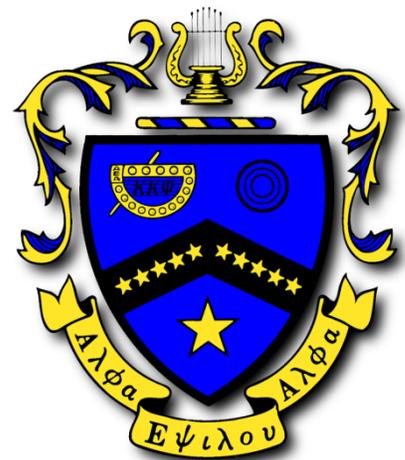


Kappa Kappa Psi

Winter Council Meeting Minutes

San Antonio, TX

January 17 – January 18, 2014



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Friday, January 17, 2014

Separate Meeting #1

In Attendance:

Christine Beason, National President
Jack Vice President Lee, National Vice President for Colonization & Membership
Adam Vice President Bates, National Vice President for Programs
Kelly Vice President Nellis, National Vice President for Student Affairs
Travis Cross, Vice President for Professional Relations
Malinda Matney, Chair, Board of Trustees
Rod Chesnutt, Vice Chair of the Board of Trustees
Adam Beason, Immediate Past National President
Marco Krcatovich, Chair, Alumni Association Board of Directors

National Headquarter Staff in Attendance:

Di Spiva, Interim Executive Director, National Headquarters Manager and Accountant
Aaron Moore, Alumni, Historical, and Development Coordinator
Yvonne Daye, Chapter Field Representative
Zebulon Watkins, Chapter Field Representative

President Beason calls the meeting to order at 8:14 PM CST on January 17th, 2014.

President Beason welcomed and thanked everyone for traveling to San Antonio, TX.

Motion: Approve the electronic minutes.

Vice President Bates, seconded by Vice President Cross
PASSES

Report of the President – Christine Beason

1. Vice President Lee reviewed the information in the Colonization Report. The report can be found in Appendix A.
 - a. Executive Director Status Update
 - i. President Beason solicited feedback on the NED job posting.
 1. Past President Cantley expressed approval that the posting is more reflective of the all-encompassing nature of the position.

Motion: Formally endorse Jack Lee as the final Kappa Kappa Psi representative on Executive Director hiring committee.

Vice President Bates, seconded by Vice President Cross
PASSES

- ii. *Proposed monthly stipend for Interim Executive Director Di Spiva was discussed.*

Motion: Recognize Diana Spiva as one of Kappa Kappa Psi's National Executive Directors, including acknowledgement in future Kappa Kappa Psi Guide to Memberships, in perpetuity.

Vice President Bates, seconded by Vice President Cross
PASSES

- iii. Discussion of staff and distribution of responsibilities followed.
- b. President Beason (in cooperation with Chair Matney and Tau Beta Sigma) would like to come up with a committee to track the need for constitutional revisions in anticipation of the 2015 National Convention. In particular, this committee will investigate constitutional policies related to staffing, as issues regarding the hiring of a new National Executive Directors were recently brought to light.
- c. Strategic Planning
 - i. President Beason & Chair Matney point out that a vital component of strategic planning will be discussing the possible restructuring of the National Headquarters Staff.
- d. Committee Reports
 - i. Skype session with Kirk Randazzo

Discussion with Kirk Randazzo:

1. Randazzo proposed 3 price marks for Leadership Development Program, recommends the middle price mark.
2. Vice President Lee asked if the costs were up-front or could be amortized over several years.
 - a. Randazzo replied that costs would be over time as the different stages were developed.
3. President Beason asked about the timeframe for completion.
 - a. Randazzo replied that it would depend on how quickly we would like the programming uploaded. The thought of the committee was that the first stage would be ready to go within a year.
4. Chair Matney asked if the speed of implementation would impact the cost.
 - a. Randazzo replied that the quickness of implementation moves the cost up a small amount because we will be limited by the speed of the software developer.
 - b. President Beason replied that she was OK taking her time.
5. Vice President Cross asked about whether the costs were based on quotes from contractors or from ballpark estimates.
 - a. Randazzo replied that the estimates were based on one quote from an individual in Tanya Marsh's office. Other vendors have not been contacted in part because the committee was not aware of other vendors.
6. Vice President Cross asked if the committee was attempting to model any particular leadership programming they had seen elsewhere.

