step, an evaluation of past expenditures. Past expenditures serve as precedent for how to appropriate budgets to each relevant office and chair position for the upcoming semester.

Our main source of revenues is the dues charged to active members each semester. Dues are set at a reasonable \$600 a semester for active brothers and seven hundred and twenty-five dollars for new members because of initiation fees. Dues are charged and collected through Omegafi which helps to keep more accurate records and a higher rate of collection. Dues are easily paid online through a wire transfer and ensures that no dues can be lost or stolen from cash and check collections. Omegafi also provides access to a collection agency at the push of a button which is employed only as a last resort to collect bad debts. Once dues are collected through Omegafi it takes two days to process the transaction and automatically deposit the funds into the Colony's Wells Fargo bank account. Active members who struggle financially are offered the option of being on a payment plan which can extend past the deadline for dues under extenuating circumstances. Based upon the fall 2017 and spring 2018 semesters the rate of successful collection of dues is well above 90%.

We are proud of our strong financial foundation and we hope that this has given an insight into the process by which it has been achieved. Our current standing is outlined in the financial statement which follow this report.

Florida Delta Colony of ΣAE
Profit and Loss Statement
Period ending December 6, 2018

Sources of Income:

Wells Fargo Savings	
Account # 6470	\$ 5,469
Dues collected	\$ 6,231
<hr/>	
Total Assets	\$ 11,700
Expenditures	
Social Programs	\$ 0
Special events	\$ 0
Recruitment	\$ 1,738
National Dues	\$ 3,280
IFC dues	\$ 260
Philanthropy	\$ 332
Brotherhood	\$ 132
<hr/>	
Total Expenses	<u>\$ 5,742</u>
Less Chartering Fee Held in Trust	\$ 3,000
Remaining Cash on hand October 5, 2018	<u>\$ 2,958</u>

Colony Management and Meetings

Meetings

Every Monday night from 6 to 9 p.m. during the fall and spring semesters the Colony will meet at the Gibbons Alumni Center at USF for its chapter meeting. This is a location we rent on campus to provide all Colony members with a central location for meetings with ample parking. Dress for each meeting is either formal (coat and tie) or informal (Σ AE related clothing). All meetings are opened and closed with Colony ritual and a gavel pass is usually held at the end of each meeting.

The Executive Council meets Sunday night to prepare for the upcoming week and make sure all officers have completed their weekly assignments and are ready to provide timely information to the Colony during Monday's meeting.

The first hour of the meeting time we use for either new member initiations, member education or, once those tasks have been completed, Executive Council or Judicial Board meetings.

Following a 15-minute break, we start our Colony chapter meetings at 7:15 using the following format:

- Formal opening
- Review of the past week's events
- Acknowledge all brothers who have been exemplary over the past week.
- Identify the Brother of the week
- Give Officer reports for upcoming events
- New Business
- Old Business
- Formal close
- Gavel Pass

Chapter Information Technology

In order to ensure timely communications throughout the week for all fraternity related events, our Eminent Recorder is charged with maintaining a Google drive which keeps track of all Colony communications, file sharing and archiving system in addition to creating a fraternity wide google calendar and established a better officer transition system.

The Colony has worked towards making a foolproof mechanism for communication and systems. It all started with our Google drive. The drive contains any and all chapter, Executive Council and Judicial Board records and minutes as well as an assortment of records from past semesters and information regarding our philanthropic events. It serves as a hub for all of our fraternity forms which range from contact list fill out sheet to a suggestion form on how we can improve the Colony. From there we expanded and selected a communications app called Slack.

Currently, Slack boasts a cleaner and more workspace-oriented system that can allow for more efficient Colony communications. It includes the ability to seamlessly integrate with our Google drive and calendar so that whenever an event scheduled on the calendar comes up it

automatically notifies the fraternity about the time place and the reasons for each event. In addition to the existing integrations it allows for the customization and programming of one's own utilities. For example, our Eminent Recorder has created a command that allows any Brother to make a request for their announcement to be put into the announcement chat. Once the request is made it is then run by the admins (the EA, EDA, EW, and ER) to be approved. Once approved the request will be seen by the entire fraternity.

