





ACADEMY SCHEDULE

SOCIETY #1

GETTING STARTED & RECRUITMENT

SUNDAY, JANUARY 9, 2022 // 3 P.M. - 5 P.M. ET

SOCIETY #2

HEALTH & SAFETY

SUNDAY, JANUARY 9, 2022 // 6 P.M. - 8 P.M. ET

SOCIETY #3

MEMBER ENGAGEMENT

SUNDAY, JANUARY 23, 2022 // 8 P.M. - 9 P.M. ET

SOCIETY #4

OFFICER ACCOUNTABILITY & BURNOUT

SUNDAY, FEBRUARY 6, 2022 // 8 P.M. - 9 P.M. ET

SOCIETY #5

DIVERSITY, EQUITY & INCLUSION

SUNDAY, APRIL 3, 2022 // 8 P.M. - 9 P.M. ET



EXPECTATIONS

- MAKE SURE YOU'RE HERE ON TIME AND FOR THE DURATION OF EACH SOCIETY
- KEEP YOUR VIDEO ON WITH YOUR NAME AND COLLEGE/ UNIVERSITY
- HAVE ON THE PROPER ATTIRE (COLLARED SHIRT, BADGE, NO HATS)

PURPOSE

- GIVE YOU THE TOOLS TO BE A SUCCESSFUL PRESIDENT.
- GIVE YOU THE OPPORTUNITY TO NETWORK WITH GROUPS LIKE YOURS ACROSS NORTH AMERICA.
- PROVIDE ONGOING SUPPORT TO YOU AND EACH OTHER AS YOU NAVIGATE THE SCHOOL YEAR.
- PROVIDE A DISCOUNT FROM YOUR INSURANCE COMPANY FOR BEING ABLE TO SHOW WE DO CONTINUOUS EDUCATION WITH OFFICERS.

ΑΣΦ
FRATERNITY

STAFF DIRECTORY



317.843.1911



tbtm@alphasig.org

Click on the staff member's name to send an email.

Headquarters Staff strives to accomplish the Fraternity's Vision and Purpose as a team in a healthy and challenging work environment that contributes to the overall growth of each employee. We are continually seeking individuals who will embrace our purpose with enthusiasm and determination. Candidates should possess excellent customer service, interpersonal and organizational skills, along with a strong commitment to our values. If you are interested in beginning your career with Alpha Sigma Phi, please email Tabatha Sarco at tsarco@alphasig.org.

