

IFC-PHC Agenda

January 20, 2009

Call to Order

Approval of Previous Minutes

Roll Call

Speakers/Announcements

I. Reports

Community & Internal Relations: McKayla Moore & Lee Van Loenen

(moore4@ksu.edu) (leev@ksu.edu)

-) Service Hours, Philanthropic Donations, & New Philanthropy/Service Chairmen Contact Info email to moore4@ksu.edu or leev@ksu.edu
-) Adopt-A-School is under way, please inform your members of this great opportunity.
-) Wildcat Winter Expo: "Oasis in the Snow" this Thursday, January 22nd from 6-8 p.m. in the Student Union.
-) Up-Til-Dawn Update
 - o Look for Excel Spreadsheet telling who has got responses/ individual donations. Also, ask around for any donations from businesses, refer them to Lee Van Loenen (leev@ksu.edu).

Retention: Danielle Butler & Matt Rosentreter

(dnbutler@ksu.edu) (mrosentr@ksu.edu)

DB:

-) Sorority Open House Sunday, January 26 from 6 to 8p.m.

MR:

-) Retention Advisory Council
 - o Applications will be sent out this week, please respond tentatively.

Interfraternal Relations: Caroline Nyman & Jimmy Kelley

(cnyman@ksu.edu) (jkelly@ksu.edu)

-) Greek Week Committee
-) Brotherhood Exchange
 - o If your chapter wants to host or exchange a fraternity man (bring up in chapter), please email Jimmy soon.

Public Relations: Veronica Baus & Reed Pankratz

(vbaus@ksu.edu) (rpank@ksu.edu)

-) Online Newsletter – Updated Version
-) P.R. Committee
 - o Please ask your P.R. chairs or Philanthropy chairs if they are interested in being on this committee.
-) Recruitment Magazine – email Veronica and/or Reed
 - o This magazine is being completely reformed, so any ideas should be emailed to Veronica and Reed.
-) Press-Releases
 - o Regularly get Press Release information on what your chapter is doing.

Panhellenic & Interfraternity Councils
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- Look for emails once listserv is updated.

Risk Management: Torie Reilly & Theo Brooks

[\(torier@ksu.edu\)](mailto:torier@ksu.edu) [\(theo@ksu.edu\)](mailto:theo@ksu.edu)

-) SRC Applications
-) Event Registration
 - Deadline for event registration for this week was extended to Wednesday, January 21st.
 - Future events will follow the guidelines set in the ERP.

Recruitment: Katie McKenzie, Ellen Burke, Danielle Butler & Andy Patton

[\(ktmac@ksu.edu\)](mailto:ktmac@ksu.edu) [\(ellenb@ksu.edu\)](mailto:ellenb@ksu.edu) [\(dnbutler@ksu.edu\)](mailto:dnbutter@ksu.edu) [\(apatton@ksu.edu\)](mailto:apatton@ksu.edu)

KM, EB, DB:

-) Recruitment Guide Info
-) Sorority Open House Sunday, January 26 from 6 to 8p.m.

JK:

-) Meet with Chapter Recruitment Chairs, structure a plan.
-) 1st Recruitment Workshop of the Spring Semester is this Thursday, 6:30pm at Farmhouse
 - An ICS walkthrough will be taught as well as E-bidding
 - Please send at least one representative from your house as it will benefit your house greatly.
-) Start building your referral base with alumni, etc...

Judicial Affairs: Travis Stuewe

[\(tcstuewe@ksu.edu\)](mailto:tcstuewe@ksu.edu)

-) SRC Applications (Tuesday and Thursday 3pm-5pm)
 - Have only received two applications
 - Deadline for applications has been moved to Monday, January 26th.

Vice President: Lauren Taggart & Nick Kenney

[\(taggart@ksu.edu\)](mailto:taggart@ksu.edu) [\(nbkenney@ksu.edu\)](mailto:nbkenney@ksu.edu)

LT:

-) Schedule for New Member Council

NK:

-) New Member Council Applications
 - Be aware of an upcoming fundraising project, more info next week.