- a. Randazzo replied that yes, these were being modeled after other successful online programs.
7. Vice President Cross asked if the committee had seen samples of the work.
 - a. Randazzo said yes, he had seen samples that had come through Tanya Marsh's company. In terms of the quality of the work, part of that depends on what we'd be willing to spend. The low cost option is primarily PDF-based.
8. Vice President Cross asked if "kids like" using eLearning modules. Will this be something that people actually use?
 - a. Past President Cantley said yes, they do. For example, every student at the University of Delaware takes an eLearning module on alcohol awareness. He also points out the eLearning is a piece of the puzzle that will be supplemented by other live programming. Also, that our students tend to be energized and excited about programming opportunities.
9. Vice President Cross asked what percentage of membership the committee expects to participate in the program.
 - a. Randazzo replied that the percentage will depend on how well the program is promoted. This programming will only be worth the money if it is exceedingly well promoted, continuously, and followed-up at district and national conventions. If this is presented as a piece of a greater puzzle then many would take advantage of it.
10. Vice President Cross asked if the amount of participation will impact the cost of the programming.
 - a. Randazzo replied that costs are not contingent on use. The only exception would be that some of the modules have printed guides, which may be costly to regularly print and distribute.
 - b. Vice President Nellis confirmed that the costs presented are developmental and not contingent on use.
11. Vice President Lee asked where the programming will be housed after it is developed. Will this be placed on our server? If so, will there be an added cost for space/bandwidth?
 - a. Randazzo replied that our understanding that the eLearning modules will be housed on our servers, but the recommended program tracking software will get housed at a 3rd party site (name unknown).
12. Past President Cantley points out that the council could state that it is an expectation that this programming will be consumed by a certain number of chapter members.
13. Vice President Cross thinks that one of the exciting parts of this program will be the integration with the convention experience.
14. President Beason points out that facilitator training, etc, are not included in the current cost estimate, and that these would be outside the quote.
 - a. Randazzo stressed that the success of this program will be dependent on the frequency and quality of the workshops that are conducted at conventions. The idea is that individuals wouldn't sit through a workshop unless they have cleared a certain level of eLearning modules. To make the workshops effective will require good facilitators, and we have not yet discussed how many facilitators we want to have in place. Getting more individuals up to speed as facilitators will require a larger upfront cost.

