

ALPHA SIGMA PHI FRATERNITY

MINUTES

GRAND COUNCIL MEETING

March 4-5, 1977

Over Nighter Inn
Delaware, Ohio

20. CALL TO ORDER:

Grand Senior President George E. Lord called the meeting to order at 9:30 p.m. on Friday, March 4, 1977.

21. ROLL CALL:

Members of the Grand Council in attendance: GSP George E. Lord, GJP Alfred B. Wise, GT Richard R. Gibbs, GS Richard A. Dexter, GC Richard S. Sanders, GC Michel A. Coccia, constituting a quorum. GM Louis DeLuca arrived for the opening of the Saturday, March 5 session. Others attending were UGA Michael K. Waters, Director of Publications Evin C. Varner, Director of Alumni Affairs Stan N. Miller, Chapter Consultant Frank L. Wahman, Executive Director Gary A. Anderson. Executive Secretary Emeritus Ralph F. Burns joined the group for lunch on March 5 and participated in the Saturday afternoon session.

22. FINANCE COMMITTEE REPORT:

Grand Treasurer Gibbs gave an explanation of his new budget procedure and an interim report on the Fraternity's status with regard to the budget for the '76-'77 fiscal year. Indications show that pledges and initiates for the year to date are less than expected. Brother Gibbs will be conducting a survey of the Chapters to determine their expectations with regard to meeting the pledge and initiation potential they reported in the fall of '76. He will also be requesting each program director to submit a request for budget in the '77-'78 fiscal year.

Moved by Brother Wise, seconded by Brother Coccia and passed
accepting the report of the Finance Committee.

At the request of Brother Coccia, GSP Lord instructed the Executive Director to include in his monthly report to the Grand Council, pledging and initiation figures for the month and comparative figures from the previous year.

23. LOYALTY FUND:

Executive Director reported that the first mailing from the computer has been completed and the second will be out within two weeks. Response to the first mailing has been lower than desired because of poor timing and because of the extraction of over three-hundred strong donors to be solicited for the Ralph F. Burns Challenge Fund.

Further plans for the Loyalty Fund call for a two-pronged third mailing. One letter will go to those who donated last year but not this year and another letter will go to those who have donated in previous years but not yet this year. A solicitation to those who have never donated may be circulated in an attempt to bring in new givers. A fourth mailing will go out, but the direction of that has not yet been determined.

Moved by Brother Coccia, seconded by Brother Dexter and passed to
accept the report on the Loyalty Fund.

24. MERGER:

Another Fraternity approached Alpha Sigma Phi with a direct intention of consummating a merger. GSP Lord reported that the obvious intent was for them to absorb us. The Council arrived at the following resolutions

- A. We must maintain the name Alpha Sigma Phi
- B. Merger is acceptable if we retain our name
- C. Merger with the Fraternity which approached is acceptable if

they'll become Alpha Sigma Phi. GSP Lord was given authorization by the Council to pursue discussion with the Fraternity along this line.

- D. Alpha Sigma Phi may choose to approach other Fraternities which appear to be vulnerable with the intent of absorbing them. These should be smaller than Alpha Sigma Phi in Chapter strength but must have healthy Chapters.
- E. Alpha Sigma Phi should discuss umbrella-type operation with other Fraternities, merging assets and management while maintaining separate identities and heritages.

25. EXPANSION:

The Report of Expansion Procedures prepared by Executive Director Anderson was noted. A copy is attached as Exhibit A. Director of Expansion Peter L. Tourtellot, knowing he would be unable to attend the meeting, phoned the Executive Director. He endorsed the Expansion report and stated there is no doubt in his mind that Alpha Sigma Phi needs a full-time Director of Expansion. It is his conviction that expansion cannot be done on a volunteer basis. With the hiring of a full-time Director of Expansion, Brother Tourtellot sees himself assuming the title of Chairman of the Expansion Committee. In this capacity he would help to oversee the activity of the full-time Director, would aid in the selection of desirable areas for expansion, and would aid in the refinement of the procedure used in establishing colonies and chapters.

Moved by Brother Sanders, seconded by Brother Coccia and passed that the program presented by the Executive Director be adopted and that there be a Director of Expansion hired to implement the program. Funding of the activity is to include no more than \$5,000 from the

Alabama Chapter Reserve Account and the budgeted amount for expansion is to be established by the Finance Committee.

26. ALABAMA CHAPTER RESERVE ACCOUNT:

The subject of the money held in escrow on behalf of the Chapter at Alabama came on for discussion. While it was noted that the money was turned over to the Grand Council to be held for the purpose of developing housing at Alabama, it became apparent through investigation, that the prospect of re-creating housing at Alabama was impractical. After due deliberation, the Grand Council instructed ESE Burns to report the status of the monies held in escrow as well as the result of his investigation of Alabama and the Grand Council instructed GSP Lord to correspond with the Alabama alumni regarding the development of new housing at Alabama and the need for using the money for the general benefit of the Fraternity.

27. EVALUATION OF FRATERNITY OPERATIONS:

At the request of the Council, GSP Lord instructed the Executive Director to determine which other Fraternities are doing well and, inasmuch as possible, why. This is to be reported at the next meeting, or by mail if available earlier.

28. A-S-P CORPORATION:

GSP Lord reported that a waiver of notice of a special meeting of the shareholders of the Corporation had been signed by all members of the Grand Council. On March 6, 1977 the special meeting of the shareholders will be held for the purpose of accepting the resignation of the existing officers of the Corporation and electing new directors in their stead.

Moved by Brother Coccia, seconded by Brother Gibbs and passed that the following slate of officers be presented as directors of the A-S-P Corporation: Alfred B. Wise, President; George E. Lord, Vice-President; Craig W. Urmston, Secretary-Treasurer.

Moved by Brother Sanders, seconded by Brother Gibbs and passed that all mortgages henceforth let by the A-S-P Corporation must include a

clause making the mortgages non-transferable and payable in full in the event of resale of the mortgaged property.

Moved by Brother Coccia, seconded by Brother Dexter and passed that the A-S-P Directors foreclose on the mortgage of Loren W. Anderson of Ypsilanti, Michigan if necessary and fiscally wise.

The Council, after discussion, gave instruction that the A-S-P Directors include recapture clauses in their mortgages as often as acceptable to those taking the mortgage.

29. CHALLENGE FUND:

GM Louis DeLuca was given the responsibility of conducting this special solicitation by GSP Lord. Brother DeLuca reported that a list of potential donors was selected from Grand Council members, current and past, award winners and Grand Province Chiefs. These Brothers received a letter from GSP Lord announcing the drive, followed by a letter from GM DeLuca requesting their pledges and contributions. Brother DeLuca reported that as of this meeting we are well over half the way in pledges and over one third of the way in cash received to reaching a corpus of \$40,000. Future plans call for another letter from Brother DeLuca to those who have not yet responded. Soon thereafter, solicitation is to be opened to the general membership of the Fraternity.

The Council directed that all those holding unpaid pledges should receive in early November a notice of their obligation. They should be informed of the Fund's successful posture and encouraged to increase their pledge and pay it off in advance.

To dispell misunderstandings, increase awareness to the Fund and attract new donations, GSP Lord was asked by the Council to make a statement on the purpose and administration of the Fund for publication in the Tomahawk.

Moved by Brother Dexter, seconded by Brother Gibbs and passed accepting the report of GM DeLuca regarding the Challenge Fund.

30. RETIREMENT AGREEMENT WITH EXECUTIVE SECRETARY EMERITUS:

The Council set May 31, 1977 as Brother Burns' final day of full employment with the Fraternity.

Moved by Brother Dexter, seconded by Brother Gibbs and passed directing GSP Lord to append to the minutes of this meeting a letter stating the details of the retirement agreement between the Fraternity and Brother Burns.

31. INTEREST ON GENERAL FUND ARREARS:

Moved by Brother Gibbs, seconded by Brother DeLuca and passed that interest of 1 1/2% per month be charged to accounts more than 30 days past due in the General Fund. This policy becomes effective April 1, 1977, with the first charges to be levied May 1, 1977.

GSP Lord directed GT Gibbs to implement the policy.

32. CHAPTER ARREARS:

A. GT Gibbs reported that though progress is being made this year at a faster rate in comparison with previous years, there are still Chapters with arrears to the General and Reserve Fund. He requested permission for himself and the Executive Director to pursue the debts without Council attention to all individual situations. His intent is to transfer General Fund Arrears into Reserve Fund notes and maintain tighter collection efforts in each Fund. Also, Reserve Fund notes from Loyola and Marshall are to be transferred to the A-S-P Corporation if the Chapter officials will consent.

Moved by Brother Wise, seconded by Brother Sanders to accept Brother Gibbs' report and give him authority to proceed with collection of arrears as outlined in his report.

B. Brother Gibbs reviewed the specific accounts of the Cornell Chapter.

He requested permission to write off a Reserve Fund loan in the amount of \$3,500. Council recollection was that action had previously been taken to permit that. Brother Gibbs will proceed to write off the loan.

C. GSP Lord reported that the Iowa State Chapter had written him requesting deferment of payment of their '76-'77 annual dues charges until the fall of the 1977-'78 year. This would permit them to properly budget for the expense. They were unwilling to add an assessment to the Chapter's charges after promising pledges they would not pay more than the budgeted amount.

In light of the Chapter's consistently strong and responsible operation, GSP Lord recommended their request be granted.

Moved by Brother DeLuca, seconded by Brother Coccia and passed that Phi Chapter be permitted to pay their '76-'77 annual dues charges in the fall of the '77-'78 year.

D. GT Gibbs reported that the Executive Director has received two requests for waiver of charges from Chapters. The Concord College Chapter made late payment of their Chapter Fee. They were notified of a 10% fine. They responded stating a two week closing of the school due to the energy shortage caused the unexpected and undesired late payment, and request the cancellation of the \$15 fine. Morris Harvey has petitioned for cancellation of their 1975-'76 Chapter Fee. Executive Director Anderson reported that the

Chapter membership at the time was so low that the Chapter should probably have been suspended. That would have released the Chapter from an obligation to the fee. Since such action was not taken, Anderson felt cancellation of the fee was in order and spoke for it.

Moved by Brother Coccia, seconded by Brother Sanders and passed that Concord be excused from payment of the 10% late payment fine on its current Chapter Fee and that Morris Harvey be excused from payment of its '75-'76 Chapter Fee.

The Council expressed desire that the Executive Director not give implication that the Council is willing to waive any fees. It may be said that they will review situations, but no hint of promise should be made regarding waiver.

33. IRAC BULLETIN:

Executive Director Anderson made note that Evin Varner, Director of Publications, has been making regular submission of material regarding Alpha Sigma Phi's programs and activities to the bulletin of the Interfraternity Research and Advisory Council. Most, if not all, of the submissions have appeared in print, to the point where staff persons from other Fraternities and Sororities are making comment about our activities. The Council expressed appreciation to Brother Varner for his attention to our interfraternal visibility and encouraged him to continue such pursuits.

34. PRODUCT MARKETING:

The Executive Director reported we do have a supply of sixteen ounce aluminum mugs bearing the Coat-of-Arms on one side and the Greek letters on the other. The Fraternity buys this item for \$5 apiece and sells it for \$8.50 apiece. Response to the first supply was very good. Promotional advertising

material on the new supply will be out within the next two weeks and will be carried in the Tomahawk.

The Council responded with interest to the notion of selling additional items, noting that placing goods bearing the Fraternity's name into the hands of the members does much to keep their interest and awareness high. An aluminum ash tray, glass tumbler and a heavy aluminum plate bearing insignia of the Fraternity were shown as samples of what might be done. At the will of the Council, GSP Lord directed Brother Sanders to conduct a feasibility study of product marketing, and gave him authority to order samples for test sale at the National Educational Conference.

The Executive Director further reported that the insignia of the Fraternity are not properly protected by registration as trademarks. The cost of registration would be approximately \$50 per item in fees and preparation charges.

Moved by Brother Wise, seconded by Brother DeLuca and passed that the Coat-of-Arms, the Greek letters and the English spelling of Alpha Sigma Phi Fraternity be properly registered, and that others follow as budget permits.

35. NATIONAL CHARITY:

The Executive Director proposed that the Council promote Chapter attention to charity by approving reputable national foundations. This approval is intended to open doors for the staff people of the foundations, making their organizational skills and charitable projects available to the Chapter.

Alternate proposals immediately arose. UGA Mike Waters suggested that the Council annually endorse a specific type of project, e.g. dance

marathon, running event or eating contest, allowing each Chapter to donate the proceeds to the charity of their choice. GJP Wise suggested the Council might annually endorse a different organization, allowing the Chapters to structure their own type of activity and all the proceeds would go to one place. Brother Coccia suggested competition between the Chapters with regard to goals for amounts raised might be a healthy incentive. GS Dexter raised concern over the staff time necessary to promote and coordinate such activities.

There did seem to be general interest for increasing Chapter activity in the area of service. GSP Lord directed GS Dexter to provide a report to the next meeting on the general area of service, noting courses the Council might take to promote Chapter activity in charity service projects.

36. STAFF PROCEDURE FOR CHARTER WITHDRAWAL DUE TO FAILING OPERATION:

Chapter Consultant Frank Wahman made a statement on the procedure the staff intends to follow when suspending or withdrawing a charter becomes necessary due to failing operations in a chapter. It was noted that the constitution and by-laws do not provide for this. They provide only for suspension and withdrawal in connection with infractions of Fraternity rules or moral standards. Chapter Consultant Wahman's statement is attached as Exhibit B.

Moved by Brother Gibbs, seconded by Brother Coccia and passed accepting the statement of Chapter Consultant Wahman, which defines the procedure for suspension and withdrawal of charters necessitated by failure in chapter operations.

At the request of Brother Coccia, GSP Lord directed the Executive Director to report at the next meeting any use of this procedure and its effectiveness.