EXECUTIVES

GORDY HEMINGER
PRESIDENT & CEO

MATT HUMBERGER
VICE PRESIDENT & COO

HEALTH & SAFETY

DANNY MILLER
SENIOR DIRECTOR OF PREVENTION & ACCOUNTABILITY

INITIATIVES

TABATHA SARCO
SENIOR DIRECTOR OF STRATEGIC INITIATIVES

MARKETING & COMMUNICATIONS

IAN FRASER
DIRECTOR OF MARKETING & COMMUNICATIONS

KATIE BOYD
COORDINATOR OF MARKETING & COMMUNICATIONS

BAILEY DAVEY
COORDINATOR OF MARKETING & COMMUNICATIONS

BUSINESS OPERATIONS & MEMBER SERVICES

ADAM BROWN
DIRECTOR OF BUSINESS OPERATIONS

BRETT CARLSON
ASSISTANT DIRECTOR OF MEMBER SERVICES

MICHELLE HAIN
ADMINISTRATIVE ASSISTANT

CLVEN HOUSING

NICK MILLER
DIRECTOR OF CLVEN HOUSING

BENNY ARGENTO
ASSISTANT DIRECTOR OF CLVEN HOUSING

STEVEN NORRIS
ASSISTANT DIRECTOR OF CLVEN HOUSING

MATT LIGHTNER
COORDINATOR OF CLVEN HOUSING

LOGAN MULLINS
COORDINATOR OF CLVEN HOUSING

ALUMNI ENGAGEMENT

JEREMY RIED
SENIOR DIRECTOR OF ALUMNI ENGAGEMENT & CHAPTER OPERATIONS

LOGAN ISHIMINE
DIRECTOR OF SOUTHEAST OPERATIONS

LAYTON PIVER
DIRECTOR OF WEST COAST ENGAGEMENT

ADRIAN CULP
COORDINATOR OF CHAPTER OPERATIONS

ASHER ROGERS
COORDINATOR OF CHAPTER OPERATIONS

PROVISIONAL CHAPTER DEVELOPMENT

SAM FRANZOIA
DIRECTOR OF PROVISIONAL CHAPTER DEVELOPMENT

DAVID ERON
ASSISTANT DIRECTOR OF PROVISIONAL CHAPTER DEVELOPMENT

FOUNDATION

ALEX HILE
COORDINATOR OF FOUNDATION

EXPANSION & GROWTH

ANDY BREMER
DIRECTOR OF FRATERNITY INITIATIVES

COLLIN BINKLEY
COORDINATOR OF GROWTH

HENRY CALLEO
COORDINATOR OF EXPANSION & GROWTH

KEVIN FINKLER
COORDINATOR OF EXPANSION & GROWTH

CAM SKALLA
COORDINATOR OF EXPANSION & GROWTH

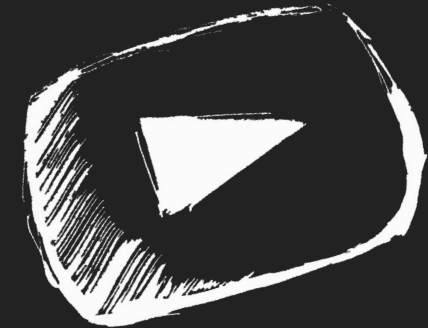
TAYLOR WALLERSTEIN
COORDINATOR OF EXPANSION & GROWTH



AVAILABLE RESOURCES

Alpha Sigma Phi encourages you to use our resources throughout the year to help navigate your position within the chapter and to be as efficient as possible. The Fraternity offers video resources that can be found on our YouTube page, as well as PDF resources that can be found on our website. Click the icons below to view our available resources. Further resources are available at [myAlphaSig](https://myalphasig.com), where you can access content in the “applications” tab called “Online OfficerTraining” and “Online Programs and Education.”

VIDEO RESOURCES



PDF RESOURCES



Write the name and contact info of your facilitator:

Blank space for writing the name and contact info of the facilitator.

Use this space to write down contact information for your society members:

Large blank space for writing contact information for society members.

FALL REFLECTION

Use the space below to write down your chapter's biggest wins and toughest challenges.

WINS

CHALLENGES

Large empty box for recording chapter wins.

Large empty box for recording chapter challenges.

INTRO TO THE FIVE THINGS NEEDED FOR A CHAPTER TO GROW

Below, document the five things needed for a chapter to grow.

Five horizontal boxes for listing the five things needed for a chapter to grow.

INTRO TO THE FIVE THINGS NEEDED FOR A CHAPTER TO GROW *continued...*

Write down your chapter's vision and identify the qualities you'd look for in a Potential New Member to fit that vision.

CHAPTER VISION

PNM QUALITIES

PEOPLE

Write down three recruitment facts. Then, use the extra space to take notes on each fact.

PEOPLE *continued...*

Document some different aspects of recruitment and indicate whether or not you think your chapter focuses on each aspect. Then, write down how you meet PNMs and indicate if its proactive or reactive.

	YES	NO		PRO	RE
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PEOPLE *continued...*