15. Chair Matney asked what kind of additional responsibilities this will impose on the Headquarters Staff.
 - a. Randazzo replied that most of the additional work depends on whether the Council wants the sophisticated programming software. If the answer is yes, than the 3rd party will take on more responsibility, which will free up the headquarters staff. The middle option uses an open source option for program tracking, which could be difficult to maintain.
16. Chair Matney asked what kind of obstacles will come along with the open source software.
 - a. Randazzo replied that Headquarters may spend a lot of time shoehorning our data into the open source software.
17. Vice President Bates asked for samples, and also whether or not the eLearning system is a community standard or a smaller company.
 - a. Randazzo replied that his understanding is that the technologies discussed are standard with other organizations at this point. We are not beta testing anything new. Randazzo also admitted that the company could bail at some point in time, but there is no way to predict that. However, if the company goes under, then there would be ways to move into other options or another company that could take its place.
 - b. Randazzo said he would ask for samples from the developer.
18. Vice President Nellis points out that we will inevitably going to need to upgrade this system to stay up-to-date on technology.
19. Vice President Nellis suggests that we ask for quotes from multiple vendors before proceeding, sending out an official Request for Proposals (RFP).
20. Vice President Bates asked if Interworks may be able to help in regards to shoehorning the open source tracking system.
 - a. Past President Cantley points out that this action would also delay the project.
21. Vice President Cross asked about the modules' discussion group component. There is a line that says that there are a variety of ways that could be done, such as webinar, etc. Are we assuming that this would be a cost-neutral design decision? What does Randazzo recommend?
 - a. Randazzo replied that it depends on how the Council would like to handle that. The least expensive would be a chapter-guided discussion; the most expensive would be formal webinars that would require council representatives to facilitate. However the costs could be more about time than about money. We do not expect the discussions to impose additional financial costs.
 - b. Randazzo recommended that the discussion component be conducted by individual chapters on their own. However, he stressed that the program also hinges on the ability to perform effective workshops at conventions, which would reinforce the eLearning modules.
22. Chair Krcatovich asked for confirmation that the modules are not ritual based.
 - a. Randazzo replied that the committee wrestled with whether or not to incorporate ritual. On the one hand, the ritual being central to whatever we do is "very, very nice." Part of the problem you run into is that once the ritual is tied in there is a limit to how many people have access to the information. For

example, membership candidates could not participate if there were ritual components. Additionally, at the 2013 National Convention there was a suggestion that the leadership development programming be something that is also available as a resource to chapters' bands. We can introduce a ritual component at conventions.

23. Vice President Cross asked if the recommended topics and concepts would be tailored particularly to chapters and bands, or would they be about general leadership skills?
 - a. Randazzo replied that the examples and case studies would be generally Kappa Kappa Psi based.
24. Chair Matney points out that we should expect at least a 10% bump in the estimates proposed as a general rule.
25. Vice President Bates points out that Interworks can be used to shoehorn the open source tracking software if necessary.
26. Past President Cantley points out that the 3rd party developers are likely to be credible because Tanya Marsh's colleague develops learning modules for Fortune 500 companies.
27. Chair Matney is concerned chiefly with sustainability; maintenance at headquarters, content refreshers, etc.
28. Chair Krcatovich chimed in that there is a line of alumni who are interested in being facilitators for leadership programming. There is a huge leadership pool in this regard.
29. Vice President Bates expressed that he would like samples and to know more about the companies that are involved before approving a request.
30. Vice President Lee points out that we could pay-as-we-go on some of the modules, providing us with a beta test stage.
31. Vice President Cross is nervous about dropping a lot of money on something that may or may not capture the imagination of the student membership.
32. Vice President Bates asked how long we think that modules would be good for before massive update investments are required?
 - a. Vice President Nellis said that the more expensive bells and whistles will probably be more brittle, where as basic features are more likely to stand the test of time and be cheaper to update.
 - b. Chair Matney expects that the initial modules would get 5 good years before a major content refresh is required.
33. Past President Cantley claimed that the more we delay in development the less the shelf life will be on the product.
34. President Beason asked Executive Director Spiva whether or not we even have the money to fund the middle option.
 - a. Executive Director Spiva replied that right now there is \$50,000 in the Leadership Fund.
 - b. President Beason points out that we also have a surplus in our general fund.
 - i. Executive Director Spiva replied that the surplus is used to cover operational costs throughout the biennium, especially over the summer when the organizations have no income.
 - c. After all of the expenses are covered in the biennium, there is approximately \$45,000 of surplus. Another \$45,000 was placed in the Stan Finck fund.