At the request of GM DeLuca, GSP Lord instructed the Executive Director

to circulate in advance of meetings a written summary of all policy changes or proposals to be discussed by the Council.

- A. GSP Lord entertained motions to vote regarding the withdrawal of the charters of Milton, Marshall and Tarkio and the suspension of the charter of Indiana Tech.

Executive Director Anderson explained that the vote regarding the status of these Chapters was planned for the August, 1976 meeting of the Grand Council but was not taken then.

Moved by Brother Gibbs, seconded by Brother Wise and passed that the Milton charter be withdrawn.

Suggestion by Brother DeLuca that the ritualistic paraphernalia and other ritualistic memorabilia of the defunct Chapter be made available for purchase by other Chapters.

Moved by Brother DeLuca, seconded by Brother Gibbs and passed to withdraw the charter of Marshall.

Moved by Brother Gibbs, seconded by Brother Dexter and passed to withdraw the Charter of Tarkio.

Moved by Brother DeLuca, seconded by Brother Coccia to suspend the charter of Indiana Tech.

37. PAST GSPs:

Executive Director Anderson noted that the Past GSPs are a largely untapped resource of Alpha Sigma Phi. Through discussion, the Council determined these Brothers might best serve as an advisory committee to the Council, available for consultation on any matter in which their experience might be helpful. It was also felt they should be given the opportunity to sight ways they might choose to be of service to the Fraternity.

GSP Lord assumed responsibility for asking Brother George B. Trubow, immediate past GSP, to chair a committee of past presidents and submit a report to the next meeting as to what involvement they might have or what services they might render.

38. RAZING OF THE GARAGE STRUCTURE OWNED BY THE FRATERNITY:

Moved by Brother Coccia, seconded by Brother Wise and passed that to increase income while decreasing insurance and tax costs, the garage structure behind the Headquarters building should be razed and the lot be finished for open parking.

Executive Director Anderson is to cause completion of this project. In anticipation of the Council approval, the Finance Committee had budgeted funds.

39. EXECUTIVE SESSION OF THE GRAND COUNCIL:

Salaries of the Fraternity employees were discussed and adjusted as found desirable. The Council traditionally has viewed this information as confidential. The Executive Director was informed of the changes and instructed to direct the bookkeeper to adjust the payroll accordingly.

40. 1977 NATIONAL EDUCATIONAL CONFERENCE:

Brother Sanders, Director of the '77 NEC, presented his rough outline of the program and a list of possible discussion topics. These are appended to the minutes as Exhibits C and D. These Exhibits reflect the suggested additions and alterations of the Council.

The Council noted that past conferences had been directed toward giving participants tools which would help their Chapters, but that very often the participants were not able to assimilate their learning into their Chapters' operations. Also, those Chapters most needing assistance are most often those not represented.

The Council resolved that rush, pledge education and goal setting should be the topics for the main workshops. Brother Sanders may choose at his discretion other topics to complete the program.

Brother Stan Miller strongly urged that the Headquarters staff collect resumes in advance for the conference faculty members, to give the appropriate advance publicity and to make introductions of the faculty members at the conference as thorough yet succinct as possible.

At the suggestion of GT Gibbs, GSP Lord instructed the Headquarters staff to call on April 5, 1977 those Chapters which have not reported their delegates as of April 1. In those Chapters which claim there is no interest in attending the conference, it should be made clear that the HSP, by virtue of office, should attend. Also, each delegate should be sent a return post card in mid-July asking him to verify that he will attend.

41. PUBLICATIONS:

Director of Publications Varner noted his written report, which was distributed in advance and is appended to these minutes as Exhibit E. He also

showed the artwork for new rush/expansion pamphlets and gave indication of more that will be done as budget permits. He also indicated there are materials being prepared for use in the Tomahawk which will be adaptable to other separate applications, e.g. advertisements on goods and services from Headquarters, an article on possible alumni activities, etc. The directions and priorities of the publications program are listed in his report.

The Council commended Brother Varner highly and each member personally for his continued and invaluable services, and made specific reference to pleasure at the quality of the recently adopted tabloid format of the Tomahawk.

Moved by Brother Coccia, seconded by Brother DeLuca and passed to accept the report of the Publications Director and to spread upon these minutes formal and sincere appreciation to Brother Varner for his dedications and contributions.

42. ALUMNI:

Director of Alumni Affairs Miller reported a two-pronged approach to alumni development, that being to strengthen existing alumni associations of Chapters while starting up more inter-Chapter area councils. He has prepared manuals to assist with both programs and has distributed those to all whom he felt could make use of the material.

Brother Miller requested that those with ideas on areas that might be suited to development of councils give him leads on whom to contact.

Executive Secretary Emeritus Burns reported on his series of meetings in North Carolina. The purpose was to prospect the alumni to determine who might help in the development of Alumni Councils, and who might assist

with expansion in the state. Attendance was very poor, but some names were put into the files. Ralph voiced a plan to mail a report on his visit back to all Brothers in North Carolina to maintain their potential interest.

Further discussion resolved that Cleveland and Columbus should be the current target areas for the development of Alumni Councils under Ralph's direction.

Director Miller voiced intent to initiate regular, possibly quarterly, correspondence with the existing councils to share ideas on activities and information on Fraternity operations. This would be to increase their understanding of their importance and raise their activity to levels of greater achievement.

Brother Miller asked Brother Burns to give him a list of those Brothers of substantial worth whom he might approach with a proposal for bequests to the Fraternity. Ralph's immediate response was to encourage Stan to write Brother Dave Seymour, a tax attorney, for his assistance in the endeavor.

GSP Lord directed Ralph to provide Stan with the prospect list and for Stan to report his progress at the next Council meeting.

43. CHAPTER SERVICES:

- A. The Executive Director reported an intent to utilize more effectively the volunteers available in the GCAs and GPCs. This will involve clarifying their roles and responsibilities and communicating that information to them and to the Fraternity at large.
- B. The Executive Director presented a set of minimum standards of

operation for the Chapters, a copy of which is appended to these minutes as Exhibit F. Chapter Consultant Wahman and Executive Director Anderson drafted these as an absolute measurement which all Chapters should be expected to meet and exceed. The information needed to assess the Chapters' position with regard to the standards will be collected through the October and May reports of undergraduate membership, GCA and GPC reports, staff and Grand Council consultation reports and the Annual Awards Application report form.

Moved by Brother Coccia, seconded by Brother Dexter and passed approving the minimum standards of operation, with strong emphasis on the word minimum.

The Council noted these standards as minimum, but did not favor the immediate imposition of sanctions against Chapters currently below these standards. That will require further staff study and recommendation. The Council strongly urged accenting the positive intent of setting minimum standards and avoiding implication of immediate threat to weak Chapters.

C. With Council approval the Stevens Chapter Alumni Association hired Paul Ilgen, a Penn State undergraduate Brother, to work at revitalizing the Stevens Chapter during the fall of 1976. The report at the time of the meeting was very favorable. Stevens went from five undergraduate Brothers into the twenties, and they expect more pledges yet this year.

The Stevens situation was very favorable toward success. It's difficult to be certain that similar success could occur on other campuses. The Executive Director proposed that Stevens continue to be watched and that good candidates for Chapter Consultant

who are not hired to that position be referred to the few situations where Alumni Associations are able and may be willing to employ them for revitalization or expansion efforts. No Council action was taken but the sense of the group was positive toward this report.

- D. Chapter Consultant Wahman was granted time to air his observations on the welfare of the Chapters and on the quality and directions of our Chapter Services Program.

Frank felt information-gathering had been inadequate, but feels we are moving in positive directions with the minimum standards of operation and the procedures reported above on information-gathering in connection with them. Frank also felt that increased use of performance contracts ~~specific~~ specific achievements the Chapter agrees to attain within a specified period of time - have been useful and recommends it be continued.

- E. Cincinnati had been one Chapter with which Frank set a performance contract. Among other things they were to have fifteen Brothers who will return next fall initiated by June 12, 1977. Since Frank's leaving the Chapter, they've voiced concern over that number. They contend it should have been less. Frank sought the Council's guidance.

With support of the Council, GSP Lord instructed Consultant Wahman to extend the deadline of the contract to the fall of 1977, by which time the Chapter is to have been represented at the 1977 National Educational Conference and pledged ten additional men to the Fraternity. The performance contract is to require ten - instead of fifteen - initiated members who plan to live in the Chapter house during the fall quarter of the 1977-78 academic year. All of the other conditions of the performance contract must be met by June 12, 1977. There is to be an

interim report to the Council on the matter at its' August '77 meeting and a final report at its' winter '78 meeting.

- F. Exoteric Pledging. Through information reported by UGA Waters, Executive Director Anderson became aware that the constitution states the Fraternity's pledge ceremony may be exoteric, while the pledge ceremony itself contains wording that implies outsiders should not observe. Without recommendation the Executive Director requested the Council take action to resolve the contention between the two items. With approval of the Council GSP Lord instructed GM DeLuca to examine the situation and present a proposal to the next meeting of the Council.

44. MEMORIAL FUND:

- A. Past GSP Robert E. Miller, by letter, urged the Council to consider comments from past GSP Raymond E. Glos, which suggest the Memorial Fund, Tomahawk Fund and A-S-P Corporation assets might be merged. Council feeling was that the tax-free status of the Memorial Fund would be endangered by merger with the A-S-P Corporation. Also, though the Tomahawk Fund might be combined with the Memorial Fund, the Council was reluctant to do so, fearing that the income from Tomahawk Fund investments might not be as easily entered into the General Fund account, which is where the Fraternity most needs it at present.
- B. ESE Burns reported that the Memorial Fund Trustees have intentions to continue support of the National Educational Conference, the individual scholarship awards established by the Fraternity, and the educational activities of the Chapter Consultant and other staff people. It will also continue to serve as a vehicle for the awarding of the Stuart W. and Bruce R. Anderson awards for

publication excellence. Brother Burns suggested that a broadening of the goals of the Fund would have to occur under the guidance of the Grand Council.

Brother Coccia accepted GSP Lord's request that he prepare a report for the next Grand Council meeting on what additional projects and activities the Memorial Fund might underwrite.

Brother Coccia is to draw on Brother Ray Glos, Chairman of the Memorial Fund, Brother Dave Seymour, legal advisor to the Fund, Brother Ralph Burns, Secretary of the Fund and any others who may be helpful to him in preparing this report.

- C. ESE Burns reported that the requirements in the trust agreement between the Memorial Fund and the Fraternity call for one of the Memorial Fund Trustees to be a current member of the Grand Council. In light of this, Brother Robert E. Miller resigned as a Trustee, and Brother Michel Coccia has been named in his stead.
- D. General solicitation to the Memorial Fund, Burns reported, has not yet occurred this fiscal year because of the transition to the fiscal year approach in the Loyalty Fund solicitations. He felt we could do sufficient soliciting to keep the Fund at present levels. He stated he would be attending to Memorial Fund solicitations. Specifically he stated those who have already contributed to the '76-'77 Loyalty Fund would receive a solicitation, probably in March, and those who have received their 50-Year Certificates will shortly receive a solicitation letter to the Memorial Fund, from Trustee Chairman Ray Glos.

45. DONOR RECOGNITION:

ESE Burns reported that to date we've only given individual recognition

to donors for contributions to the Memorial Fund. He stated his belief that we should not give separate recognition of contributions to the Memorial Fund and the Loyalty Fund. He also believes we should not recognize cumulative donations except within a given year. Brother Burns proposed that emphasis on donor recognition be shifted from the Memorial Fund to the Loyalty Fund.

Executive Director Anderson proposed that all contributions be applied toward the donors' level of giving, regardless of the Fund receiving the money. It was noted that gifts to the Memorial Fund are acknowledged individually, so the donor has a receipt for tax purposes. Therefore, it is unnecessary and confusing to separate the list of donors at the end of the year by the Fund to which they contributed. GM DeLuca spoke to the point, urging common recognition of all donors and supporting application of all of an individual's contributions toward his level of giving.

Moved by Brother Dexter, seconded by Brother Sanders and passed that all donors be listed in the Tomahawk at the end of the fiscal year, that contributions be applicable to a Brother's level of giving, that gifts of \$100 or more in a given year constitute membership in the CLVEN Club for that year, and that gifts of \$1,000 or more in a given year constitute membership in the Founder's Club for that year, and that these limits should apply regardless of the fund benefiting.

GSP Lord appointed Brother Miller chairman of the committee to examine further steps that may be taken in the area of donor recognition. This may include additional levels of recognition, recognition of consecutive giving, suggestions for publication practices regarding donors, etc. There is to be a report at the August 1977 Grand Council meeting .

46. CAREER DEVELOPMENT AND PLACEMENT:

Brother G. Alan Sternbergh, Director of Career Development and Placement, submitted a written report regarding his program which is appended to these minutes as Exhibit G. The report contains his goals and activities to date. He has authored articles for the Tomahawk and obtained pamphlets for distribution to the Chapter. He has also contacted all Placement Directors on the campuses where we have active Chapters and Colonies, advising them of our interest and activity in this area.

Moved by Brother DeLuca, seconded by Brother Dexter and passed to receive the report of the Director of Career Development and Placement, to commend Brother Sternbergh for his initial efforts and to encourage him to advance the program as per his intentions.

47. RESOLUTIONS:

"Resolved that the Grand Council of Alpha Sigma Phi Fraternity hereby recognizes Michael K. Waters, Psi Chapter, for his unselfish dedication and service to our Fraternity as an Undergraduate Advisor to the Grand Council. Further resolved that the Grand Council accept Brother Waters' well-considered and well-written report of November 15, 1976, and direct that the Executive Director prepare a report for the Council setting forth the problems as suggested by Brother Waters together with the recommended solutions in time for the August 1977 meeting."

48. COMMENTS FOR THE GOOD OF THE SOCIETY:

Executive Secretary Emeritus Burns recommended that the members of the Grand Council and those in attendance deposit their expense check and send to Headquarters their personal check for an equal amount payable to the Memorial Fund of Alpha Sigma Phi.

