



ALPHA SIGMA PHI FRATERNITY
to BETTER the MAN.

CORONAVIRUS NEED-TO-KNOWS

HOW ALPHA SIGMA PHI IS RESPONDING

[Coronavirus](#) (COVID-19) has presented the world with [unprecedented challenges](#) and the Fraternity is not immune. In the last week, we have emailed updates to the Chapter President with advice and it is our intent to continue to communicate and provide the best available support and guidance we can.

Here are a few questions/themes that many of you have had in the last week:

How do we foster brotherhood?

This should be the primary focus of the chapter leadership between now and the start of the fall term. The Prudential Board is strongly encouraged to have a virtual meeting to develop a plan between now and the start of the fall term to remain connected with every member, from the newest member to the seniors. Four key parts of the plan should include:

- How can we recognize and celebrate our seniors who will be graduating before the fall term starts?
- How can we keep our newest members connected and engaged, when their membership experience has been limited to weeks?
- How can we support our brothers academically, as many brothers may struggle with online learning?
- How can we keep in touch with brothers who have experienced loneliness in the past, especially in this time of social distancing?

How can we host virtual meetings with our officers or new members?

There are a lot of excellent free resources for hosting web meetings.

- [Google Hangouts](#) – you will need a Google account. Visit hangouts.google.com to start your ‘hangout’. Click ‘Video Chat’ and enter the emails for the individuals. You can also do this on the mobile app. Once you set it up the first time, you can re-use the same hangout! This is great for a Prudential Board meeting.
- [FaceTime](#) – everyone involved will need an Apple product. For more information on FaceTime, please visit the Apple website. This is great for a Prudential Board meeting.
- [Zoom](#) – Zoom is a webinar based service and is best for meetings/instruction. Zoom offers free plans for meetings less than 100. This is great for new member education or virtual study sessions.
- [FreeConferenceCall.Com](#) – FreeConferenceCall allows you to host conference calls and video conferencing for free! Video conferencing allows you to screenshare. This is great for Prudential Board meetings, committee meetings or Standards Board hearings.
- There are other great tools [Join.me](#), [Skype](#) and others – use this as an opportunity to try new platforms and see what works best for your Chapter!

We are excited to celebrate our 175th Grand Chapter in July. Is Grand Chapter still happening?

Yes, at this time we intend to bring together our Brotherhood to celebrate 175 years of the Old Gal. However, we continue to monitor CDC guidance on large events and if we need to change that decision, we will do so. Our commitment to you is two-fold – first, our celebration won’t be cancelled, merely postponed. We have launched a team that is working to create a great celebration in the event we need to change plans. Second, any ticket purchased will be fully refunded if we cannot host our event in July. You can [purchase your tickets](#) with confidence knowing that we will either host the event or refund your full ticket cost.

When do we complete requirements previously due on April 15?

Most Fraternity deadlines have been extended to May 15, including:

- Annual Report – the Annual Report will **not** be required. Chapter awards will be based off of Annual Report scores and the number of awards given may be adjusted.
- Individual [Award Applications](#)
- Chapter Roster Management – due to outside factors (liability insurance billing), this is still due by April 15. As a reminder, any member graduating prior to the 2020 fall term starting or not returning to school for the 2020-21 academic year should be removed from the roster in OmegaFi. “Inactive” brothers should remain on the roster as a suspended member and be billed their portion of Fraternity fees.

We didn't have the full funds in our OmegaFi account by March 15. What should we do?

The final installment of Chapter fees was due on March 15. The Fraternity does have a 10 day grace period through March 25. Our staff will work with your VP of Finance to develop a financial plan that allows you to maintain your commitments while also providing your members with benefits.

Can we meet face-to-face or host events?

Please follow recommendations from your institution on social engagements, philanthropy events and gatherings. However, there are a lot of great ideas for you to continue to engage your Chapter while operating remotely. The Fraternity will be curating ideas and suggestions on how to operate virtually and will be releasing that soon! If you have an event, such as a formal, where you were using an outside venue with a contract, we highly encourage you to contact that venue immediately about opportunities to cancel or postpone your events. If you would like someone at Headquarters to review any contracts and provide guidance to the chapter, please provide a copy of the contract to Tabatha Sarco for our review and recommendations.

What happens if our new members have not started the initiation process?

If you have not had new members participate in Scenes 1 & 2, the Prudential Board should discuss opportunities to keep these individuals engaged, whether that's for the next few weeks or through the summer until the fall term. Recruitment is about building relationships! Moving forward, the Chapter should host all 4 scenes at the same time, as soon as practical and no later than within seven days of returning to campus. If you are unsure how to execute this, please contact Danny Miller.

We have new members but have not completed the Initiation process?

New members should continue the Initiation process (Scene 3 & 4) and participate in those Ceremonies as soon as practical and no later than within seven days of returning to campus. If your school will not return to face-to-face instruction, the same applies at the beginning of the fall term. Our staff will be working with you to set a new date. We will not send any Initiation materials until we verify a new date. NOTE: Chapters will not face any disciplinary action for not completing the membership orientation program within 35 days and no chapter will be penalized for this on the Annual Report.

Should I expect to hear from Fraternity Staff?

Yes! The Fraternity is at its best when we have strong open communication. While we have canceled all staff travel for the remainder of the semester, our staff is available to you by phone call or virtual visits. We have re-distributed all of our Chapters/Provisional Chapters amongst all staff to maximize the resources available to you so if you receive a text or a call from an unfamiliar person, please know that it is our staff and it is our commitment to best serve you. Every chapter President and Vice President of Member Retention will hear from a member of our staff this week. Any officer and member should not hesitate to contact any staff member at Headquarters. We will have a staff member available to answer calls during regular business hours.