- d. Executive Director Spiva points out that, even though the costs are primarily up-front, the bills will come monthly and so payments will still be drawn out over many months.
- 35. Vice President Lee states that we have an obligation to ensure that we do not want to blow away our Leadership Fund line item and other financial considerations.
- 36. Executive Director Spiva points out that we also have \$80,000 earmarked in a legacy fund for leadership development.
 - a. Chair Matney conjectures that this would actually be a safe time to spend money on such a program.
 - b. Vice President Lee suggests that we use a combination of leadership funds and legacy funds.
- 37. Vice President Cross asked if anyone has ever enjoyed using an eLearning module.
 - a. Past President Cantley states that they are not ideal, but they are a great way to reach a large group of people.
 - b. Vice President Cross states that doing a small preliminary phase will allow us to tinker with the quality of the project.
- 38. Past President Cantley states that Kappa Kappa Psi **can afford** the middle option, and that cost might not be the primary concern. There are safeguards in place even if unforeseen circumstances arise.
- 39. President Beason summarizes the mood of the room – the Council wants to see samples, wants the committee to review multiple quotes from developers, wants to know the name of the prospective development collaborators, and what the IT infrastructure needs will be needed at Headquarters so that it can be researched.
- 40. Vice President Lee wishes to relay to the committee that the Council is fully in favor of funding this kind of programming in some fashion, and that the committee is doing fantastic work.

**President Beason recessed the meeting at 9:46 PM CST for a restroom break.
President Beason called the meeting back to order at 9:54 CST.**

- e. Membership Education Committee
 - i. Set a goal of making a continuous four year membership arch.
- f. Leadership Selection Committee: Making good progress.
- g. Hazing & Values Committee: Progress on hazing video is slow. (Refer to President and Vice President for Programs reports.)
- h. Caboose Dedication
 - i. President Beason states that this will be a large production due to the introduction of the Wava Memorial Garden, with many hundreds of people projected to attend.
 - ii. Plan: Dedicate the Caboose and the Rose Garden as separate events, so the organizations do not step on one another's toes.
 - 1. Past President Cantley suggested that these events be merged.
 - iii. Vice President Lee expects that very little work will be accomplished at DLC on the Saturday of the dedications.

- iv. President Beason appointed Derrick Mills to be in charge of the landscaping, Scott Stowell and Ken Corbett to be in charge of some signage to be placed in front of the caboose.
- v. Chair Matney suggested that the alumni associations for both organizations could play a role in showing attendees around Stillwater.
- i. Communication
 - i. Monthly Letters: Going well! Aaron Moore has taken care of the national announcements lists, including the district lists.
 - ii. Director Letters: See reports for the Vice Presidents for Colonization & Membership and Professional Relations.
 - iii. *President Beason urges that council members copy the governors on all correspondence!*
- j. 2014 District Convention Overview: Everybody knows where they are going.
- k. President Beason discussed Officer Handbooks and use of the Council Google Drive.
- l. President Beason reviewed the charges from the 2013 National Convention 2013.
- m. President Beason asked if it is time to re-organize the website.
 - i. All attendees were in favor of this suggestion, in favor of change in style and organization.

President Beason has elected to use the Saturday evening flex meeting for continued strategic planning discussion.

President Beason reminded the council that meetings will start promptly at 9:00 AM CST.

President Beason recessed the meeting at 10:00 PM CST.

Saturday, January 18, 2014

Separate Meeting #2

In Attendance:

Christine Beason, National President
Jack Vice President Lee, National Vice President for Colonization & Membership
Adam Vice President Bates, National Vice President for Programs
Kelly Vice President Nellis, National Vice President for Student Affairs
Travis Cross, Vice President for Professional Relations
Malinda Matney, Chair, Board of Trustees
Rod Chesnutt, Vice Chair of the Board of Trustees
Adam Beason, Immediate Past National President
Marco Krcatovich, Chair, Alumni Association Board of Directors

National Headquarter Staff in Attendance:

Di Spiva, Interim Executive Director, National Headquarters Manager and Accountant
Aaron Moore, Alumni, Historical, and Development Coordinator
Yvonne Daye, Chapter Field Representative
Zebulon Watkins, Chapter Field Representative

President Beason called the meeting to order at 9:03 AM CST.