49. . APPROVAL OF EXPENSES:

Moved by GT Gibbs, seconded and passed approving the expenses
of this Grand Council meeting.

ADJOURNMENT

The meeting of the Grand Council was adjourned at
3:30 p.m. Saturday, March 5, 1977.

Respectfully submitted,

Richard A. Dexter
Richard A. Dexter
Grand Secretary

Exhibit A

January 6, 1977

TO: Report to Grand Senior President
George E. Lord

FROM: Gary A. Anderson
Executive Director

RE: Expansion cc: Peter L. Tourtellot, Director of
Expansion

The outline below sketches the procedure for expansion which should be followed by an expansion director.

I. Reaction to unsolicited opportunities

II. Development of new possibilities

I. Reaction to Unsolicited Opportunities (Letter, Phone Call, Referral)

A. Investigate the School - Get permission and support for expansion from:

1. Administration

2. IFC

B. Investigate Alumni resources in the area

C. Data Collection by phone contact with officer of the local group

1. Size of Group

2. History

a. Date of Founding

b. Current Size; Average Size annually since founding

c. Total number of members

3. Operations

a. Officer Structure

- b. Rush Practices; Bidding
- c. Pledge Education
- d. Committees
- e. Service Activities
- f. Scholarship
- g. IFC, and others they choose to discuss

4. Finances

- a. Dues Structure
- b. Pledge/Initiation Fees
- c. Sinking Fund/Investments

5. Housing

- a. Goals/Plans if no house
- b. Capacity
- c. Age, condition, location, neighbor relations
- d. Insurance

6. General Philosophy. Statement of Purpose

D. Swap written materials

- 1. Send TO BETTER THE MAN and expansion pamphlets
- 2. Request their constitution and by-laws if developed, plus any officer, pledge or other materials they may have.

- 3. Verify spelling of persons name and the correct address

E. Personal Contact

- 1. While on the phone set an appointment for a personal meeting with the group
- 2. Send a reminder of the meeting immediately
- 3. Also make arrangements to meet with any alumni and advisors possible
- 4. At the meeting discuss briefly observations of their written materials and allow them to comment on the Alpha Sigma Phi materials

5. Make a presentation on the services provided by affiliation with Alpha Sigma Phi.
 - a. Allow for sufficient discussion to be sure their thoughts are with your line of presentation.
 - b. Deal with any special questions or concerns they may have.
 - c. Attached to this report as Exhibit 1 is an outline for such a presentation.
6. Also outline the procedure for recognition as a colony and for granting a charter.

F. Costs

1. After the presentation on services, explain the costs of the Fraternity.
2. Be certain to convey that the costs are not associated directly with separate services, but all revenues work together to provide and improve the entire packet of services (this is to prevent them from expecting material goods at the time of pledging or initiation equivalent to the fees).
3. Attached to this report as Exhibit 2 is a listing of the costs for membership in Alpha Sigma Phi as of the date of this report.

G. If possible, get the group to make a commitment to Alpha Sigma Phi at this point. If they do that:

1. Begin immediately to lay out the plan by which the group will advance to colony or chapter status.
2. Introduce the alumni who will be working with the group.
3. Have them plan a schedule of meetings and begin setting short and long-term objectives.
4. Develop a process of keeping the Expansion Director informed of progress.

- H. If the group cannot make a commitment without further thought, set an appointment for a subsequent meeting and a schedule for phone contact until that time. The smaller the lapse necessary here, the better.

II. Development of New Possibilities (initiation of research on school's holding inactive charters at which Alpha Sigma Phi has never operated).

A. The attack should be geographical.

1. Minimizes costs of travel
2. Maximizes use of alumni resources
3. Allows for improvements in province activity
4. Swells morale as a particular area increases chapter strength.
5. Will require complete restructuring of the Headquarter's files which have been alphabetical.

B. Data gathering.

1. Expansion Director will decide which regions of the nation offer the greatest opportunities for colony development.
 - a. Read reports in publications of other fraternities.
 - b. Note reports occasionally circulated by colleges and universities.
 - c. Conversation with the expansion personnel of other fraternities.
 - d. Other sources (regional IFC reports, reports from alumni, etc.)
2. These regions will be given priority by potential, bearing in mind the distribution of Alpha Sigma Phi (alumni, chapters).
3. All schools of higher education within the region will be surveyed to determine their receptiveness to colonization.

4. Schools within the region will be given priority rank according to potential.
5. The schools will be investigated according to priority rank to determine if any local fraternities might be operating there, which may be inticed to affiliate with Alpha Sigma Phi. Where such locals exist, procedure I of this report will be put into action.

C. Contact development

1. School support is essential to an expansion effort.
 - a. Meet with the administration officials in charge of fraternity activity and gain their support.
 - b. Meet with the IFC to explain our efforts, assure them of our interest in cooperation and gain their support.
2. If there are no locals, the Expansion Director must find committed contacts.
 - a. A brother or good pledge who has transferred to the school.
 - b. Faculty members and/or area residents who are brothers.
 - c. Students or faculty members who show interest in our efforts and are willing to work at recruiting a corp group of students.
3. The Expansion Director will educate the contact(s) regarding Alpha Sigma Phi's current attitudes, directions and programs.

D. Colony Development

1. Interview brothers on the faculty or residing in the area or transfers from other schools and organize a temporary alumni board.
2. Recruit a corp group two ways
 - a. Media ads and poster campaigns.

- (1) ~~Select~~ meeting place, date and time.
- (2) Gain or purchase campus newspaper space, radio time and other media exposure to carry our ads, giving meeting details.
- (3) Hang posters conspicuously around campus, particularly in or near men's residence halls and places of interest (field house and student union building, etc) Take them down when their usefulness has expired?
- (4) Best suited for a campus showing overwhelming interest.

b. Direct mail survey

- (1) At least a month before the scheduled organizational workshop, all eligible prospects receive a mailing containing a letter.
 - (a) Briefly explains Alpha Sigma Phi
 - (b) Notes our interest in expanding to their campus.
 - (c) Contains a return-mail interest card, asking for one of two responses:
 - [1] "Yes, I want to help found a new Fraternity at XYZ College."
 - [2] "I may be interested and would like more information about Alpha Sigma Phi".
- (2) Either response triggers the sending of an information packet to the individual.
 - (a) More information about Alpha Sigma Phi
 - (b) Telling when the Expansion Director will be on the campus to interview and conduct the organizational workshop.

- (c) The wording of the cover letter differs slightly in kind to match the response checked.
 - (3) Experience of other Fraternities suggests that all organizational activity should cease unless the responses follow this scale:
 - (a) A return of not less than 2 per cent of pieces mailed from a campus of ten-thousand or more students increasing to
 - (b) Five per cent from a campus of five-thousand students or less
 - (c) At least fifteen committed men (Pledges at outset) in any situation
 - (4) This is best on a campus where
 - (a) Student interest in Greek development is moderate
 - (b) We have no ready group of workers
 - (5) This allows for a quantitative review of prospects before the outlay of expense for an organizational workshop.
3. The expansion Director visits the campus making the following contacts:
- a. First evening - set and meet with the temporary alumni board.
 - b. Next day, meet again with administration and IFC officials.
 - c. Interview all those who responded to the mailing and all friends those men can attract, giving direct invitations to the organizational workshop.
 - d. Conduct the organizational workshop on the weekend.

4. Organizational workshop

a. Purpose is

- (1) To make friends out of those who attend
- (2) After pulling the group together, exciting them about Alpha Sigma Phi.
- (3) Educate the group on how to proceed with development.

E. Once the Expansion Director has created contacts, conducted the organizational workshop and set the corp group at recruiting more members, the group will be guided in it's development by the requirements in the manual on colonization.

Alumni can play key roles in this process but the control must initially be in the hands of the Expansion Director. Alums can help by investigating schools in their area, investigating local fraternities at schools in their area, serving as graduate advisor to a colony or as pledge educator or as a member of a temporary alumni board of directors. Undoubtedly there are more ways they can assist, which the Expansion Director will learn of and arrange for. It will be the responsibility of the Expansion Director to work with the Director of Alumni Affairs to recruit capable alumni to assist in the expansion effort.

This outline is fairly comprehensive in the procedure for expansion. It does raise the need for the expansion materials we have slowly been working on - posters and pamphlets. It also heightens the need for a manual articulating requirements for the development of a colony - number of members, ongoing programs in pledge education, financial management service, etc. That will be my next task, I suppose. This, however, should provide a good base for conversation regarding the hiring of a full-time expansion director.

Let me add that so far this year the following has happened: we've established that two or three inactive chapters have money and interest in redevelopment; one local outfit has shown extremely positive interest in affiliating with Alpha Sigma Phi; a pledge from Ohio State has transferred to the University of Tennessee at Martin and organized a group numbering in the teens which is interested in colonizing for Alpha Sigma Phi (Sigma Phi Epsilon has been trying to get their attention); A Brother at Rensselaer Polytechnic Institute has a friend at Syracuse who showed serious interest in colonizing for us there; the Dean at Washington & Lee has given us permission to attempt colonization on that campus; a group at Northwestern decided to go national and we were unable to move quickly enough to hook their interest. All of this waits for action because I don't have the time to focus in on any one program area.

My attention is scattered to all areas of operation and I simply can not follow through on more than one or two new-growth situations.

The word from other outfits is that there's room "out there" for growth, but it has to be hustled. Sounds right. As I recall, the chapters still have to rush to get pledges! The same principle applies to the national organization adding colonies and chapters.

Expansion report/ January 6, 1976

EXHIBIT I

Services of Alpha Sigma Phi to Chapters

A. Chapter Services

1. Grand Chapter Adviser - local assistance
2. Province
 - a. Grand Province Chief
 - b. Province Executive Council
 - c. Province Conclaves
3. Chapter Consultant
4. National Educational Conference
5. National Convention

B. Programs

1. Career Development and Placement
2. Publications
3. Alumni Affairs
4. Expansion

C. Financial Assistance

1. Reserve Fund
2. Memorial Fund
3. ASP Corporation

Expansion report/ January 6, 1976

Exhibit II

Costs of Membership in Alpha Sigma Phi as of September, 1976

A. Individual

1. Pledge Fee - \$30.00
2. Initiation Fee - \$90.00

B. Chapter

1. Annually - \$5.00 per active per fiscal year, beginning July 1 following the man's initiation
2. Chapter Fee - \$150.00 per year. Payable November 1, due December 31. 10% late charge added for any unpaid amount as of January 1.



MEMORANDUM

POLICY STATEMENT
SUSPENSION AND/OR WITHDRAWAL OF CHARTERS

Approved by Grand Council March 5, 1977

From: Frank Wahman, Chapter Consultant

The constitution and by-laws of Alpha Sigma Phi Fraternity, Inc., provide a procedure for the suspension and withdrawal of charters in connection with infractions of Fraternity rules or moral standards. The following procedure was developed to be used by the staff when suspending or withdrawing a charter becomes necessary due to failing operations in a Chapter.

PROCEDURE FOR SUSPENSION AND/OR WITHDRAWAL OF CHARTERS NECESSITATED BY FAILURE IN CHAPTER OPERATIONS

At the first opportunity, the staff will ask that the Grand Council, by vote, suspend the charter in question. Following this vote, the Grand Senior President should write a letter to the alumni Brothers of the Chapter announcing the suspension and its causes and allowing them to develop a committee to supervise organization of a local group as a successor of the Chapter. This local group should have the intention of petitioning the Fraternity for reactivation of the Chapter at a later date. A summary of the response of the alumni Brothers will be compiled by the staff and reported to the Grand Council. Lack of interest on the part of the alumni Brothers will be cause for the staff to ask the Grand Council to withdraw the charter.

The following parties should be informed of all proceedings regarding suspending or withdrawing the charter of the Chapter:

- A. The administrator in charge of Greek Affairs at the host institution
- B. The alumni Brothers of the Chapter
- C. The IFC of the institution
- D. All other Chapters of the Fraternity through the Old Gal Gazette

At some point during a suspension/withdrawal of a charter, the staff will attend to the ritualistic paraphernalia of the Chapter and attach all funds of the Chapter in compliance with the by-laws of the Fraternity.

GENERAL SCHEDULE

Thursday, August 18th

1:00 - 4:00 Registration
Staff Training Session

4:00 - 5:00 Introduction
Dick Sanders
George Lord
Conference Staff

6:00 Dinner
7:30 State of the Fraternity - George Lord
Value Clarification/mixer

Friday, August 19th

8:00 Breakfast

9:00 - 11:30 1st General Topic
General Session
Discussion Groups 5-6

12:15 Lunch

1:30 - 3:30 2nd General Topic
General Session
Discussion Groups

3:30 - 6:00 Free Time

6:30 - 7:30 Dinner
Ritual Exemplification

Saturday, August 20th

8:00 Breakfast

9:00 3rd General Topic
General Session
Discussion Groups

10:45 Group Summation

12:15 Lunch

1:30 - 3:30 Several other topics to be discussed on a one time basis

4:00 - 5:00 Wrap up General Session

6:15 Awards Dinner

7:30 Sound

Sunday and Monday, August 21st and 22nd

8:00 Breakfast/Expense Checks

9:30 Meetings

General Topics to be Discussed

1. Rush
2. Alumni Relations - Job Placement
3. Rules of Grand Chapter Advisors
4. Planning Goal setting and Problem solving
5. Expansion
6. Publication
7. Province Organization and Activities
8. Drinking, Drugs and Morals
9. Resources of the National Office

Three or four topics are to be chosen. Others for one time discussion. More free time to be built into the schedule than in the past. Some activities to be set up by Purdue. (Mainly fellowship.)

The staff will be picked depending on which topics are to be used.

Shotwell, Craven, Varner, Inc.