In the future we plan to keep current with all electronic organization systems to create more and more integrations and commands to Slack as it has now become our user end of the Fraternal systems. This would entail making a command to give the user a link to the colony, province, and national laws on google drive (i.e. /bylaws, /province laws, /national laws) as well as commands to allow for better communication and relay of information to officers and communication admins. With ever emerging technology the doors have been opened for countless possibilities with communication optimization, record keeping efficacy, and reliability for timely information beneficial to the Colony.

Scholastics

This past spring 2018, ΣAE ranked 6th out of 16 fraternities academically.

ΣAE's Cumulative spring term GPA was 3.02.⁴

ΣAE's Cumulative spring term GPA was **above the all mens average** at USF.

ΣAE's Cumulative spring term GPA was **above the IFC average** at USF.

The Colony plans to improve upon this accomplishment by holding members accountable for their academic well-being. Members' study hours are held in the library on campus and are recorded in a binder on the third floor. Currently, all members that have a cumulative GPA of 3.0 or above do not have to attend minimum library study hours but are still encouraged to go. If a member has below a 3.0 GPA, they are required to attend library study hours at a minimum of 5 hours a week. The recorded library study hours are kept and held in the fraternity google drive for reference and are collected at the end of the week before chapter occurs. As a motivational tool, the member with the most library study hours at the end of the week is congratulated at chapter during the scholarship chairman report.

To promote chapter-wide success, the Colony has organized study group-chats sorted by major to allow for collaboration. In this manner, members can assist each other in classes taken together and to organize group study sessions by major and areas of emphasis. When grades are posted after midterms, the Colony checks in with each member for grades, discusses how their semester is going, and if they need help in their classes.

⁴ <https://www.usf.edu/student-affairs/involvement/documents/sp18fslcommunitygradereport.pdf>

Service and Philanthropy

Fall 2018

So far this semester the Colony has participated in Sigma Kappa's "Panhellenic Games" philanthropy, in which we won first place. The Colony also participated in Sigma Kappa's "ultraviolet music awards," which consisted of presenting a music video and doing a live performance. This event was held on October 6, 2018, and the Colony won first place.

Eighteen members of our Colony are participating in Delta Gamma's "Anchor Splash" philanthropy which is a water-based dance and stunt routine. We have been practicing 3-4 nights a week for many hours at a time for this event and are excitedly hoping to come in first place. This event is very important to the Colony as almost every fraternity at USF competitively participates. This is a great opportunity to demonstrate our commitment to the rest of the Greek community and gain valuable bragging rights. The Colony has been doing a great job learning time management and teamwork skills in order to participate in this time-consuming philanthropy. Rounding out the big-time consuming fall philanthropies, following Anchor Splash, we will be participating in Sigma Delta Tau's "Putting on The Hits," which requires a similar level of commitment.

Spring 2018

Colony's Philanthropy Philosophy

The Colony, as part of the USF student community, has decided that events we participate in shall, in some form, either promote or benefit other student organizations and student leaders at USF. While the Colony is aware of the great need for charitable endeavors in our local community, the Tampa Bay area is blessed to have an abundance of civic, religious and other organizations providing support to those in need outside of the USF community. But, on campus, often many students who academically qualify for leadership positions at USF, which directly benefit the USF community, are financially unable to afford what seems to be a small, but insurmountable price, of participating in these valuable endeavors. One local example became the focus of our current goal.

USF Student Ambassador Program

Founded in 1979, the USF Ambassadors serve as a link between the current student body and USF Alumni. Ambassadors are student leaders who are involved on campus, excel academically, are committed, disciplined, strive for excellence, and most of all, love to be a USF Bull. Ambassadors work a variety of events on and off campus. They work closely with the President's office and assist in many of the functions, including alumni tailgates at home and away football games, commencements, functions held by various colleges within the USF campus and greeting dignitaries.

Ambassadors are also involved in many on campus activities such as Homecoming, service events and social events. Over the years, many of Florida Delta's student leaders have been selected as USF Ambassadors and have hosted various dignitaries while on campus. As such, a student organization like the USF Ambassadors is near the heart of Florida Delta.