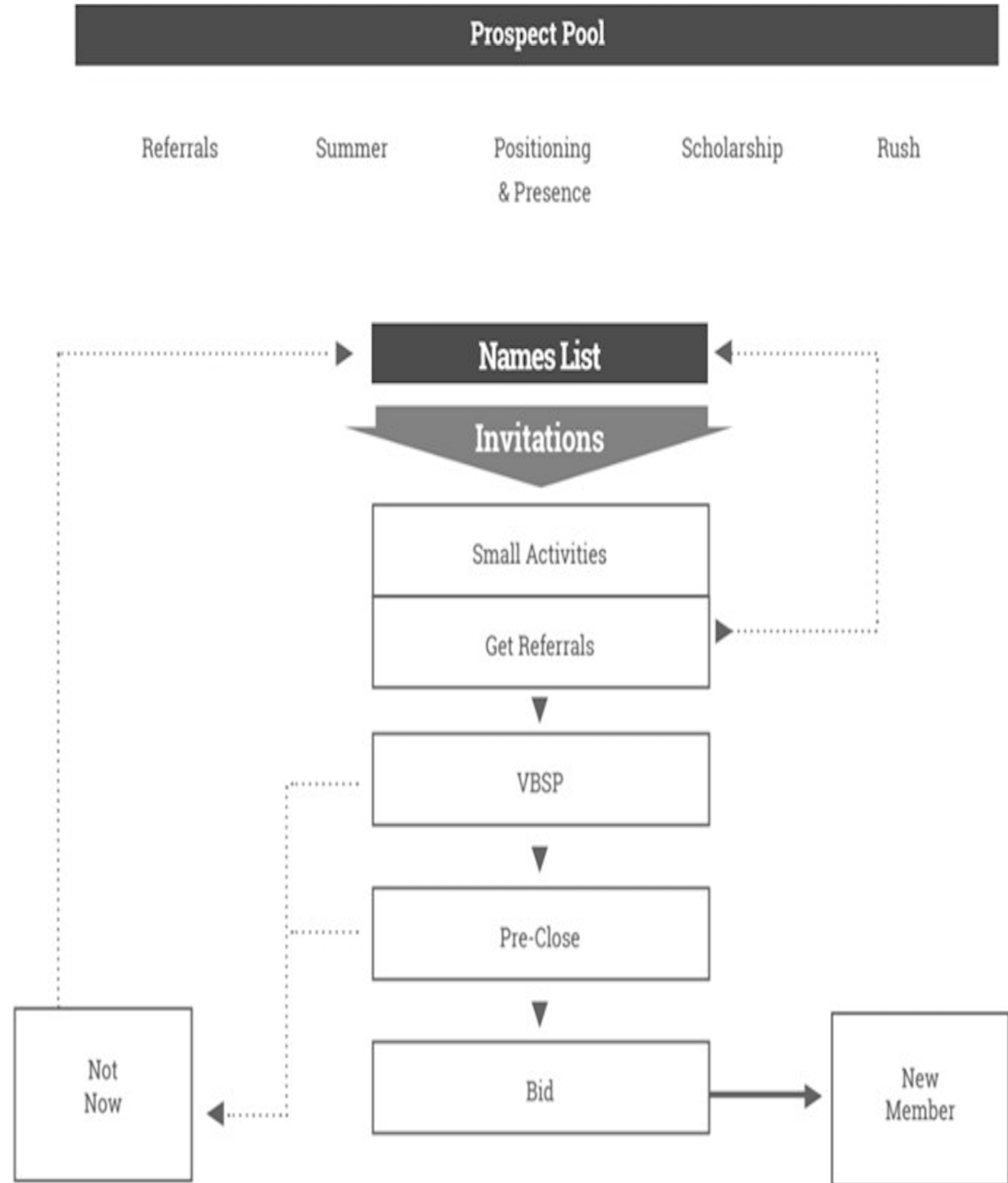
Consider the following:

Out of 10 men you randomly interact with on campus, how many do you believe would be Alpha Sig quality? Why?

What is your goal for spring recruitment? How many guys do you want your chapter to recruit? Then, based on the number you wrote down, how many men do you need to meet to make that happen?

SYSTEM

Below is the Prospect Protocol:



SKILLS

Write down five skills you think you need to be successful at recruitment.

EFFORT

Use the space below to identify ways to incentivize the following groups of people.

INDIVIDUALS

RECRUITMENT TEAM

CHAPTER

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EVALUATING THE GUIDELINES

While reading the Health & Safety Guidelines, jot down three bullet points your chapter struggles with in the notes section at the end of this society.

The Health and Safety Guidelines of Alpha Sigma Phi Fraternity includes the provisions which follow and shall apply to all fraternity entities and all levels of fraternity membership.

HAZING

The Chapter and members must comply with all federal, state, provincial, and local laws regarding hazing. No chapter, provisional chapter, student, or alumnus shall conduct nor condone hazing activities.

The term “hazing” means any intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against any individual or group of individuals, regardless of affiliation, whether or not committed on Chapter property, for the purpose of recruiting, joining, pledging, initiating, admitting, affiliating, or for the purpose of retaining membership in an organization that causes an individual or group of individuals to do any of the following, regardless of a person’s willingness to participate:

- Be coerced to violate federal, state, provincial, local law, or Alpha Sigma Phi policy.
- Be coerced to consume any food, liquid, alcoholic liquid, drug, or other substance in any non-customary manner which subjects the individual or group of individuals to a substantial risk of emotional or physical harm which includes but not limited to sickness, vomiting, intoxication, or unconsciousness.
- Endure brutality of a physical nature, including but not limited to whipping, beating, paddling, branding, dangerous physical activity, or exposure to elements or endure threats of such conduct that results in mental or physical harm.
- Endure brutality of a mental nature, including but not limited to activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment or endure threats of such conduct that results in mental or physical harm.
- Endure any other activity which adversely affects the health and safety of an individual including, but not limited to, the disruption of academic performance or class attendance, required designated driving programs, line ups, calisthenics, or personal, physical, or financial servitude.