23 February 1977

MEMORANDUM

TO: The Grand Council

FROM: Evin Varner
Director of Publications
Editor, The Tomahawk

Publications are about back on schedule. You'll see several exhibits to that effect at this meeting.

Accomplishments since our last meeting with the Council include:

- Development of a new printing resource for The Tomahawk, that is virtually cost-free to Alpha Sigma Phi.
- Creation of a totally new format and look for The Tomahawk in order to take advantage of the new resource.
- Next step in creation of expansion materials.
- New charter for alumni groups; recreation of charter for chapters.
- Various letterheads, forms, working materials.
- Plus routine work of publications, including some 400 letters or memos soliciting material answering questions, seeking facts or photographs from individuals, companies, chapters.

The growth of publications work has necessitated that a rather extensive file system be created in the "editorial offices" so that the editor isn't buried by Fraternity

paper as he tries to earn a living. The files -- hardly more than started -- occupy four full filing drawers so far. In addition, a photo file system, with cross referencing, has begun. Alpha Sigma Phi has never had a systematic retrieval system for its photographic resources. Two file drawers have been filled so far. It is boring, meticulous, time-consuming work to sort great stacks of photos from the past 130 years, trying to identify them, file them, protect them, cross-index them. The project literally swallows hours on end and is slow to show results. It will be a long-term, ongoing project, but it is appalling that such a basic tool as a photographic file has never existed before.

The illness during the past six months of your editor/director of publications, plus professional pressures raise the spectrum once again of long range planning. The work of the director plus the help of his employees results in providing, in essence, a full-time unpaid staff position. (Art, design, secretarial, filing, writing, editing.)

We are not yet ready to return the functions to headquarters. We have not yet identified other alumni who are qualified to accept a major role in the work. Your director is hardly in a position to find his own replacement. We must not sweep this long-range objective under our carpets.

My personal goal is the re-design and restructuring of every printed piece and communication device that Alpha Sigma Phi issues. We aren't there yet, but I'm pleased with the inroads we are making.

My priorities -- in addition to The Tomahawk and The Gazette are these:

1. Completion of expansion tools.
2. Complete redesign of basic Alpha Sigma Phi forms and reporting materials. (The items that Chapters handle that give them a picture of "National".
3. A start on operational manuals and materials for Chapters. We need to be offering our chapters (and our prospects) more tangible evidence of "why national".

4. The completion of the redesign and reissue of our ritual.

Your priority with regard to publications should be, I think, to:

1. Transcend the feeling that publications "spend" money and don't "make" money. They do make money, but we aren't equipped to measure how and to what extent.
2. Restore the funding that publications needs -- when it is possible. At least to the extent that it is possible to operate without begging ... that it is possible to operate without it being a financial drain to those involved and without making a difficult volunteer position even more difficult.

There have been other activities, of course. Chapter visitation. Expansion. Assisting in alumni recruitment. Pledge education. Being supportive of other directorships.

That is the other personal goal: to see the Director of Publications as being supportive of all the other directors (and there should be many) and providing them with the tools needed for them to undertake an aggressive and active program in their areas ... to see the Editorship return to headquarters or be much more heavily staff-supported so that it can indeed be a reasonable volunteer position.

We are, silly millimeter by silly millimeter, getting there.



MEMORANDUM

POLICY STATEMENT
MINIMUM STANDARDS OF OPERATION

Approved by Grand Council March 5, 1977

From: Gary A. Anderson, Executive Director

The following has been prepared as a means of measuring, quantitatively, success in the Chapters. While qualitative goals are as important or more so, these quantitative measures are established as a means whereby the staff may view from a distance signs of potential difficulty or deterioration. The Chapters' achievement of these minimum standards of operation will be assessed through information received primarily in an annual report on the Chapter by the HCS, supplemented by information in the semi-annual report of undergraduate membership and supplemented further by reports from visitors to the Chapter, i.e. Chapter Consultant, GCA, GPC, others.

From the information received through these means, with these minimum standards in hand, a performance profile for each Chapter can and will be developed by the staff. This will enable us to note and predict trends for each Chapter in these areas of operation, which should far surpass the minimums contained in this report.

In adopting these standards, the Council requested that emphasis be given to the understanding that these are minimum standards. Their purpose is to prevent Chapters from failure by permitting the staff to have advance notice of deterioration. Also, they were eager to have it understood that Chapters currently below these standards will not face immediate disciplinary action, but are encouraged to raise their operations to levels above these standards.

MINIMUM STANDARDS

I. Membership

- A. Total Brothers - 25
- B. Yearly Pledges - 10

II. Service Projects: 2 per year - one college oriented/one community oriented

III. Financial Records

- A. Written budget on a regular basis with a copy to Headquarters
- B. An audit statement at the close of each budget period and a copy of that to Headquarters
- C. No Chapter accounts payable older than 60 days
- D. No individual in arrears to the Chapter more than 60 days without the security of a promissory note
- E. Accounts receivable less than 6% at close of budget period

- XII. Interfraternal Activity - Membership in the Interfraternity Council (IFC) or similar organization at your campus
- XIII. Communication with Headquarters
 - A. Response to all special questionnaires
 - B. Submission of regular reports
 - 1. pledge and initiation reports with the fees
 - 2. October/May reports of undergraduate membership and carry-over pledge reports
 - 3. reports of elections submitted by each outgoing HCS
 - 4. completed delegate credential forms for the National Convention and Educational Conference
 - 5. publication materials as outlined above
 - 6. completed award application annually
 - C. Address changes whenever received
- XIV. Dean or other University officials charged with responsibility for Fraternity relations - two contacts per year/one at a Chapter meeting/one at the Dean's office
- XV. Officer Files - write-ups of goals, activities, accomplishments and observations by each retiring officer and committee chairman added to a permanent Chapter collection. These are to be used by incoming officers and committee chairmen and available for inspection by representatives of the Fraternity.

WESTMINSTER COLLEGE

CAREER PLANNING
AND PLACEMENT

Office of the Director

FOUNDED 1852

New Wilmington, Pennsylvania • Area Code 412/946-8761

January 19, 1977

RECEIVED

JAN 24 1977

Alpha Sigma Phi Fraternity
24 West William Street
Delaware, Ohio,
43015

Attn: Gary Anderson; Exec. Director

Alpha Sigma Phi Fraternity, Inc.

Dear Gary,

Thanks for the reminder-card on Report for your upcoming Meeting. I did have this item on my agenda, but, that was for yesterday and I am a day late. Hopefully, however, you will have this in time.

My first article re Purpose of this function within ASPhi, should be appearing, according to calendar, in the next week or so. My letter to ALL Placement Offices where we have Chapters has not only been mailed, in December, but received as noted by the several positive letters of response, to me, by my colleagues in the Career Development Field. It is now my hope that the Chapters will follow through with contacts and cooperation with those Offices. By the way those Placement Offices that did respond are from; Morris Harvey, Illinois Int. Tech., Univ. of Cincinnati, and Stevens. I shall advise of others over the weeks, ahead.

It is my plan to cover and deal with the following areas in my articles, this year:

1. Purpose -- As stated; first article.
2. "Know Thyself" - How To evaluate those things that are important to articulate for career and job search success.
3. "The 'Paper' Tools required for a successful Search." - Will use examples of Resumes, letters, some comments re References, etc.
4. "Life, Work, Career, Happiness" - This is a little more difficult Theme. Will develop it carefully so it has as much meaning as possible.
5. "Tips Column" - Plan to run this as part of some articles; perhaps devote more space to this than currently planned. This would include ideas from our own Chapters, Brothers, perhaps "outside" experts which have been successful in the area of "career development-planning, etc."
5. "Interview Techniques and preparation"
6. Make a mailing, or make available one of the two Brochures I've already sent you and Evin for review.


**CAREER PLANNING
AND PLACEMENT**
Office of the Director

FOUNDED 1852

New Wilmington, Pennsylvania • Area Code 412/946-8761

 --- Page # 2 --- Alpha Sigma Phi --- Career Development Program Plans ---

I do have from you a note on the Budget that I have to work with, \$250.00. If possible, would like to use that to purchase enough of one of these Brochures for every Active, at least. I have asked, several times, now, for a "count" of the number of Brothers in ASPH. From this I can better determine if my Budget would cover the purchase of enough copies for all. So, could someone in the office send me such a listing? All I would need is a columnized list noting name of Chapter and # of Actives on current roster. It would be my plan to have the brochures, in bulk, mailed to Delaware, for distribution from that point. By the way, I have written to the College Placement Council, for prices, in quantity lots so I will have my own guidelines on purchaseability. The two brochures under consideration are; "So You're Looking For A Job?", and, "Are You An Occupational Ignoramus?" The latter is really more essily utilized by each individual. The former really should be used as part of a Seminar, or with some type of skilled" leadership. I am leaning toward the latter at this time.

One final comment. It is also my purpose, in my writings, to encourage, and use some examples of how Chapters have done these things, Chapter-Alumni Job Listing-Cooperative "placement" efforts. It is also my purpose to emphasize that each Chapter consider conducting a Career Seminar. This could be held over a weekend. The utilization of Alumni "talent" for these is obvious.

That's it. My plans for what I will try and do for Alpha Sigma Phi as Dir. Career Development and Placement. Time will dictate if all of this will be accomplished. I know that most of it will be!

Faternally,

 Al Sternbergh - Dir., Career
Development and Placement

CC: Evin Varner - Editor



NATIONAL HEADQUARTERS
24 WEST WILLIAM STREET
DELAWARE, OHIO 43015
614-363-1911

April 11, 1977

Mr. Ralph F. Burns
Executive Secretary Emeritus
162 Cottswold Drive
Delaware, Ohio 43015

Re: Retirement

Dear Ralph,

As the month of May approaches, it seems prudent to identify the specific terms of your retirement from Alpha Sigma Phi Fraternity. Your active employment with the Fraternity will terminate on May 31, 1977. Thereafter, the General Fund of the Fraternity will pay you a \$200.00 per month retirement for the balance of your natural life, which payments will terminate at your demise. This monthly payment will be paid you without regard to any other income you may generate through employment or otherwise. In addition, you have the annuity purchased by the Fraternity which innures to your benefit.

If you have additional information or corrections, please advise.

Fraternaly,

A handwritten signature in cursive script, appearing to read "G. E. Lord".

George E. Lord
Grand Senior President

GEL:hf

cc: Grand Council
Undergraduate Advisors
Program Directors

ALPHA SIGMA PHI FRATERNITY

MINUTES

GRAND COUNCIL MEETING

August 18, 1977

Alpha Pi Chapter

West Lafayette, Indiana

50. CALL TO ORDER:

Grand Senior President George E. Lord called the meeting to order at 1:00 P. M. on Thursday, August 18, 1977.

51. ROLL CALL:

Members of the Grand Council in attendance: GSP George Lord, GT Richard R. Gibbs, GM Louis DeLuca, GC Richard S. Sanders, and GC Michel A. Coccia. Assisting in the meeting: Gary Anderson, Executive Director. The following Brothers appeared at the meeting at various times in connection with specific reports or as observers: Expansion Consultant Michael C. Boundy; Chapter Consultant Kevin J. Garvey; Director of Alumni Affairs Stan N. Miller; Director of Career Development and Placement G. Alan Sternbergh; Director of Publications Evin C. Varner; Charles V. Schmidt.

52. APPROVAL OF MINUTES OF MARCH 4-5, 1977 MEETING:

The minutes were distributed following the March meeting. An ammendment proposed by Chapter Consultant Frank Wahman was submitted by Grand Secretary Rick Dexter. The ammendment was

GRAND COUNCIL MINUTES
AUGUST 18, 1977

to the 2nd paragraph of Item 42E., and served to clarify the contract requirements made of Beta Sigma Chapter.

Moved by Brother Sanders, seconded by Brother DeLuca and passed, that the minutes be approved as amended.

53. REPORT OF THE EXECUTIVE DIRECTOR:

The report, attached as Exhibit A, was received without vote.

54. REPORT OF THE FINANCE COMMITTEE, RICHARD GIBBS, GT, CHAIRMAN:

1976-77 was the first year under the new budgeting procedure.

In the year there was a loss of \$8,000 resulting from over-estimating income from pledge and initiation fees and alumni contributions.

For 1977-78 there has been better response from Chapters on the pledge and initiate survey, and the finance committee has held down its income estimates. This shows a balanced budget including a \$5,000 surplus toward past losses.

The proposed budget is at minimal expenses and includes an increased charge to the A-S-P Corporation for bookkeeping.

The finance committee recommends a study of possible merger of the A-S-P Corporation, the Tomahawk Fund and the Ralph F. Burns Foundation. There is feeling this will allow greater ease and simplicity in management, less confusion to the general membership, and will eliminate discrepancies with IRS regulations.

Three Chapter requests for Reserve Fund loans were presented with recommendations for positive vote: Presbyterian for furniture - \$500; Oklahoma - for furniture and roof repairs - \$4,000; Wake Forest for furniture - \$4250.

Moved by Brother Coccia, seconded by Brother DeLuca and passed, giving authority to GT Gibbs to grant the Presbyterian loan after some final checking on Chapter operations.

Moved by Brother DeLuca, seconded by Brother Sanders and passed, authorizing the Oklahoma loan.

Moved by Brother Coccia, seconded by Brother Sanders and passed, authorizing the Wake Forest loan.

55. REPORT ON IRS AUDIT BY GRAND TREASURER GIBBS:

The Fraternity underwent IRS audit on June 28, 1977. Preliminary report from the auditing agent showed \$6,700 assessed as tax on "unrelated taxable business income", for the fiscal years ending June 30, 1975, and June 30, 1976. There has been no formal report on the audit.

Following arrival of a formal report, we may carry the issue to conference with IRS superiors if we are not satisfied with the findings.

We are fully expectant that the preliminary report is erroneous and that we will not be required to pay taxes. Should our expectations be shattered, we would have to pay

any taxes assessed from the principal of the Tomahawk Fund.