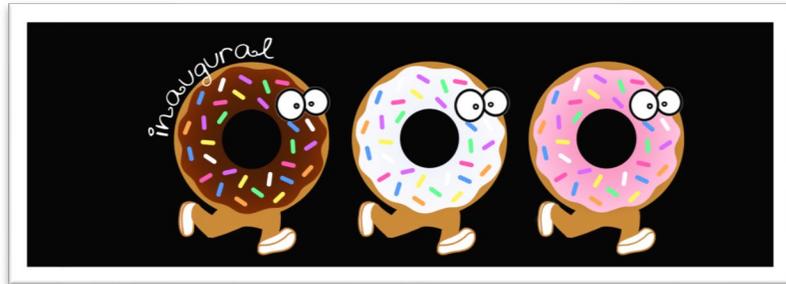
Brother Jeff Marple, a USF Ambassador, standing to the right of then President Jimmy Carter

The USF Ambassadors are distinguished by their by their Green Jackets as noted in the current USF Ambassador photograph below.

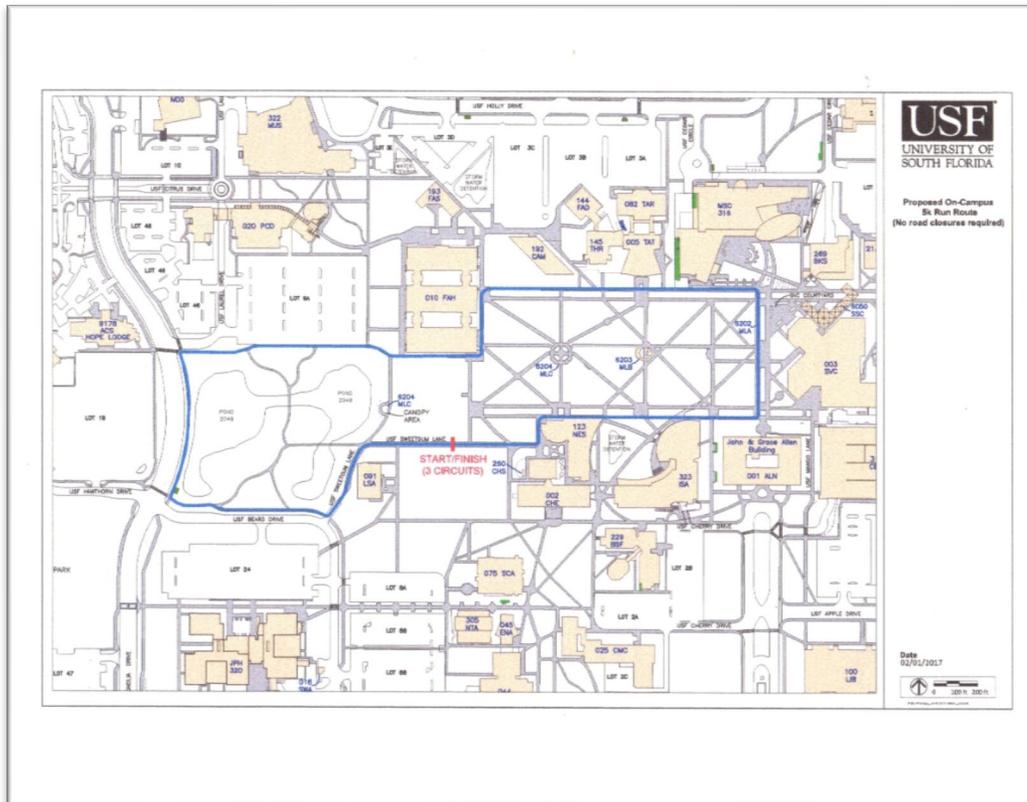


Unfortunately, those green jackets are not free to USF's Ambassadors. Each jacket is \$130 per member and many of the members are financially unable to afford such a purchase given their economic situation. The USF Ambassadors attempted various fund-raising effort to gain enough money to buy each of the 30 members a green jacket. The failed to reach their goal of \$3,900. So the Colony, having spent the fall semester supporting the philanthropies of other Greek organizations decided that in the spring of 2019, it will host the most audacious philanthropic event in Florida Delta's 50-year history.

ΣΑΕ Presents Running from the Bulls 5K Donut Dash



With the approval of the USF Alumni Association and the USF Ambassadors and in conjunction with the FDAA, the Colony will host a 5K Donut Dash on the USF campus. Currently, it is the only 5K on the Tampa campus. The Event Registration packet has already been submitted to USF and the Colony has retained a professional insured race coordinator who is well known within the Tampa Bay area. A course has been submitted and has been conditionally approved by USF. The race course is not a road course but, better, is a 1-mile loop that runs along the interior of the MLK park/green space surrounded by USF's various iconic buildings. The course is tree lined, majestic, with plenty of photo opportunities for runners and walkers. The proposed course is shown below.