President: Meghan Butler & Brandon Harder

[\(mcbutler@ksu.edu\)](mailto:mcbutler@ksu.edu) [\(bharder@ksu.edu\)](mailto:bharder@ksu.edu)

-) Strategic Plan Due Feb. 3rd
-) Letter from the President(s)
-) Slideshow
 - Please checkout the Greek Calendar at:
<http://www.k-state.edu/greek/calendars.htm>

MB:

-) Delegate Training after February 2 PHC Meeting
-) Opportunity to have 4 sorority members attend MGCA

BH:

-) Feb. 3 Accreditation Proposals Due
-) Virtual Tour
 - Universal Script will be taught at the recruitment workshop
 - IFC officers will help with camera, mapping, etc...

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Kansas State University**

-) Friday Findings
 - o Put in subject Line "Fraternity Review"
 - o Send anything you want in the email to Brandon by Friday morning 8am.

Advisor's Report: Shawn Eagleburger & Brandon Cutler

[\(sqe@ksu.edu\)](mailto:sqe@ksu.edu)

[\(bcutler@ksu.edu\)](mailto:bcutler@ksu.edu)

-) Grade changes must be submitted by Wednesday, January 21 by 8:00am
 -) Roster Update Procedure – ICS Only
 - o Check name(s), to update member roster go to:
<http://www.k-state.edu/greek/ics/rosterupdate.htm>
Please contact your National Headquarters as Greek Affairs must receive a confirmation from your National Fraternity/Sorority before removing members.
 - Fall 2008 Required Forms PAST DUE:
 -) New Chapter Officer Contact Information – as soon as you elect them
 -) Anti-Hazing and Dry Recruitment Forms
 - o Due in 2 Weeks, please sign and turn them back into Greek Affairs at your soonest convenience
 -) Please check your respective house's mailbox (SW corner of Greek Affairs) weekly.
- SE:
-) Healthy Decision Making Information
 - o Tell Someone Campaign
 - o Boccus Campaign
 -) Friday Findings and the Panhellenic Leadership Letter
 - o First edition out this week
 - o Next week all chapter officer e-mail goes out
 -) Member Roster Updates
 - o Roster Update Sheet due to Greek Affairs By January 30th (need before you can COB)
 - o Need all official documentation of release attached
 -) Update Chapter Rosters On ICS Systems
 - o Need verification forms turned into Greek Affairs
 -) COB Cards
 - o Bid Card (sign to release grades; need to place women on roster within 48hrs)
 - o Yellow Card (binds PNM to the chapter for 1 year)
 - o White Card (Offers invite to Women not on roster; releases women's grades to Greek Affairs)
 -) Scholarship Day Open House
 - o Let Greek Affairs know dates you wish to have added
 -) Fraternal Relevance Accreditation
 - o Form e-mailed out to Presidents
 - o 1 form needed per standard
 - o E-mail a single e-mail back with all 8 accreditations attached
 - o Due February 3rd
 -) Chapter President's 1-on-1's, please schedule a meeting with Shawn ASAP
 -) Update chapter officers on ICS System
 - o Have done by the end of the week
 -) E-mail President Retreat surveys to Shawn
- BC:
-) Accreditation Proposals due Feb. 3rd
 -) Chapter President's 1-on-1's, please schedule a meeting with Brandon ASAP
 -) Please watch for and read in entirety the "Friday Findings."
 -) Be ready to host the new IFC board in your house as we are trying to make it to every fraternity in the Greek Community.

II. Old Business

\ No Old Business

III. New Business

PHC:

- \ Motion to remove the Part1, GA Code of Ethics for Membership Recruitment
1. Seconded
 2. Tabled till February 2,2009 Meeting

IV. For the Good of the Order

PHC: Next PHC Meeting Monday, February 2nd at Sigma Kappa 7p.m.

Training for PHC Delegates will be included in this meeting, attendance is crucial to a well functioning PHC.

IFC: Next IFC Meeting Monday, February 2nd at Sigma Nu 7p.m

Important Dates to Remember:

March 4 – Badge Day

March 6 – UTD Final Event

April 13-17 – Greek Week

April 17 – Greek Exploration Day

April 24 – ICS Signing