Our bookkeeping has been altered to be more closely in line with what the auditing IRS agent indicated will show proper use of investment income.

Moved by Brother Gibbs, seconded by Brother Coccia and passed, generally setting aside investment income for specified non-taxable purposes. This resolution is attached as Exhibit B.

Moved by Brother Gibbs, seconded by Brother Sanders and passed, setting aside investment income for the fiscal year ending June 30, 1978, for specified non-taxable purposes. This resolution is attached as Exhibit C.

Moved by Brother Gibbs, seconded by Brother DeLuca and passed, voting the specific amounts of investment income from the fiscal year ending June 30, 1977 set aside for specified non-taxable purposes. This resolution is attached as Exhibit D.

Annually a resolution must be passed by the Grand Council noting the specific amounts of investment income set aside and used, in the closing fiscal year, for the specified non-taxable purposes. In addition, resolution must be passed setting aside the amount of investment income anticipated in the opening fiscal year for the specified non-taxable purposes.

56. COMMENDATIONS TO THE GRAND TREASURER:

At the close of his reports from the finance committee and concerning the IRS audit, GT Richard R. Gibbs was given

commendation by Lou DeLuca, GM and George Lord, GSP for his dedication, marked with personal sacrifice, to the financial organization and operations of the Fraternity. All present gave support to the commendations.

57. REPORT ON MEMORIAL FUND ACTIVITY, MICHEL A. COCCIA:

A copy of the report is attached as Exhibit E. After accepting the report, GSP Lord announced he would appoint the committee, recommended by Brother Coccia, of Brothers Charles Akre, C. Russell Kramer and Gilbert Coburn.

In further discussion, Sanders inquired whether they might recommend to the committee co-mingling of funds for investment, to which Coccia suggested they might recommend consolidation of the trusts to one fund covering all needs. GT Gibbs requested the finance committee be privileged to review their findings and recommendations, as soon as available.

58. EXPANSION, MICHAEL C. BOUNDY, EXPANSION CONSULTANT:

Since joining the staff July 13, 1977, Mike has reorganized to his liking, and cleaned, the expansion files at Headquarters by region, state and school. The target area of North Carolina, South Carolina, Virginia, Maryland, and the District of Columbia was separated into a region of itself.

A survey sent in June to all desirable schools in the target area, to determine where interest lies, has begun to bring returns. Sixty-five were sent out, nearly forty have returned and at least ten show positive interest, whether immediate or in the near future.

All the schools have received information on Alpha Sigma Phi and are getting follow-up mail as they respond. Some will be selected for phone calls and some for visits.

Mike is preparing a colony direction manual to assist groups in their formation. It shows the Fraternity's requirements to colonies, gives information on running meetings, rush and pledge education. It is to be completed by mid-September.

Specific campuses felt to be good prospects were named. Some have locals, some have recently accepted fraternities and some are beginning to consider accepting fraternities. Through letters and visits, Mike and Expansion Director Peter Tourtellot will be selecting the best prospects for organizational work.

Mike will be re-emphasizing the "Mother Chapter" incentive program for Chapters, to solicit their help in expanding Alpha Sigma Phi. He anticipates the formation of 5 to 8 colonies in 1977-78 and the chartering of the current two colonies during this year.

The State University of New York has re-opened to fraternities. We've had contact with two locals at SUNY at Oswego, and are working with Gamma Epsilon Chapter alumni to reopen at SUNY at Buffalo. Opportunities and alumni inquiries are increasing regularly.

In the West our approach will be encouraging Chapter and alumni

groups to pursue expansion with Fraternity support in advice and materials with little or no staff contact.

Mike is planning a road trip in September to collect information on schools and to work with the colonies. In October, he will assess the information he has and begin organizational work in November.

One problem needing attention is the cost of ritual paraphernalia supplied to new Chapters. We collect \$600 as the Charter Fee, but materials cost over \$1,000. The Council suggested the possibilities of an alumni appeal for the funds, donations by existing Chapters of money or materials for new Chapters, and establishing a "traveling" paraphernalia collection. The matter was left in the hands of Director Tourtellot and Consultant Boundy for resolution. GT Gibbs offered to assist. Peter's first action will be having the comptroller examine alternate suppliers for cost reductions.

Mike was encouraged by Stan Miller, Director of Alumni Affairs, to limit his work solely to expansion and not be caught up in routine administrative affairs. The Council further advised him to restrict his work to the target area as much as possible and to find others to handle activity outside the target area wherever possible.

59. RALPH F. BURNS FOUNDATION, LOU DELUCA:

Brother DeLuca is serving to organize the corpus for this

foundation. He reported the following statistics: the goal is \$40,000; as of August 18, there were 33 pledges totaling \$18,055; as of August 18, actual gifts from 83 donors totaled \$17,569; 28 unfulfilled pledges total \$7,810; cash and pledges, then, totaled \$25,379.

Jim Pearman, undergraduate from Mu Chapter, University of Washington, will be soliciting the Chapters for a \$100 contribution from each to the Burns Foundation. The income estimated is \$4,000, raising the amount on hand, or expected, to \$29,379.

We need just over \$10,000 from the general membership. This appeal will be made with an article in The Tomahawk accompanied with a clip-out form for gifts or pledges.

Brother DeLuca anticipates having the corpus complete by the end of 1977. Louis requested a list of the high-prospect donors who have not returned pledges. It is his intent to phone these men and make verbal request for gifts.

Moved by Brother Coccia, seconded by Brother Sanders and passed, accepting the report and returning instructions to Brother DeLuca to carry out his program as reported.

60. CHAPTER SERVICES, KEVIN GARVEY, CHAPTER CONSULTANT:

Kevin began by presenting his understanding of his job description. He intends to help Chapters help themselves, not to direct them at his own discretion. He will assist them with analyzing their operation, goal-setting and program development to move

toward the goals. He elaborated on techniques which he could use.

It is Kevin's aim to see every Chapter visited during the school year. He intends to proceed on implementation of the minimum standards of operation, in a supportive, positive manner. He believes a key factor in all of this is quality communication between the Headquarters and the Chapters.

Other areas Kevin presented as within his responsibility were: finding addresses for "lost" Brothers; assisting in the organization of Chapter alumni associations and corporations; bringing Chapters which are under performance contracts up to the conditions of the contracts, and working to improve Province activity.

Kevin has set an itinerary covering thirty Chapters by Christmas. The order of the itinerary is based on a combination of Chapter need and geography. Mike Boundy will be responsible for the three Chapters in the Carolinas and the three on the West Coast. Gary Anderson will be contacting five of the Ohio Chapters. Kevin will contact the remainder after Christmas, then proceed with specialty consultations at critical Chapters.

Cincinnati is current with their performance contract and Kevin will be investigating Davis and Elkins.

61. LOYOLA CHAPTER, MICHEL COCCIA:

This problem Chapter has suffered, among other things, poor rush and poorer pledge education for a period of several years. Concentrating rush toward graduates of a particular high school seems to have caused cliques, resulting in low Chapter spirit, low contribution of effort toward Chapter activities and low accountability in the general Chapter membership for quality of operation.

They've amassed debts to the Fraternity and to local businesses. Their housing capacity has recently increased and more men are living in the house, perhaps giving them ability to begin paying off some of their debts.

Mike has met with the Chapter twice and had numerous phone contacts. He perceives a core of men have a real desire to continue and to improve the Chapter.

They need good rush and good pledging this year, or their attitude will likely not permit them to continue. They also need help in attracting greater alumni support.

Kevin indicated he would be at the Chapter twice in October. Mike asked him to announce his visit so they could get together to work with the Chapter.

The Council indicated that, if necessary, counter-productive members of the Chapter could be asked to disassociate from the Chapter.

Kevin Garvey was given instruction that at any time he deemed it necessary to ask for a Brother to surrender his pin, he should first consult the Grand Senior President, the Executive Director, or a Grand Council member in the area.

62. BORROWING FROM ALABAMA CHAPTER RESERVE FOR EXPANSION, GEORGE LORD:

The use of reserve money from Alpha Iota has been discussed on several occasions. Past GSP John Blackburn recommended establishing a loan agreement, rather than attempting to gain control of the reserves.

GSP Lord and Executive Director Anderson discussed the matter with John Sofie and Dr. Marcus Whitman, representatives of the Alpha Iota Alumni Association. They responded favorably to the loan concept, with the understanding the money would be available for recolonizing at Alabama when that becomes possible.

GSP Lord submitted a resolution authorizing the Executive Director to revise the agreement with the Alpha Iota Alumni Association to make it possible for the Fraternity to borrow from the Chapter's reserve for expansion. The resolution is attached as Exhibit F.

Moved by Brother DeLuca, seconded by Brother Sanders and passed to accept the resolution attached as Exhibit F.

63. EXECUTIVE SESSION:

GSP Lord called the Council to Executive Session. Executive Director Anderson was invited to remain and all other Brothers

observing were asked to excuse themselves.

Following the executive session, GSP Lord excused himself to travel to Ohio for a court appearance and placed GT Gibbs in charge of the Council meeting.

64. CHAPTER SCHOLARSHIP PROGRAM:

The newly-appointed Director of Scholarship, Otto L. Sonder, Ph.D., American '47, would like to initiate a new program for Chapter scholarship development and recognition.

The recent legislation for protection of privacy has made collection of Chapter scholastic performance very difficult. Our program of awards has been suspended. Brother Sonder would like to begin with a small number of Chapters, helping them develop Charter programs for scholarship improvement. As the model program progresses, it can be expanded.

Brother Sonder has requested \$50 to be granted to the outstanding Chapter in his model program for 1977-78.

Moved by Brother Coccia, seconded by Brother DeLuca and passed, authorizing Director Sonder to proceed with his model scholarship program for Chapters, and to grant \$50 as an award to the best Chapter in his program for 1977-78.

65. DELTA BETA XI:

In light of the small number of nominees, a reminder is to be sent to all Chapter and Alumni Councils noting the close of nominations on October 1, 1977, for the Delta Beta Xi Class of 1977.

The mail vote for this class should go out soon after October 1, and response from the Grand Council should be concluded by November 1, 1977.

Move by Brother Coccia, seconded by Brother Sanders and passed, that all nominations for the 1977 Class of Delta Beta Xi be held for review with others which may be received in response to the mailing noted above.

66. STUART W. AND BRUCE R. ANDERSON, JR. AWARDS FOR EDITORIAL EXCELLENCE:

Director of Publications Evin Varner submitted a letter of nomination to the Council for the three Anderson Awards. The letter is attached as Exhibit G.

Moved by Brother Coccia, seconded by Brother Sanders and passed, approving the recommendations for the Anderson Awards as noted in Exhibit G.

67. AWARDS

A request from the Executive Director for recognition of a Brother who has contributed a great deal of volunteer work to the Fraternity was met with discussion. The need for a review of our awards programs to individual brothers was noted. Acting Chairman Gibbs instructed the Executive Director to carry out such a review, but it was pointed up that the Council's agenda included a report from such a review. The matter was left in anticipation of the report.

68. BALFOUR CONTRACT:

Moved by Brother Coccia, seconded by Brother Sanders and passed,
authorizing the Executive Director to sign the Balfour contract
for 1977-78.

69. EXECUTIVE DIRECTOR AS SIGNATORY FOR SAFETY DEPOSIT BOX:

Moved by Brother Coccia, seconded by Brother Sanders and passed,
authorizing Gary Anderson to become a signatory to the Fraternity
Safety Deposit Box in the Delaware County Bank, Delaware, Ohio.

70. 1977 NATIONAL INTERFRATERNITY CONFERENCE DELEGATE:

Lou DeLuca, GM. proposed the Council vote acceptance for whomever
is chosen by the GSP as the Alpha Sigma Phi delegate to the NIC
annual meeting in Indianapolis on December 1-3.

Moved by Brother Coccia, seconded by Brother Sanders and passed,
supporting the GSP's choice for NIC delegate.

71. AWARDS TO INDIVIDUALS:

Charles V. Schmidt, Purdue '66, responded to a request for a
review of the Fraternity's award program for individual contri-
butions of time or talent to the Fraternity, and for individual
success in the professional fields.

Charlie submitted a report which is attached as Exhibit H. The
report makes suggestions for augmenting the existing awards,
which seem to be too few to meet our needs for recognition.

The discussion of the Council prompted by the report confirmed
the need for augmentation of the existing program. One item was

added to Charlie's suggestion, that being a Grand Senior President's Citation. This would serve to cover any situation not covered by the other defined awards, and would be granted at the discretion of the GSP, with nominations not restricted to specific persons or procedures.

Acting Chairman Gibbs accepted the report on behalf of the Council and directed the matter to appear on the agenda of the January 1978 Grand Council meeting. This would allow a preparation of the report for submission to the 1978 Convention for action.

Activation of the Awards Committee to solicit and screen nominations and to effect proper conferring of the awards was a suggestion growing out of Charlie's report.

Brother Schmidt received commendations from the Council for his work.

72. DONOR RECOGNITION:

Stan Miller accepted a request from GSP Lord to bring the Council a recommendation regarding donor recognition. Stan's report is attached as Exhibit I.

Highlights of the report follow: We need an on-going program of recognition for annual donors; donors should be recognized equally, regardless of which fund received the contribution; names of donors should appear in The Tomahawk annually, separated into the various club levels and showing the number of years each individual has donated; consecutive giving should be stressed,

but the number printed should be total years, not necessarily consecutive.

Moved by Brother DeLuca, seconded by Brother Sanders and passed, replacing all previous forms of donor recognition with those in Brother Miller's report, attached as Exhibit I.

This discussion brought out a number of questions and ideas regarding the sophistication of our fund-raising methods and practices. Without action, the consensus was that a Director of Fund Raising would be in order to carry on further the recent advancements made.

73. ALUMNI AFFAIRS:

Director Stan Miller reported having sent a summary of the March '77 Grand Council meeting to all Alumni Councils. He further reported his intention to do likewise following this meeting, giving the Councils inside information on Fraternity activity.