For this first race, we will cap the registration at 750 runners. This will permit a great experience for all of the participants while allowing us to learn how to maximize the event for next year. All proceeds raised from race registrations, after the deduction of race related expenses, will first be donated purchase the new USF Ambassador Green jackets. In honor of our donation, a patch will be sewn onto the inside lapel of the jacket which, when the jacket is opened, will be prominently visible. The USF Ambassadors have agreed, following their group picture with their jackets closed, to take an additional group picture holding open their jackets so that our patches are prominently shown. For this running of the race, any additional funds will be allocated to other programs sponsored by the USF Alumni Association which benefits, recognizes or makes awards to past and future USF student leaders.

This event will also be a fundraiser for the FDAA as the FDAA will be securing donations for advertisements on the runner's shirts. All advertising donations will go to the FDAA which will allow the FDAA to sponsor undergraduate Σ AE leadership school awards, undergraduate academic awards, sponsor undergraduate attendance at the National Convention, and permit for any number of actives which would be jointly beneficial to the FDAA and the undergraduate Colony. Both the FDAA and the Colony plan on making this event the centerpiece of all USF philanthropies for decades to come.

Health and Safety

The Colony follows all risk management practices advocated by the Fraternity. The Colony has a zero tolerance for any activity by its members, individually or collectively, which would violate the Fraternity laws, USF's Student Conduct Code, Florida's laws or reflect poorly in any manner upon the Colony.

The Office of Greek Life at USF maintains a collective conduct history for all Greek Organization. In the spirit of transparency and accountability, USF publicly post the conduct history of fraternities and sororities overseen by the Center for Student Involvement at the University of South Florida for the last three years.⁵ While many fraternities and sororities at USF have had recorded incidents over the past three years, ΣAE at USF is in Good Standing with the University, meaning there has been no misconduct by any member of the Colony. This is a statistic that the Colony is proud of and takes very seriously. It is our primary goal to remain incident free.

Emergency Action Plan

Any circumstance first call the Eminent Archon, if he is unavailable contact the Health and Safety Officer. If neither is available or if a member determines that the situation is critical, life threatening or poses any danger to any individual he shall immediately call 911.

1. IN ALL POTENTIALLY DANGEROUS OR HARMFUL SITUATIONS, THE EMINENT ARCHON'S FIRST CALL WILL BE 911. Briefly and calmly explain the situation so that the appropriate emergency personnel can respond. The Eminent Archon's first task should always be to ensure the safety of our members and guests. In some cases, the first course of action is a call to 911, and the Eminent Archon should never hesitate to make the call. In other cases, calling for assistance may require restoring order and ending an event.
2. GATHER ALL FACTS. One of the keys to good crisis management is to know all the facts. Once the chapter is calm, start fact-finding to get all the information possible. Knowledge is one of the best tools in a crisis, so gather as many facts as quickly as you can.
3. THE EMINENT ARCHON WILL THEN NOTIFY: • The Fraternity Service Center • Host Institution • Chapter Advisor and House Corporation • Province Archon • Others as needed and appropriate
4. SEEK ADVICE FROM THE AFOREMENTIONED CONTACTS. A crisis is always a challenge. The Eminent Archon may not be prepared to meet with the chapter and communicate information to others immediately. Make sure you are calm, utilize the Fraternity's resources and have a solid game plan when you speak to the chapter, the media or others. Use the above resources to guide you in communicating with members.
5. ASSEMBLE THE MEMBERS FOR A CHAPTER MEETING. Explain that there has been an incident. Advise members that after consulting with the Coordinator/Manager of Chapter Development and Chapter Advisor, the Eminent Archon will be the official spokesperson for the

⁵ <https://www.usf.edu/student-affairs/involvement/fraternity-and-sorority-life/about/fslconducthistory20152018.pdf>

chapter regarding the incident. In the interest of communicating factually and consistently, urge members to avoid speculation and discussing the incident with others until all the facts are known. Stick to the facts and avoid confusion by not speculating about the incident or potential outcome until the police, university officials and chapter adviser have been consulted.

