



PHI KAPPA SIGMA

CHAPTER UPDATE

JANUARY 2009

OVERVIEW

I. MALTESE CROSS 2009

II. RISK MANAGEMENT UPDATE

III. DELIVERABLES

IV. FINANCES

V. MEN OF HONOR 2009

VI. GREEKLIFEedu™

VII. RECRUITMENT PROCESS

VIII. NEW MEMBER PROCESS

IX. SOCIAL VIRTUES COMMITTEE

X. SCEPTER MENTORSHIP PROGRAM

XI. NEWS

XII. EMPLOYMENT OPPORTUNITIES

I. MALTESE CROSS 2009

CHAPTER REPORTS DUE! Chapter reports are due immediately for the production of the Maltese Cross, the magazine of Phi Kappa Sigma. Each Chapter needs to submit a paragraph (no more than 250 words) to be submitted for publication in the Maltese Cross briefly describing the activities and well being of the Chapter since Spring of 2008.

II. RISK MANAGEMENT UPDATE

The 2008-2009 Insurance policies have been posted to the website. Please find them available on the Risk Management page. Chapter officers should be familiar with their content!

III. DELIVERABLES

Don't miss any upcoming Important Dates. The following documentation was due by January 1, 2009 to the International Fraternity. Please be aware the most recent versions of these files can also be found on the Resource Page of the Website (please send all deliverables via email to staff@pks.org).

A. Spring 2009 Chapter Roster – Please be sure that your Chapter's roster is up to date and lists all active members. Your roster should also be updated upon acceptance of your new members or whenever there is a change in officers.

- Roster Template

B. Fall 2008 Officer Reports/ Spring 2009 Officer Goals

- Officer Transition Sheet Template

- Officer Report Sheet Template

C. New Member Cards and Forms are due within two weeks of bid acceptance (SEE BELOW)

D. August/September/October/November/December 2008 Chapter Meeting Minutes

- Meeting Minutes Template

E. August/September/October/November/December 2008 Financial Statements

- Balance Sheet Template

- Income and Expense Template

F. Community Service/Philanthropy

- Community Service/Philanthropy Report Template

G. Chapter By-Laws

- Sample Chapter By-Laws Template

IV. FINANCES

A. Chapter Assessment Invoices (\$360 per group) have been sent out. If you have yet to receive your chapter's invoice, please contact the International Fraternity Headquarters for another copy.

B. Grand Chapter Assessment Invoices (\$40 per man) have been sent out. If you have yet to receive your chapter's invoice, please contact the International Fraternity Headquarters for another copy.

C. Fee Schedule 2008-2009

V. MEN OF HONOR 2009

Thank you to all our Men of Honor Participants and Facilitators for making this year's MOH a huge success. We hope that for all of those brothers that attended that they had a safe trip home, despite poor weather conditions, and truly enjoyed learning about themselves and how to influence positive change in their Chapters. We hope to see members from your Chapters next year!

VI. GREEK LIFEedu

A big thank you to all our undergraduate Chapters who took the initiative to complete [GreekLifeEdu](#) parts 1 & 2. We hope that your Chapter found this new initiative from the Social Virtues Committee, designed to educate our undergraduates in alcohol, hazing and sexual assault prevention both educational and effective.

- **Remember, 70% of the active Chapter (new members and active members) must complete the program (Parts 1 & 2) by July 31st, 2009 with a passing grade (75) to avoid a surcharge on next year's (2009-2010) Liability Insurance. (Current results coming out by the end of January '09!!)**
- [Phi Kappa Sigma Launches New Undergraduate Educational Initiative with GreekLifeEdu](#)
- [GreekLifeEdu Directions](#)

VII. RECRUITMENT PROCESS

- A. Check out the recruitment brochure being offered by the International Fraternity. Accompanying them are great recruitment posters and poster card fliers (handbills).
 - [Download the Top Ten Order Form](#)
- B. Upgrade the chapter's website today by adding the Top Ten Flash to the homepage.
 - [Download the Top Ten Flash](#)
- C. Need help with educating your members in the proper ways of recruiting?
 - [Phi Kappa Sigma's Foundations Manual](#)
 - [The Foundations Recruitment Cheat Sheet](#)
 - [Extra Recruitment Group Exercises](#)

VIII. NEW MEMBER PROCESS

- A. **Proposed additions or modifications** of the 'Pillars New Member Educational Program' need to be submitted to staff@pks.org for approval before you New Member Program can begin.
 - [4 Week New Member Program](#)
 - [6 Week New Member Program](#)
 - [8 Week New Member Program](#)
- B. **New Member cards and fees** (\$62 per new member) are due into the International Headquarters' office within two week's of your new members accepting their bids. If payment and new member cards are not received within this time frame, penalty rates will be applied. (*New Member pins and Skull Sessions books are free of charge if payment is received on time as defined above, though an order must be placed. Shipping/handling not included.*)
 - [Phi Kappa Sigma New Member Form](#)
(This is a NEW form. Please DISCARD ALL OLD forms and replace with this one!)

IX. SOCIAL VIRTUES COMMITTEE

The 'Social Virtues Committee', as formed by the 94th Grand Chapter this past summer in Atlanta, GA, will focus on the development and implementation of alcohol, hazing, and sexual assault awareness training for our undergraduate members. Committee members will meet monthly via conference call, led by the Grand Pi, to discuss programming that will complement the recent roll-out of GreekLife.edu.

- A. [Apply Now to be on the Social Virtues Committee](#)

X. SCEPTER MENTORSHIP PROGRAM

The International Fraternity is accepting applications for the new [Scepter Mentorship Program](#). This program pairs undergraduates with alumni to provide mentorship and networking throughout college while continuing to build lifelong relationships between our members.

XI. NEWS

- A. **FEA News and Notes**
 - [December](#)
 - [January](#)
- B. [Beta Upsilon Chapter of Phi Kappa Sigma at SUNY-Potsdam receives positive press for a service project](#)
- C. [Cal Poly San Luis Obispo student dies after frat party](#)

XII. PHI KAPPA SIGMA EMPLOYMENT OPPORTUNITIES

Thinking about getting a job? Know a brother who just graduated and is looking for a great place to work? Get paid to travel the country, help your fellow brothers, and learn valuable business experience.

Paid Summer Internships are also available.

- [Phi Kappa Sigma Employment Brochure](#)
- [Phi Kappa Sigma Educational Consultant Application](#)