Specifically, Stan reported the Chicago Council needs more work and is very silent. The Indy Council needs to adopt some specific projects to get interest running higher. The Gamma Psi (Detroit) Council is investigating housing for the Lawrence Tech Chapter and otherwise is active and sound. In Charlotte, Mike Hagan, Purdue '73, is helping form a group of alums to support the U N C C colony.

The direction of his program is to keep these Councils informed

and assist in their growth, while attempting to find or cause interest in council formation elsewhere.

74. PUBLICATIONS:

Director Evin Varner reported the year got off to a slow start but wound up being quite good. The list of specific projects accomplished follows: artwork and production for both Chapter and Alumni Council Charters; a fly sheet on the funds of the Fraternity; a brochure for expansion and rush; letterhead for Chapters; office forms; Chapter and Alumni newsletter mastheads; a photo file for over 2200 photos - now working to identify, organize and cross-reference; collection of current biographical data on the Fraternity's VIP's; a rewrite of the HAE manual.

Alpha Sigma Phi enjoyed a staggering amount of attention in other Fraternity and interfraternity publications this year. Rare was the Interfraternity Research and Advisory Committee (IRAC) Bulletin that didn't carry mention of an Alpha Sig program or accomplishment.

Jeff Hoffman, member-at-large, '76, authored a review on the film "Fraternity Row". Director Varner distributed it to all Fraternity editors and we voted its' printing in at least 20 Fraternity and campus publications, with proper credit to Jeff and Alpha Sigma Phi.

The Director made chapter visits and gave aid and donations of resource to chapters and the colonies.

The Tomahawk went through a time-consuming format change, but is back on schedule and response to the change is very positive. Bill Kegel, Westminster '48, continues to offer his printing services at a significant savings to the Fraternity, for which the Director and Council voiced thanks.

Chapter news contributions and alumni newsnotes have been increasing consistently. At one time filling The Tomahawk was a problem. Now the difficulty is in deciding what to cut. Layouts are shaping up for the entire year. Alumni contributions for The Tomahawk are also increasing. Bob Swift, Hartwick '59, has authored an article on our songs and songwriters.

Much to be done, much beyond budget, but much accomplished and much underway.

Brother Varner received the commendations of Acting Chairman Gibbs for his invaluable service to the Fraternity.

75. UNDERGRADUATE ADVISOR REPORT:

UGA Mike Waters, Oregon State '73, submitted his report to the Council, attached as Exhibit J. Mike has been one of the most active UGAs since the inception of the role. He has compiled a guide for UGAs defining the role and giving ideas for a successful experience in the role.

The Council finds Mike's spirit and activity remarkable, and again commendations were given to him.

76. EMPLOYEE PENSION PLAN:

GT Gibbs submitted a resolution creating a pension plan for the Fraternity's employees. Having discussed the matter previously, the Council was prepared to act favorably.

Moved by Brother Gibbs, seconded by Brother DeLuca and passed, adopting the resolution attached as Exhibit K.

77. COMMENDATIONS TO PROGRAM DIRECTORS:

The Council accepted Brother DeLuca's request that the minutes show the gratitude of the Fraternity to Director of Expansion Peter Tourtellot, Director of Alumni Affairs Stan Miller, Director of Publications Evin Varner, and Director of Career Development and Placement Alan Sternbergh for their aggressive and devoted service to the Fraternity in the 1976-77 year.

The hope of the Council for their continued support was expressed and offered also to Director of Scholarship Otto Sonder, who joins the group.

78. APPROVAL OF EXPENSES:

Moved by Brother DeLuca, seconded by Brother Sanders and passed, approving the expenses of this meeting of the Grand Council.

79. ADJOURNMENT:

Moved by Brother DeLuca, seconded by Brother Sanders and passed, to adjourn the meeting.

Approved

Richard A. Dexter
Grand Secretary

Certified Correct

Gary C. Anderson
Executive Director



MEMORANDUM

Annual Report of the Executive Director
For 1976-1977

August 1, 1977

The format of this report will allow brevity.

The Spirit of Alpha Sigma Phi I would claim to be higher this year than last. Increased enrollment for the 1977 Educational Conference bolsters that claim. Increased communication from and to alumni and undergraduates seemed noticeable. Announcements of new programs and intended new programs brought letters of support. Chapters we felt doomed to fail hung on one more year.

Chapter Services - there was contact with every Chapter. From that we gained a better understanding of where the weak Chapters are, and what causes some of their inability to better their condition. Increasingly we see the need for local alumni guidance and instruction.

In '76-'77 the Grand Council approved Minimum Standards of Operation. A major step toward quality service. Combined with Performance Profiles, newly created for each Chapter, the standards will allow us to reject attitudes such as "This is the way we've always been and want to continue" from Chapters who ten years ago had twice as many members.

Education is still the key, but now we have some lesson plans.

We ran the entire year with 48 Chapters and 2 colonies. There were 669 pledges in '75-'76 and 630 in '76-'77. There were 525 initiations in '75-'76 and 503 in '76-'77.

Alumni Activity - Director Stan Miller did an excellent job of compiling manuals to assist Chapter Alumni Associations and to encourage those interested in forming Area Alumni Councils. He was prompt to respond to requests from alums. His presence at the Gamma Psi Alumni Council (Detroit) and at the smoker for the Chicago Alumni Council was reported as very helpful. Though there are still unfulfilled interests in a Cleveland and a Columbus Alumni Council, I believe we have begun to accept and cause growth in our alumni which has not been equalled for some years now.

There seems to be a greater number of requests from alumni to be told how they can help the Fraternity. I credit this to the attention given to Stan's work and to the worth of the individual, as continually attested to in publication by Evin Varner.

Expansion - we lost many opportunities to present Alpha Sigma Phi to interested local fraternities because we lacked staff or a suitable structure to utilize local alumni. Peter Tourtellot is a director with the "stuff and the guts" to bring us growth. The Grand Council made a monumental decision to hire on a full-time Expansion Consultant. Not only will we now be able to move quickly enough to accept opportunities that come our way; we'll be making our own.

Scholarship - the Buckley Amendment killed what little information we were getting regarding Chapter grade performance. Director Otto Sonder is working up new ways for Alpha Sigma Phi to promote this principal tenet.

The Memorial Fund continued to confer scholarship grants and assist the Fraternity and other worthy concerns to conduct educational activity. Trustees Coccia, Cupp and Chairman Glos have been attentive to the traditional concerns, have launched a more lucrative program of investments for the Fund, and have begun to think of new programs which the Fund might pursue for the advancement of education.

Career Development and Placement - this is perhaps the most innovative program which the Grand Council authorized this year. Al Sternbergh has proven to be a tireless director with a veritable wealth of information. His series of articles for the Tomahawk will be edited into a single-volume guide and made available to all Brothers as an aid in planning and pursuing their career goals.

Al has also taken the time to counsel individual Brothers by mail. He has further plans to collect and disseminate information on job openings. He will be launching this phase soon.

Publications - a slow start was attributed to money and personal demands on the editor. The Summer '76 Tomahawk cost a bundle and set us back several months in budget. Once we recovered from that, we began to learn just how much our volunteer editor had been contributing in time. All of his had to focus on his business for a time, and we waited. The wait was worthwhile; compliments came from other Fraternities bearing nearly as much praise as those from our own Brothers. Many Brothers took the time to send thanks, good wishes and contributions. Evin Varner stands out in the editors of the Fraternity world.

A significant contribution came from Brother William C. Kegel. He has provided press time for the Fraternity at a fraction of commercial cost. In fact we only cover the cost of paper and minimum services. A savings into the thousands of dollars.

Most of our remaining operational needs fall under this program.

Province - totally neglected. What province activities that did occur were under the motivation of Province Chiefs or Chapters. In 1977 - 78 there will be a renewed look at this system, with probable redefinition of the GP C post to include more interaction with GCA's and less direct responsibility for Chapter Service at the local level.

Staff - only one veteran employee served the entire year, the comptroller. Marilyn Sipes has played an increasingly responsible role for financial activity, and admirably so. GT Gibbs has been outstanding. His concern for our operation is felt as strongly as though he were a full-time staff member.

Kate Ditslear retired February 1. She left early for surgery, in November of '76. As things turned out she was unable to return before her retirement date. A secretary was hired for January, but did not stay on as Kate's replacement. The records specialist was promoted to secretary, and a new records specialist joined us. In July the promoted secretary left and a new one hired.

An unbelievable number of factors was involved in all the turn-over. Illness, family situation, age, the Fraternity's salary capabilities, workload and the demeanor of the executive director. In one case there was a personality clash which could not be overcome. The dust has settled and everyone seems happy. I could not want for more industrious or compatible workmates. I'm learning so much!


In mid-summer a new Chapter Consultant, Kevin Garvey, and the Expansion Consultant, Michael Boundy, reported. They both have the potential to leave great marks on the Fraternity.

Finances - never good enough. That will be my attitude until the budget balances and we rebuild the reserves neglected or dwindled over the years. There is no reason we cannot be prosperous. In 1975 - 76 there was a deficit of \$19,000. In 1976 - '77 we shortened that to \$8,000, and showed substantial contributions to the Memorial Fund which increased our net worth approximately 10,000 dollars. With more accurate budgeting and better budget control at HQ, I expect similar gains in 1977 - 78.

General - Grand Historian Frank Krebs made a two-day trip to Headquarters. He did some research for his work on our history, but also gave us excellent guidance on how to organize and clean our archival material. We're hoping for progress on that this winter.

I was wrong. This format did not allow brevity.

Fraternally submitted,


Gary A. Anderson
Executive Director



MEMORANDUM

Be it resolved that the income from the Tomahawk Fund and other non-member income sources shall be, and hereby is, set aside in a separate fund to be expended for scholarships, student loans, loans on local Chapter housing, leadership and citizenship schools and services, and similar activities.

Be it further resolved the Grand Treasurer is hereby instructed to establish a separate fund for said purposes.

Date:

R A Dexter

Signed:

Oct 6, 1977



MEMORANDUM

Be it resolved that, in the fiscal year of
July 1, 1977 to June 30, 1978, income from the Tomahawk Fund
and other non-member income sources shall be, and hereby is,
set aside in a separate fund to be expended for scholarships,
student loans, loans on local Chapter housing, leadership
and citizenship schools and services, and similar activities.

Be it further resolved that the amount is estimated
at \$16,000.

Date:

Signed:

R. A. Dexter
Oct 6, 1977



MEMORANDUM

Be it resolved that, in the fiscal year July 1, 1976 to June 30, 1977, the income of Alpha Sigma Phi received from the Tomahawk Fund (\$16,450.86), parking lot rent (\$624.00) Reserve Fund earnings (\$1,938.81), and interest on General Fund savings and bonds (\$348.59), in the total amount of \$19,362.21 was set aside in a separate fund to be expended for scholarships, student loans, loans on local Chapter housing, leadership and citizenship schools and services, and similar activities.

Be it further resolved that this set aside money was in fact used during the fiscal year ending June 30, 1977 for the purposes specified above under the administration of the Fraternity Headquarters.

Signed

P. A. Dexter

Date

Oct 6, 1977



MEMORANDUM

TO: The Grand Council of the
Alpha Sigma Phi Fraternity

August 16, 1977

FROM: Michel A. Coccia

RE: Memorial Fund - Additional Projects and Activities

I submit the following as my report to the Grand Council on the matter of suggested additional projects which the Memorial Fund may underwrite.

Upon reviewing the available materials, I was initially struck by the number of "funds", "trust agreements", and other vehicles employed by the Fraternity to solicit and receive contributions. I agonized my way through the available materials, and studied some of the activities carried out under the several projects, only to be led away talking to myself. There is no need to burden this report with an itemization of the problems which I encountered in trying to understand our donation-giving under the guise of a tax-free contribution by the individual contribution. Suffice it to point out that there is redundancy at the least, and procedures employed whereby disqualification is approached at best.

It is my first recommendation that the President immediately appoint a special committee made up of David E. Seymour of the law firm of Dechert, Price & Rhoads, 1500 Market Street, Philadelphia, Pennsylvania, Area Code 215-972-3400, (Tax counsel and Legal Advisor of the Memorial Fund); and Emmett Hayes, a California attorney who has advised the Fraternity in these matters. The Committee would be known as the Trust Fund Executive Committee. I would urge that this committee be assigned the specific task of reviewing each "fund" which the Fraternity underwrites, which includes the Memorial Fund, the Tomahawk Fund, and the Alpha Sigma Phi Corporation Fund. Specifically the Executive Committee should review these documents to determine whether the indentures and our practice thereunder have been in keeping with the Trust Laws, and the Tax Code as currently amended.

continued

I am concerned that since the IRS has disapproved our allocation of income from the Tomahawk Fund, and has taken the position that this income is taxable, our practices and experience under the Memorial Fund will soon be audited. One of the problems the committee should address itself to is the consequences of our failure to have made any contributions to educational or charitable institutions which have no nexus or relationship to Alpha Sigma Phi. Put another way, is there an obligation upon the Fraternity to contribute to non-fraternity related projects or causes in some proportion to the giving made to fraternity-related solicitation. This question prompts the next and obvious question, if indeed we have failed to make such non-fraternity related giving in any reasonable proportion to the total distribution and use of Memorial Fund Income, would this failure in and of itself be in violation of the Trust Indentures and with the Tax Codes as currently amended.

The Trust Fund Executive Committee could be of immeasurable additional service by making recommendations to the Grand Council regarding the distribution of the Trust income to new and constructive additional activities which the Fraternity could embark upon in an effort to command a greater interest and respect from the university student in educational accomplishment through the fraternity community. If indeed we are in need of new activities, new goals, and new ideals in order to stimulate a continuing and growing interest in the fraternity, I suggest that we obtain guidance in the form of a definition of the four corners within which we can participate in creating these new goals and activities in order to avoid running afoul of the Trust Laws and Tax Codes.