The Membership Orientation Program shall be executed by the Vice President of Membership Enrichment. If the Chapter chooses to have other Brothers participate, the President and Membership Enrichment Advisor must approve all activities. All events shall take place between 10:00 a.m. and 10:00 p.m.

ALCOHOL & DRUGS

In any activity or event sponsored or endorsed by the chapter, including those that occur on or off organizational/chapter premises:

- The chapter, members and guests must comply with all federal, state, provincial and local laws.
- No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages. Alcoholic beverages must either be:
 - Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
 - Brought by individual members and guests through a bring your own beverage (“BYOB”) system.
- Alcoholic beverages that contain greater than 15% alcohol by volume (or 30 proof) are prohibited, including, but not limited to any hard alcohol.
- Common sources of alcohol, including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
- Attendance by non-members at any event where alcohol is present must be by invitation only. Events must be limited to a guest-to-member ratio of no more than 3:1 for events with alcohol, provided that no event may exceed fire code. At least 50% of Prudential Board members must be present at any event with alcohol, with required presence by the Chapter President and/or the Vice President of Standards.

- Alcoholic beverages must not be purchased with chapter funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
- Any event or activity related to the new member joining process (e.g., recruitment, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities, and any ritual or ceremony.
- The chapter, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
- A chapter must not co-host or co-sponsor, or in any way participate in, an activity or event with an other group or entity that purchases or provides alcohol. A chapter must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter event.
- The chapter, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on chapter premises or at any activity or event sponsored or endorsed by the chapter.

SEXUAL ABUSE & HARASSMENT

The Fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, activities, or events, whether on chapter premises or an off-site location which are demeaning to women or men, including but not limited to verbal harassment, sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers, or similar, whether professional or amateur, at a fraternity event as defined in this policy is prohibited.

FIRE, HEALTH & SAFETY

- All chapter houses should meet all local fire and health codes and standards.
- All chapters should have posted emergency numbers for fire, police, and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
- All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.
- The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house are expressly forbidden.

RETALIATION

- Alpha Sigma Phi prohibits retaliation against any individual – members and non-members – for reporting, inquiring, or cooperating with a report around a violation of our Health and Safety Guidelines.
- Retaliation is any action, statement, or behavior that is designed to punish an individual for filing a report, cooperating with an investigation, seeking guidance regarding a concern, or to deter one from taking such action.

RETALIATION

To report a violation of the Health and Safety Guidelines, please utilize one (or more) of the options below:

- In case of an emergency, call 911.
- Contact the local Chapter President to report.
- Contact the Grand Chapter Advisor to report.
- Alpha Sigma Phi Fraternity participates in the hazing hotline specifically to report hazing: 1-888-NOT-HAZE.
- Call the International Headquarters at 317-843-1911, 24/7.

HIGH RISK/LOW RISK NIGHTS

Identify the four nights that are traditionally higher risk for chapters.

A CRISIS OCCURS

List some examples of a crisis that may occur:

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HOW TO RESPOND

Use the top box to document the correct protocol for responding to a crisis. Then, in the box at the bottom, use that protocol to respond to one of the scenarios.

- 1 The chapter/provisional chapter hosted a party at the house. The party was BYOB but the Chapter provided party juice for the girls. You see a guest who needs medical attention. What do you do?
- 2 Your chapter/provisional chapter hosts a mixer with a sorority and the theme is Cinco de Mayo. A few days later, you are contacted by the student newspaper, who is doing a news story on offensive party themes and wants to interview you regarding the mixer after seeing pictures posted on Facebook. What do you do?
- 3 Fraternity Headquarters received a call from your fraternity/sorority advisor to express a concern because of hazing allegations that he/she has received regarding your chapter/provisional chapter. The staff from Headquarters calls you to learn more. What do you do?
- 4 A nearby chapter comes to visit your chapter/provisional chapter for the weekend. While you're all hanging out, members of the visiting chapter start talking down to your new members and quizzing them on the history of the organization. When they get an answer wrong, they are forcing them to do push-ups. What do you do?
- 5 One of the other fraternities vandalizes the house one weekend. Your brothers "know" which fraternity did it and plan their revenge to do the same to their house. What do you do?
- 6 Due to not following the health and safety guidelines, the University has put you on social probation, which means that you're not allowed to have any events with alcohol. This coming weekend is Homecoming and the alumni have made it clear that they plan on having a tailgate and inviting the undergraduates. What do you do?
- 7 The Vice President of Growth wants to host a Bid Night Party to welcome in your new members. Everyone on the Prudential Board thinks it is a good idea. The officers split up the responsibilities for picking up the new members, purchasing the alcohol and arranging the festivities. What do you do?
- 8 One of your brothers shares an Instagram story he saw from a female friend, stating that a member of Alpha Sigma Phi sexually assaulted her a few days ago. You come home to the chapter house to find 25 people protesting in the front yard. What do you do?