Report of the Chair of the Board of Trustees – Malinda Matney

1. Chair Matney reviewed the contents of her report; refer to Appendix J.
2. Four Major Action Items thus far this biennium:
 - a. History and Archives Committee Update
 - b. Capital Campaign Committee
 - i. Team met at the end of September to discuss a public phase starting in 2015, and also scaling up the work of the group.
 - ii. Subcommittee's task is to evaluate where we are with the needs of Headquarters. Committee Member Raina Regan is investigating grants for the renovation of historical buildings. Joe Panzer is investigating interior design issues. Derrick Mills is evaluation construction-based needs. The goal is to make sure that Headquarters can function as needed.
 - iii. Also investigating websites for capital campaign that will allow people to see where their money is going.
 - iv. Chair Matney stressed important of all of the leadership contributing to the campaign.
 - c. Preparing for Strategic Planning
 - i. Still booking an external strategic planning facilitator.
 - ii. This is an opportunity to check a lot of assumptions about our leadership structure, question the storage of our institutional memory.

- iii. President Beason expressed excitement about the opportunity to define a long-term course for the organization.
- d. Orienting 2 new board members

President Beason and the entire council thanked Chair Matney for their excellent work.

Report of the Alumni Board of Directors Chair – Marco Krcatovich

1. Chair Krcatovich reviewed the contents of his report; refer to Appendix I.
2. Strategic Plan Update
 - a. Set a goal of having the pieces in place to be financially self-sufficient by 2017 as a full-featured alumni association (AA).
 - b. Halfway to goal of paying membership (300 representing annual \$30,000 in biennial dues).
 - c. Tasked web developers to provide feedback for alumni sections of kkpsi.org.
 - d. Notes: “100% Giving” means retention of all current giving members.
 - e. Notes: “100% Update” means acquiring contact information for all alumni members.
 - f. Additional Components of Plan: 1st Year Alumni Projects
3. Chair Krcatovich solicited feedback on the alumni association’s current status.
 - a. Chair Matney pointed out that the alumni association plans and council strategic plans should be overlaid to make sure each will receive due support from headquarters.
 - b. Vice President Bates asked Chair Krcatovich and Vice President Lee if there was any intersection currently between AA members and disciplinary issues.
 - i. Chair Krcatovich said no, and expressed an interest in posting “Alumni Ban” rules somewhere in the Fraternity and Alumni Associations are official by-laws.
 - c. Vice President Nellis asked about the considerations being given to Joint Local Alumni Associations (LAAs).
 - i. Chair Krcatovich said that the priorities of the AAs are increasingly divergent, and one of the few areas that this actually becomes a problem is with the Joint LAAs.
 - ii. Chair Krcatovich suggested that an admitted suboptimal solution is to disambiguate the operational decisions (which may need to be all brothers) from the membership (which can be brothers and sisters partaking in service and social events).

President Beason and the entire council thanked Chair Krcatovich and the entire Alumni Association for their excellent work.

Report of the Vice President for Colonization & Membership – Jack Lee

1. Vice President Lee introduced Kappa Kappa Psi’s new basecamp page, which has been transformative in the management of Kappa Kappa Psi’s colonies.