Finally the Trust Fund Executive Committee could review the totality of the trust agreements with a view of removing redundancy and incorporation of our purposes in as few agreements as possible, and through the use of the simplest and clearest of language.

Addressing myself for the moment to specific activities which the Grand Council could undertake with Memorial Fund income, I offer the following additional recommendations.

First, that a full or partial graduate scholarship be awarded to an otherwise qualified and experienced Alpha Sigma Phi graduate student who would agree to continue his graduate work at an educational institution wherein one of our chapters is in serious organizational, financial, or administrative difficulties. His function would be to assist the local chapter to resolve its problems by active counselling and participation. He would receive his mandate from the Grand Council which in turn could be supervised by our Executive Director.

August 16, 1977

A second project for your consideration would be a national writing contest amongst active Alpha Sigs engaged in both graduate and undergraduate work in universities wherein one of our active chapters is located. The subject to be dealt with would be assigned by the Grand Council, one per year, and would deal with existing short term and long term fraternity problems covering any facet of our operation. Some suggestions include (without limitation) such matters as public relations, financing, expansion, policy problems, and the like. Minimum research requirements would be established and cash prizes awarded.

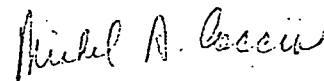
A third area could be a Freshman Essay Contest with cash prizes being awarded for the best paper submitted on more philosophical issues. Such subjects could include a freshman's view of his reactions to fraternity participation in a university community.

Obviously, better minds than mine could suggest significant subjects which could be the basis of the research project in recommendation two, or in drafting a more appropriate philosophical issue in recommendation three above. Study could be made of the wisdom of timing the Freshman Contest to commence upon graduation from high school and serve as a means of summer rushing.

Finally, I would ask that our Finance Committee, possibly with the advice and consent of the Trust Fund Executive Committee, undertake a study of the funding status of the Alpha Sigma Phi Corporation. It is my understanding that this Corporation has issued bonds at 4%, which will fall due on September 1, 1986. Are we informed as to the number of bonds extant; of our total liability for these bonds? And what provisions have we made by way of funding or otherwise paying off the obligation at maturity?

I am of the opinion that a resolution of these recommendations could bring us into a more secure position.

Respectfully,



Michel A. Coccia

MAC/krl

RESOLUTION

Be it resolved that the Grand Council authorizes the Executive Director to revise the agreement of the Alpha Iota Alumni Association to allow the general Fraternity to borrow funds from the deposits in the name of Alpha Iota Chapter at the Citizen's Federal Savings and Loan, Delaware, Ohio, for the purpose of conducting the Fraternity's expansion program and that any such agreement shall be on the following terms, to wit:

1. Any money borrowed shall be for specific expansion projects.
2. Money borrowed shall be repaid at an interest rate equal to the amount it would have earned had it been left on deposit.
3. In the event it becomes practical to redevelop Alpha Iota Chapter, any money borrowed shall be repaid on demand.
4. The amount borrowed shall not exceed 5,000.00 at any one time.

Be it further resolved, that the Executive Director is authorized to execute appropriate instruments of indebtedness to the Alpha Iota Alumni Association as it is necessary to carry out the intent of this resolution.

Signed

R A Dexter

Date

October 6, 1977



EVIN C. VARNER
EDITOR
BOX 4351
CHARLOTTE, N.C. 28204

704-372-8880

19 July 1977

RECEIVED

JUL 25 1977

Mr. Gary Anderson
Executive Director
Alpha Sigma Phi Fraternity
24 West William Street
Delaware, Ohio 43015

Alpha Sigma Phi Fraternity, Inc.

Dear Andy:

In consultation with working professionals, the following are the Chapters recommended to receive the 1977 Anderson Awards for Editorial Excellence:

The Anderson Award for The Tomahawk

Missouri Valley, Alpha Omicron Chapter

The Anderson Award for The Old Gal Gazette

Wake Forest University, Beta Mu Chapter

The Anderson Award for Chapter Newsletters

University of Michigan, Theta Chapter

As Director of Publications and Editor, I would like to recommend that some sort of recognition be given to Jeff Hoffman for his considerable amount of volunteer work on behalf of The Tomahawk and The Gazette. Perhaps a special citation if that would be possible.

I trust you'll pass these recommendations on to The Grand Council on my behalf.

Fraternally,

A handwritten signature in cursive script, appearing to read "Evin C. Varner".

Evin C. Varner



MEMORANDUM

SUMMARY OF EXHIBIT H

Existing Awards for Individuals (excluding scholarship grants)

1. Delta Beta Xi
2. Distinguished Service
3. Distinguished Merit
4. Golden Anniversary (50 years of membership)

Proposed Additions

1. Grand Province Chief Award
 - selected by the GPC for Brothers contributing in his Province. Up to three a year per province.
2. Outstanding Alumnus Award
 - selected by the Chapter. Upt to three per year per chapter.
3. Award to Parents
 - certificate presented by the Chapter anytime it is appropriate.
4. Alpha Sigma Phi Community Development Award
 - selected by the Awards Committee. Granted to any Brother performing a key position in a service organization.
5. Alpha Sigma Phi Professional Man of the Year
 - up to ten a year total in the categories specified in Exhibit H.
6. GSP Citation
 - unrestricted to accomodate any needs not covered above.

A REVIEW AND PROPOSED SUGGESTIONS FOR INCREASING
THE AWARDS OF ALPHA SIGMA PHI FRATERNITY
(Prepared for the August, 1977 NEC Meeting)

In order for any award to have a symbolic meaning (which is all any award amounts to), a relationship must be established between the two parties concerned --- the giver and the receiver.

Presently, the Fraternity has many awards and relationships exist which perpetuates their existence. There are some areas where no awards are given and consequently we have no relationships established. (Attached list shows present awards).

To help build up the relationships of the existing awards and the new awards that must be established, we must publicize the awards and we must make the presentations and show the recognition that goes with the award.

In reviewing the present awards program of the Fraternity, the following award areas are presently being covered with some honor and a relationship has been established between the Fraternity and the receiver of the award:

- (1) National Awards to Alumni
- (2) National Awards to Chapters
- (3) National Awards to Active Members
- (4) National Awards To Recognize Chapter/Individual Achievement

As you can imagine, most of these awards are administered by the National Office. This places a great responsibility and workload on a small group who, in reality, may not know all the details of an individual or the work performed by an individual who is qualified to receive an award.

To improve the flow of knowledge and facts from the chapter level to the National level, the following is suggested --- The Grand Province Chief Award.

This award should be presented annually or as often as needed to alumni (up to three in each province) who have shown concerned interest in Alpha Sigma Phi and who have expended considerable energy in building chapter character. The Grand Province Chief will be responsible for naming the winner. He will determine the winner by keeping records of alumni who have worked with him in building chapter characteristics which are needed at the time. He will be further aided by seeking names of alumni who have worked with alumni representatives of each chapter. They will report once each semester to him, providing him with names of alumni who have performed tasks or provided helpful ideas in improving the chapter. Winners do not have to be living in the province where the chapter is located. This way, an alum who does something for a chapter (maybe his own Alma Mater's chapter) will also be considered. Thus Province Chiefs are free to offer other Chiefs names.

Between the Province Chiefs and the Alumni Representatives, a list of potential winners should be drawn up. Winners will be selected by the Grand Province Chiefs.

The Award should be presented at a general meeting of the active and alumni of the winning chapter so all can honor him in a suitable manner.

The Award should be a framed citation which reads in part, "For Service to His Chapter, Alpha Sigma Phi's National Fraternity Extends Its Grand Province Chief Award to _____" The Award should be signed by at least two National Officers and the Grand Province Chief of the Chapter. (Another suggested addition is a permanent listing of winners in the chapter house.)

It is further suggested that a roster of these winners be kept and printed annually in the Tomahawk. This roster could also be used to find speakers and other talent needed --- especially if the alum has received the award for some notable idea that could be copied by other chapters.

The winning chapter might also invite this Brother to bring his family to share the evening with them. Many times, a college student, even a Fraternity Brother, fails to remember that when an alum does something for his Fraternity, somebody usually suffers --- families included. This might instill a meaning of the word "sacrifice" in the young student's mind and make him aware that he will be required to do the same thing someday.

The Fraternity has 12 Provinces and a total of 36 awards could and should be presented each year.

To make sure there are ample candidates and that they are well qualified for the above mentioned award, each chapter should provide a list of three names of alumni who have shown interest in the Fraternity. These alumni should be people who have contributed greatly to the chapter development. Those alumni not chosen for the Grand Province Chief Awards should have their names placed in nomination for the --- Outstanding Alumni Chapter Service Contributor Award.

This award should be made at a chapter meeting of the Brotherhood --- preferably at a formal meeting (suit and tie). The citation should bear the name of the Grand Province Chief and the names of the two chief chapter officers.

The Fraternity has 51 chapters and a total of 153 names should and could be placed on citations.

(NOTE --- The Grand Province Chief Award and the Chapter Service Award winners should be allowed to repeat if selected as winners --- but not two years in a row.)

more...

One of the areas which presently is not covered with an award is the parents of Alpha Sigma Phi actives. Many parents are organized in our chapters and provide the Brotherhood with articles and equipment which could not otherwise be supplied. Like most parents, they don't expect recognition for the things they do for their son (like help pay housebills and putting a \$10 spot in the till for the parents fund), but recognizing them as being concerned makes them feel wanted and a part of the big picture. If we have them also supporting us, we are a stronger Fraternity. It is suggested that a small certificate of appreciation be given to the parents (or parent) of Alpha Sigma Phi members who attend Parent's Day functions or other function involving this group.

Another area where we are lacking is in the area of community leadership. We have many Brothers who are active in service organizations (Kiwanis, Lions, Scouting USA, Rotary, Junior Achievement, Exchange, Big Brothers of America, etc.). We know they are interested in these groups because they list their activities in press releases and their personal folios. An Alumni Community Development Award should be started in recognition of any Alpha Sig who holds a key position in a service organization. By recognizing him, we are telling the community we are proud of our own. We are also saying we are proud of the group he belongs to and the publicity advantages benefit both groups. We could build a working bank of people we know are workers who could be used to benefit our cause. The alum's experience in community development and fund-raising events (all service organizations raise money for charitable causes) could be drawn upon for our demands as a relationship is established. We would also be setting an example for the undergraduate members who could read able the efforts of their alumni Brothers. The key to the success of this award would be making sure this award filtered down to the hometown newspaper or service organization newspaper or newsletter so the grass-roots people read it.

One of our major endeavors should be to recognize the successful Alpha Sig in the real world --- this would be tied to raising money for the National. To recognize our professional educational commitments to the undergraduate members and honor those who have excelled, it is suggested that Alpha Sigma Phi should establish awards recognizing the leadership in the Professional World of Business, Education, Government, Medicine and the Arts. Each year, a minimum of ten Alpha Sigs should be named a "Professional Man of the Year." They need not be present at a function to receive the award. We should request their photo and biographical sheet of their achievements. A lengthy and comprehensive feature story should appear in the Tomahawk citing them.

A successful man is usually a wealthy man and a wealthy man is

usually a man who uses his money to fit his needs. He usually isn't too proud to accept recognition and attract public attention to his success. Consequently, he is more likely to share his "overburden" of money with those who compliment him.... provided he feels some obligation.... and gets satisfaction from giving.

For those who are not honored, the reverse takes place. Every Brother likes to be a part of success. Every Brother wants to be a member of the Fraternity that Builds Successful Professionals. This award could strengthen our image nationally among the alumni and undergraduate chapters as well. Again, the publicity must be handled very professionally. The AGE OF SPECIALIZATION IS HERE AND WE MUST RECOGNIZE PROFESSIONAL SPECIALITIES:

Mr. Alpha Sig in Pharmacy/Chemistry
Mr. Alpha Sig in Engineering /(specialty)
Mr. Alpha Sig in Medicine/Vet Medicine
Mr. Alpha Sig in Law/Legislature
Mr. Alpha Sig in Manufacturing
Mr. Alpha Sig in Computer Sciences
Mr. Alpha Sig in Music/Art/Acting
Mr. Alpha Sig in The Armed Forces
Mr. Alpha Sig in Agriculture/Agri-Business
Mr. Alpha Sig in Washington
Mr. Alpha Sig in (any other field) Teaching, Athletics

If we make a success of this award alone, we will opening up many doors. The possibility of job placement for undergraduates, coop programs, summer jobs and just plain goodwill will be felt for many years to come.

Companies appreciate having their employee's name printed and classified as being a "professional success." This speaks highly of their entire organization and they will show their gratitude if asked later to do a favor or contribute to our cause.

Last, it is suggested that the attached list of awards be reviewed by the Grand Council. I have not viewed the present awards being put to use as they should be; perhaps some should be scrapped - if they aren't working for us or being used, replace them with the above or a revised idea.

Addition by the Grand Council:
"Grand Senior President's Citation",
to be given at the GSP's discretion
to accomodate any needs not covered
by other specific awards.

Respectfully submitted,

Charlie Schmidt

Charlie Schmidt, August 18, 1977

ALPHA SIGMA PHI FRATERNITY

AWARDS OF THE FRATERNITY

FOR INDIVIDUALS

DELTA BETA XI AWARD

In April, 1938, the award of Delta Beta Xi was established. This award is to recognize alumni members of the Fraternity who have given distinguished service to Alpha Sigma Phi. Ten men may be selected each year by the Grand Council upon nominations from Chartered Alumni Councils, undergraduate chapters, and men who have received the Delta Beta Xi Award in the past.

This award recalls our Fraternity history when Delta Beta Xi carried the traditions of Alpha Sigma Phi at Yale from 1864 through 1875, during which period the University had banned sophomore societies.

A Delta Beta Xi directory is published at intervals, the last one being published in 1958.

The recipient of the Delta Beta Xi Award is presented a Delta Beta Xi key, a certificate, and a Delta Beta Xi card, at a suitable occasion.