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MEMBER ENGAGEMENT

Write down some ways your chapter keeps its members engaged:

RETURN ON INVESTMENT (ROI)

Use the space below to identify what each of these groups of people are looking for in membership.

FIRST YEAR/SOPHOMORE

JUNIOR/SENIOR

WAYS TO INCREASE ENGAGEMENT

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JUNIOR/SENIOR RETENTION COMMITTEE

Below is the Committee Job Description:

OVERVIEW

The following is an overview of the responsibilities associated with this committee. The description is designed to provide general guidelines and should not be viewed as limitations with the committee. The chapter and/or officer should feel comfortable adding additional responsibilities, provided those responsibilities are not assumed by another board or committee.

RESPONSIBILITIES

- Plans at least one brotherhood event for juniors/seniors each month of the academic year
- Assists in executing the chapter's Brotherhood Development Plan
- Organizes and executes continued education activities specific to juniors/seniors, such as resume review, networking, etc...
- Plans social events for the juniors/seniors and works with the Vice President of Standards to implement social event planning procedures as needed
- Plans the Black and White Formal each year
- Works with the Prudential Board to propose modified attendance and expectations for seniors
- Communicates regularly with the Vice President of Retention
- Understands and abides by all Fraternity and university/college health and safety guidelines

RETENTION & ROI

Write down what your chapter currently collects in dues for one member. Then, document what your chapter offers that member in return, or what that member's Return on Investment is. And finally, write down five ways to provide more value to new members, sophomores and juniors/seniors.

DUES PER MEMBER

RETURN ON INVESTMENT

NEW MEMBER	SOPHOMORE	JUNIOR/SENIOR

EXTRA SPACE FOR NOTES



EXTRA SPACE FOR NOTES

EXTRA SPACE FOR NOTES

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OFFICER ACCOUNTABILITY & DELEGATION

Fill in the blank. Then, brainstorm five ways to hold your officers accountable.

OUR MOST IMPORTANT RESOURCES ARE _____.

DELEGATION

Consider the following:

What are some responsibilities you can utilize delegation?

What are some responsibilities you should not delegate?

BURNOUT

Below are 10 signs of burnout. Use the space to the right to describe each.

EXHAUSTION	
LACK OF MOTIVATION	
FRUSTRATION/CYNICISM	
COGNITIVE PROBLEMS	
SLIPPING PERFORMANCE	
INTERPERSONAL CHALLENGES	
NOT TAKING CARE OF YOURSELF	
BEING PRE-OCCUPIED	
DECREASED SATISFACTION	
HEALTH PROBLEMS	

RECOGNIZING MENTAL HEALTH ISSUES

Fill in the V-A-R- acronym and a description for each.

V	

A	

R	

EXTRA SPACE FOR NOTES

EXTRA SPACE FOR NOTES

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DEI-DEFINING IT & WHY IT'S IMPORTANT

Define each of the following. Then, use the box to the right to write down the benefits of having a diverse chapter.

DIVERSITY

EQUITY

INCLUSION

CHAPTER ASSESSMENT

For each of the following, assess how your chapter may discourage DEI.

DIVERSITY

EQUITY

INCLUSION

DEI ACTIVITY

Use the space below to brainstorm ways to encourage DEI within the chapter.

DIVERSITY

EQUITY

INCLUSION

EXTRA SPACE FOR NOTES

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EXTRA SPACE FOR NOTES





RESOURCES TO ASSIST YOU

- [UNDERGRADUATE RESOURCES](#)
- [ANNUAL REPORT FOR ACCREDITATION](#)
- [ALPHA SIGMA PHI'S YOUTUBE CHANNEL](#)

Further resources are available at [myAlphaSig](#), where you can access content in the “applications” tab called “Online OfficerTraining” and “Online Programs and Education.”