- a. For side-by-side comparisons of colony documents, Vice President Bates suggested that Vice President Lee use automated tools instead of visual inspection
 - i. <http://support.microsoft.com/kb/306484>
 - ii. <http://office.microsoft.com/en-us/word-help/compare-documents-side-by-side-HP001047321.aspx>
 - iii. Vice President Lee retorted that these tools were turning up too many irrelevant formatting changes to be useful.
 - b. Vice President Cross asked what happened when a project was completed.
 - i. Moore responded that the project disappears from the To-Do list, but that it is archived on the site.
2. Vice President Lee reviewed the information in his Officer Report. The report can be found in Appendix B.
- a. Discussed the utilization of “Investigative Hold” (IH) status for individual members. This is not constitutionally allowed, and should be discontinued. Vice President Lee recommends a constitutional change at the 2015 National Convention that introduces IH as a disciplinary membership status.
 - b. Vice President Cross asked for clarification on Kappa Kappa Psi holding members accountable for their actions outside of the organization.
 - i. The Council expressed commitment to hold members accountable to our risk management policies (particularly the hazing policy) outside of the Fraternity, as their actions reflect on the Fraternity and could influence the Chapter.
3. Vice President Lee reviewed the information in the Colonization Report. The report can be found in Appendix C.
- a. Vice President Lee thanked Vice President Nellis as serving as the installing officer for the Nu Zeta Chapter at Edinboro University of Pennsylvania.
 - b. At Midwest Clinic, several directors approached Kappa Kappa Psi about the possibility of chartering a chapter.
 - i. The Council discussed best practices for chapters and colonies at two year schools. This discussion was “tabled” for strategic planning in February 2014.
 - ii. The Council discussed Vice President Lee’s conversation with the faculty at Miles College.
 - c. New procedure for advising chapters – when a chapter is selected to advise a colony, they need to immediately submit their chapter documents for review. These documents must be revised if necessary before being shared with the colony.
 - d. Vice President Bates suggested that copying Council and Headquarters on all correspondence from advisors could be expressed as an expectation in future guidelines. Charlene Ronne and Tammi Rice are currently doing a great job of this.

President Beason recessed the meeting at 10:51 PM CST for a restroom break.

President Beason called the meeting back to order at 10:56 CST.

4. Vice President Lee reviewed the information in the Discipline Report. The report can be found in Appendix D.
 - a. Vice President Lee expressed the importance of clear timelines when placing chapters on Probation in the future.
 - b. Executive Director Spiva expressed concerns about bounced checks at Headquarters. Chapters are appearing as approved on the OMRS when in actuality they are in poor standing, and the Headquarters does not have an automated way to handle this case.
 - i. Staff Member Moore suggested that Headquarters be permitted to place chapters on immediate Financial Suspension when this occurs.
 - ii. Vice President Lee pointed out that if a suspension would occur then we would need to send official letters to the director and university.
 - iii. Staff Member Moore offered to send a proposed policy to the council for review.
 - iv. This discussion was tabled until the Council sees a proposal from Headquarters.
 - c. Dues paying member count is lower than this time this past biennium, but a part of this is due to the OMRS changing the way we tabulate our membership. There are many, many pending CPRs and IRFs in the system. However, we do appear to be well short of last year's membership totals.
 - i. Part of the panic is that we are seeing more from the OMRS now, including reports in progress.
 - ii. Vice President Bates asked if this was a crisis of OMRS education.
 1. Staff Member Moore said no, this was just an adjustment period.
 - iii. Discussion of OMRS features followed.

Motion: Return the Iota Omicron Chapter at Appalachian State University to Active Status (from Probation).

Vice President Lee, seconded by Vice President Bates
PASSES

Motion: Return the Upsilon Chapter at the University of Cincinnati to Active Status (from Probation).

Vice President Lee, seconded by Vice President Bates
PASSES

Motion: Place the following chapters on suspension for failing to submit or start their 2013-2014 Chapter Personnel Report:

Kappa Omega – Northern Kentucky University
Iota Iota – Utah State University
Iota Lambda – University of Mount Union

The report must be submitted and fees received by February 14th, 2014 or these chapters will be automatically be brought up for a vote of disbandment.

Vice President Lee, seconded by Vice President Bates
PASSES

Motion: Place the Zeta Zeta Chapter at the University of Arkansas Monticello on Active Status (from Probation).

Vice President Lee, Vice President Cross
PASSES

Motion: Place the following chapters on probation for failing to submit two consecutive reports:

Theta Epsilon – University of Kentucky
Kappa Omega – Northern Kentucky University
Kappa Eta – S.U.N.Y. – Buffalo
Zeta Sigma – North Carolina Central University
Zeta Tau – Cameron University
Eta Xi – Louisiana Tech University
Lambda Epsilon – Ouachita Baptist University
Lambda Pi – University of Texas at Tyler
Iota Iota – Utah State University

These chapters must submit the past reports as well as their MEP and Constitution for review by February 14th, 2014, or be placed on automatic suspension.