DISTINGUISHED SERVICE AWARD

This award is given, at the discretion of the Grand Council, to a holder of the Delta Beta Xi Award who has given outstanding and distinguished service to the Fraternity over a long period of years. It was given, for the first time at the 1960 Convention and has been received by the following Brothers: Robert Jagocki, George Worthington, Wilbur H. Cramblet, and Lloyd S. Cochran. A framed resolution is presented.

DISTINGUISHED MERIT AWARD

The Distinguished Merit Award was established in 1950 to convey recognition by the Fraternity to those Brothers who have attained positions of prominence and distinction in their professional careers, not necessarily for service to the Fraternity. A framed resolution is presented.

This award, though given each year, is presented at the National Convention which is held every two years.

GOLDEN ANNIVERSARY AWARD

This award was established at the 1958 Convention to convey recognition by the Fraternity to those Brothers who celebrate fifty years of membership in Alpha Sigma Phi. A certificate is presented to the recipient of this award.

FOUNDERS SCHOLARSHIP

This scholarship is awarded to the undergraduate member of the Fraternity who has achieved the highest scholarship during his first two years of college in competition with all other undergraduate members of Alpha Sigma Phi by the Trustees of the Alpha Sigma Phi Memorial Fund.

The Founders Scholarship was first given in 1956 but has not been awarded since 1958. The award is a \$100 scholarship.

"ALPHA SIGMA PHI SCHOLAR OF THE YEAR" AWARD

This scholarship, inaugurated at the 1962 Convention, is awarded to the active undergraduate member of the Fraternity who has completed six full semester (or the equivalent) of college work and has achieved the highest accumulated grade point average. The recipient of this scholarship receives a certificate designating him "Alpha Sigma Phi Scholar of the Year 19__" and a cash award of \$200.

Applications for this award, along with an official transcript of grades from each institution of higher learning attended and two letters of recommendation must be submitted by the Chapter President.

"FRIENDS OF ALPHA GAMMA CHAPTER" SCHOLARSHIP

This scholarship is awarded to a member of the Fraternity who is in attendance as a full time student at Carnegie Institute of Technology and has a record of superior academic achievement.

The recipient of this scholarship receives a cash award of \$200. Applications are sent by the applicant to the National Scholarship Chairman by July 1 and each application submitted must be accompanied by an official transcript of grades from each institution of higher learning attended and two letters of recommendation.

RHO SCHOLARSHIP AWARD

The Alumni of Rho Chapter have given money to the Memorial Fund to set up a scholarship similar to that of the "Friends of Alpha Gamma". The mechanics of this scholarship award are to be worked out.

GRANTS IN AID

Grants in aid have been given to individuals from time to time from monies of the Memorial Fund.

FOR UNDERGRADUATE CHAPTERSGRAND SENIOR PRESIDENTS AWARD

The Grand Senior Presidents Award was presented for the first time at the 1960 Convention and was established to convey the recognition of the outstanding chapter of the Fraternity which has exemplified the ideals and purposes of the Fraternity through its excellence in chapter organization, and administration, in scholarship, and in campus leadership and activities.

This award is divided into two groups based upon campus enrollment of the various institutions where chapters of the Fraternity are located: institutions of enrollment of less than 5,000 and institutions with enrollment of 5,000 or over. This "best chapter award" is a framed certificate.

GRAND COUNCIL SCHOLARSHIP AWARD

This award is given to the chapter with a continuing high academic achievement record. The award is a small library of outstanding books and an engraved citation.

HIGHEST SCHOLARSHIP AWARDS

These awards are presented at the National Convention to the chapters, which, among all of the chapters of the Fraternity, exceeded the All-Men's average at their institution by the greatest percentage during each academic year and during periods of two successive academic years.

GREATEST SCHOLARSHIP IMPROVEMENT AWARDS

These awards are presented to the chapters which, among all of the chapters of the Fraternity, have achieved the greatest improvement in scholarship over the preceding academic year and over the preceding two year period.

THE "SUMMA CUM LAUDE CITATIONS"

These awards are presented to the chapters at the National Convention who ranked first in scholarship on their campus during any academic year, provided they exceeded the All-Men's average at their institution.

AWARD FOR SERVICE

This award is presented at the National Convention to the chapter which has carried out the most outstanding program of Service to the community, college and general public during the two academic years prior to the Convention.

TOMAHAWK AWARD

Presented at the National Convention, this award is granted to the chapter which has cooperated best with the Editor of the Tomahawk in the furnishing of copy for the two year period between Conventions.

CHAPTER NEWSLETTER AWARD

Presented at the National Convention, this award is granted annually to the chapter which has produced the best chapter newsletter during the previous academic year.



MEMORANDUM

TO: The Grand Council
FROM: Stan Miller, Director of Alumni Affairs
RE: Report to Grand Council
DATE: August 18, 1977

At the last Grand Council meeting, I was requested to recommend a uniform system of Donor recognition. My suggestion is as follows: The levels of donation should be named as follows.

PINNACLE CLUB	\$15.00	to	\$99.99
CLVEN CLUB	\$100.00	to	\$249.99
Talisman Club	\$250.00	to	\$499.99
Cardinal & Stone Club	\$500.00	to	\$999.99
Founder's Club	\$1,000.00	or more	

Membership in any of these "clubs" would be awarded each calendar (or fiscal) year. The names of members of these plateaus would be printed once annually in The Tomahawk in whichever edition first follows a yearly compilation of above levels of donation.

If possible, a bracketed number should appear following each name showing the number of years of support at any level of \$15.00 or more.

If records are not available to show the years prior to specified date (say 1970) then we should use that as a base year and footnote the list with an explanatory (apology) remark.



MEMORANDUM

To: Grand Council

From: Michael K. Waters
UGA

Re: UGA Annual report report of activities

August 1977

- I. Attended both Grand Council meetings.
- II. Worked on chapter officer manuals, turn-over files. Submitted appropriate material.
- III. Submitted proposal and examples for all chapters to establish written chapter goals and provisions for achievement.
- IV. Submitted Educational Conference suggestions to Dick Sanders.
- V. Prepared a guidebook with suggested activities, duties, and responsibilities for the UGA's.
- VI. Submitted to Evin Varner suggestions and ideas concerning the following:
 - a. UGA position
 - b. Old Gal Gazette format
 - c. Old Gal Gazette topical indexing.
 - d. Story ideas
 - e. Officer manuals, turn-over files
 - f. Why chapters don't respond
 - g. How to get chapters to respond
 - h. Rush issue of the Tomahawk
 - i. Recommended writers
 - j. IFC organizations
 - k. Chapter case studies
 - l. The National Fraternity's reputation with chapters
 - m. "Why National"
- VII. Performed two weeks of volunteer work at HQ at own expense revising the Fraternity Constitution and By-Laws, reorganizing the general files, reducing the workload on the staff, and making suggestions concerning office practices.
- VIII. Made the following contacts:
 - a. Psi chapter, Oregon State. Project '77, the alumni fund-raising project, is accomplishing its goal of \$5000.00 for chapter improvements. Mike Boundy and I have challenged them to accomplish all chapter goals and will pay them a \$75.00 donation based on the number of goals they accomplish. The chapter needs to be more productive in expansion. Spiritually strong. The alumni are considering a Portland-Seattle alumni council.

- VIII. b. Mu chapter, University of Washington. Strong chapter. Having trouble with accounts receivable. Actively seeking extension opportunities on the West coast and Northwest.
- c. Tau chapter, Stanford University. Highly spirited, but a little alienated by the national Fraternity, mostly as a result of their coed membership situation.
- d. Bay Area Alumni Council. Attended Founder's Day banquet. The average age of the group concerns them. They need young blood. They are very supportive of Alpha Sigma Phi and would eagerly help in any way possible. Their spirit is inspiring.
- e. Sacramento Alumni and Nu alumni association. Many are involved with the Bay Area alumni. They, too, are very supportive of the Fraternity. They would be willing to aid in expansion efforts in California.
- f. Other contacts:
1. HQ
 2. Grand Council, UGA's
 3. Stan Miller, Dir. of Alumni activities
 4. Steve Thudium, past HSP, IIT

IX Evaluated and studied the role of the UGA. Based on activities of the UGA's since 1970 and changes in Fraternity policy and conditions, I conclude that drastic changes should be made in the position. Jobs once done by UGA's are now accomplished by HQ, the Editor, and the consultants. The need for many of the activities has been eliminated. We now have a strong link with chapters in most areas. The UGA opinions are basically the same as the Council. Currently, the UGA position is more of an award than an office. The UGA's aren't held responsible to any one authority.

- X. I make the following suggestions for action by the Grand Council and Alpha Sigma Phi:
- a. Change the role of the UGA according to one of the following alternatives:
 1. Have only one person be the representative on the G.C.
 2. Split the duties of the three (Have one on G.C., one work for HQ, and one work for Editor).
 3. Abolish the position altogether.
 4. Retain the position as is and establish accountability.
 5. Replace the office with an award.
 - b. Establish an Outstanding Undergraduate award.
 - c. Adopt a program to promote charity and service by the chapters.
 - d. Effect the necessary machinery to allow the pledge ceremony to be exoteric.
 - e. Evaluate chapter billing procedures by HQ so as to eliminate confusion with ledger sheets without explanations. Chapters need to know how much, when, and what for.
 - f. Should the suggestion to change UGA roles not be adopted, I suggest the implementation of the UGA guidebook.

Resolution of the Grand Council of Alpha Sigma Phi Fraternity, Inc.

Whereas the Grand Council has been requested to adopt a plan to purchase for employees of Alpha Sigma Phi Fraternity, Inc. annuity contracts under the provisions of Section 403(b) of the Internal Revenue Code to be issued by Massachusetts Mutual Life Insurance Company; and

Whereas, under such a plan, employees may either agree to take a reduction in their salaries or they may request to have part or all of their next salary increase used for the purchase by Alpha Sigma Phi Fraternity, Inc. of annuity contracts; and

Whereas, it appears that the Internal Revenue Code provides that premiums paid by Alpha Sigma Phi Fraternity, Inc. toward annuities for its employees are not taxed as income to the employees if the premiums do not exceed a liberal exclusion allowance; and

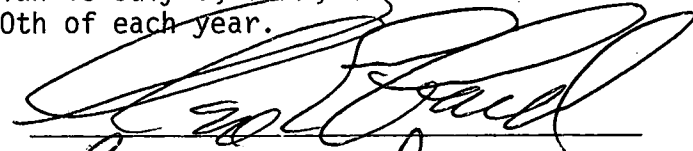
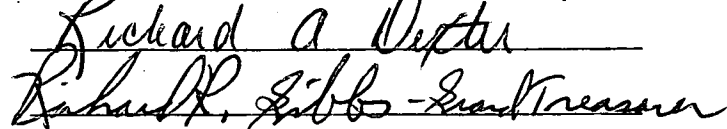
Whereas, it appears advisable and in the best interest of the present and future employees for Alpha Sigma Phi Fraternity, Inc. to adopt such a plan by agreeing with any employee who chooses to have his or her salary reduced to apply the amount of such reduction to purchase annuity contracts for the employee and to allow any employee to request that any increase in salary be used to purchase an annuity for such employee; and

Whereas, the Grand Council intends that such plan meet the requirements of Section 402 of the Employee Retirement Income Security Act of 1974 by including therein certain required provisions;

Now THEREFORE, BE IT RESOLVED, that Alpha Sigma Phi Fraternity, Inc. hereby adopts a Tax Sheltered Annuity Plan and authorizes that steps as may be necessary to put such plan into effect be taken as follows:

1. Alpha Sigma Phi Fraternity, Inc. is Plan Sponsor and its Employer Identification Number is 314359813. The Plan Number is 001.
2. The Fiduciary and Administrator of the Plan, who shall have authority to control and manage the operation and administration of the Plan and who shall perform any functions required by him under the Employee Retirement Income Security Act of 1974 is Treasurer of the Grand Council; provided, however, that as Fiduciary and Administrator of the Plan, he may employ one or more persons to render advice to him and he may delegate ministerial functions to any person or persons to carry out the duties assigned to him to the extent delegable by him under the Act.
3. The Administrator may enter into an agreement with any employee electing to participate in the Plan to amend the employee's existing contract by reducing the amount of salary payable under such contract, with the amount of said reduction to be paid for an annuity for such employee which is acquired by the Administrator from the Massachusetts Mutual Life Insurance Company.

4. The Administrator may enter into an agreement with an employee to forego payment of all or part of any salary increase during future employment, with all or part of the increase to be used by the Administrator to acquire an annuity for such employee from the Massachusetts Mutual Life Insurance Company.
5. The Administrator may execute a contract with any employee providing for payment of a salary less than the amounts payable under present and future salary schedules, and may agree to use such difference to acquire an annuity for the employee who desires to come under the Plan from the Massachusetts Mutual Life Insurance Company.
6. The Administrator may make application for annuities to be purchased for the employees who elect to participate under the Plan and may make premium payments directly to the Massachusetts Mutual Life Insurance Company, which annuities shall constitute the funding of the Plan for the sole benefit of participating employees.
7. Each employee electing to participate in the Plan shall receive his or her annuity contract acquired by the Administrator pursuant to the foregoing provisions, and such employee's rights under the annuity contract shall be nonforfeitable. The employee shall receive distribution of his or her rights under the Plan solely in accordance with the provisions of the annuity contract acquired pursuant to the terms of the Plan. Such annuity contracts will provide for normal maturity upon the employee attaining age 65.
8. The Plan may be amended by a resolution adopted by the (Board) at any time.
9. The Plan Administrator and two other employees selected by the Plan Administrator will constitute a grievance panel to hear, review, and answer grievances that any participating employee may have with respect to the Plan.
10. The effective date of the Plan is July 1, 1977; and the Plan's Fiscal Year will end June 30th of each year.


Richard A. Dexter

Richard R. Gibbs - Treasurer