6. WHEN THE NEWS MEDIA CONTACT THE CHAPTER, DIRECT THE INQUIRY TO THE SPOKESPERSON AT THE FRATERNITY SERVICE CENTER, WHO WILL KNOW HOW TO HANDLE THE REQUEST. The spokesperson for the Fraternity Service Center will consult with all parties involved and prepare a formal statement to be released upon request. Do not comment or say anything else to the media. Your only response should be, "We cannot comment on the incident, but we have a spokesperson at our national headquarters who can." Then, proceed to give the media representative the necessary contact information.

7. THE EMINENT ARCHON SHOULD CONSULT WITH ADVISORS AND FRATERNITY SERVICE CENTER TO APPOINT AN ACCIDENT INVESTIGATION TEAM. The team should consist of: a. Fraternity Service Center staff b. Chapter Advisor and c. Health & Safety Officer. The accident investigation team should follow these guidelines: a. Investigators are to use the prepared questions from the incident report form. b. All chapter members are required to cooperate in the investigation. Those refusing to do so should state their reasons for not cooperating. c. All detailed summaries should be developed as an addendum to the incident report. Include all names, addresses and phone numbers of witnesses, as well as a statement from each witness.

8. THE WRITTEN REPORT OF THE INVESTIGATION SHOULD BE SUBMITTED TO THE FRATERNITY SERVICE CENTER OR MANAGER OF CHAPTER DEVELOPMENT AS QUICKLY AS POSSIBLE AND NOT LATER THAN 24 HOURS AFTER THE INCIDENT. A copy of the incident report form can be found at www.sae.net/incident-report.

9. THE FRATERNITY SERVICE CENTER WILL REVIEW THE REPORTS AND REQUEST CLARIFICATIONS OR SUPPORTING DOCUMENTATION, IF NECESSARY. A final report will then be submitted to the Fraternity Service Center within 24 hours.

10. THE FRATERNITY SERVICE CENTER WILL REVIEW THE REPORTS AND ASSIST IN ADDRESSING THE CRISIS. The Fraternity Service Center will review the incident and provide resources to assist in addressing the incident with all constituents in mind. The goal of the Fraternity Service Center is to assist the chapter in responding effectively and dealing appropriately.

Alumni Relations

The Colony's relationship with our alumni group has grown exponentially in the recent semesters. With the active involvement of the FDAA, our entire Colony received the opportunity to work alongside our successful alumni and were mentored to be the best True Gentlemen we could be. Over this past summer term when many students returned home and put every thought of school away the Colony's executive board and the FDAA held bi-weekly meetings to discuss the Colony's pace, direction and goal setting moving forward into our fall 2018 semester and recruitment. Closer to our formal recruitment events the FDAA hosted a "recruitment workshop" for our Colony where we learned and practiced great conversation and recruitment skills which greatly assisted us in making those important initial connections during our first open house night.

Ultimately, every second of the alumni meetings paid off when we were able to more than double our overall Colony size by the end of formal recruitment. Our alumni played a vital role in making sure we were more prepared, equipped and in the right mind set than any other organization on campus when it came time to recruit. And not only during our recruitment week but the FDAA has also assisted our Colony with the establishment of our 365-recruitment plan. Our Colony has had steady alumni attendance at all chapter and member education meetings to ensure the Colony follows the right path when it comes to living the True Gentleman and following Σ AE's history and traditions.

The alumni involvement with our Colony has been a huge influence for our fraternity because the FDAA has been hands on and involved in fine tuning the roles of our individual officers. The alumni have really helped facilitate the transfer of their past beneficial institutional knowledge to the Colony in a way that this knowledge can be utilized, developed and maintained at a high level for future generations of Σ AE on our campus. Our Colony plans on actively improving and deepening the interpersonal relationships we have developed with our alumni for fraternal, personal, and professional reasons.

Most Recent National Chapter Development Visit

On September 25 – 26, 2018, Dustin Stewart from the Chapter Development Team arrived at USF and assessed the Colony. The Colony has been provided with a copy of his seven-page report. While the Colony recognizes there is always room for improvement as noted in Brother Stewart's assessment, overall, the assessment supports the Colony's development, growth and maturity in its attempt to gain a charter.

In assessing the report, the Colony has already taken steps to improve those areas identified by Brother Stewart as needing some extra attention. The Colony looks forward to a future visit from the Chapter Development Team to demonstrate its improvement in all areas identified in the report.