(Note: Iota Iota and Kappa Omega's letters should reflect their current financial suspension.)

Vice President Lee, seconded by Vice President Nellis
PASSES

Motion: Return Chris Russell to Alumni status (from Inactive Status), provided that he pays the \$85 fee to National Headquarters. His chapter is now inactive, and he has met the constitutional requirements for the Council to return him to Alumni status.

Vice President Lee, seconded by Vice President Cross
PASSES

5. National Chapter Field Representative Program
 - a. Current Status: Vice President Lee reported that the CFRs are doing a great job.
 - b. Interview Process for next CFRs

President Beason adjourned the meeting at 12:00 pm CST.

Separate Meeting #3

In Attendance:

Christine Beason, National President
Jack Vice President Lee, National Vice President for Colonization & Membership
Adam Bates, National Vice President for Programs
Kelly Nellis, National Vice President for Student Affairs
Travis Cross, Vice President for Professional Relations
Malinda Matney, Chair, Board of Trustees
Rod Chesnutt, Vice Chair of the Board of Trustees
Adam Beason, Immediate Past National President
Marco Krcatovich, Chair, Alumni Association Board of Directors

National Headquarter Staff in Attendance:

Di Spiva, Interim Executive Director, National Headquarters Manager and Accountant
Aaron Moore, Alumni, Historical, and Development Coordinator
Yvonne Daye, Chapter Field Representative
Zebulon Watkins, Chapter Field Representative

President Beason called the meeting to order at 1:45 PM CST.

Report of the Chapter Field Representatives – Yvonne Day & Zeb Watkins

1. Representatives Daye and Watkins reviewed the information in their reports. The reports can be found in Appendices K and L.
2. Both Representatives were ultimately in favor of the decision to focus on struggling chapters. However, working with these chapters can often be much more draining, and Representative Watkins warns of CFR burnout down the road. There also may be diminishing returns on this scheduling strategy.
3. Fall 2013 Travel Summary / Trends
 - a. Challenge observed at a number of HBCUs: Student Organizations Office imposing stringent GPA requirements, subsequently impacting recruitment and retention for bands and chapters.
 - b. CFRs observed some advising chapters treating their assigned colony as though it was a membership class.
 - c. Representative Watkins observed great improvements in probation chapters.
 - d. Representative Daye observed a lack of initiative in students, e.g., chapters struggling with fielding candidates for office.
 - i. Chair Matney has observed parents dissuading their children from engaging in leadership experiences.

Report of the Vice President for Student Affairs – Kelly Nellis

1. Vice President Nellis reviewed the information in her report. The report can be found in appendix F.
2. Student concerns to the National level

- a. Vice President Nellis observed many instances in which active members were not aware of programs, operations, and procedures at the National level.
3. Kappa Kappa Psi Social Media
 - a. Google Plus Hangouts helped to facilitate bonds and connections across district lines.
 - b. Meetings with district officers also occurred, although Vice President Nellis felt it was difficult to get all of the district presidents together.
4. Past President Cantley encouraged Vice President Nellis to be OK with a little spoon-feeding.

Report of the Vice President for Programs – Adam Bates

1. Vice President Bates reviewed the information in his report. The report can be found in Appendix E.
2. Vice President Bates presented the award applications that had been submitted to the council.
3. Executive Director Spiva informed Vice President Bates that Alexis Howell's AEA Scholarship was returned from Cal Poly and has been redeposited in the account.

Discussion of Fraternity awards and scholarships followed.

4. Vice President Bates presented the Matching Grants application that had been submitted to the council.

Motion: Award the Matching Grant to the Kappa Alpha Chapter.

Vice President Bates, seconded by Vice President Nellis
PASSES

5. Vice President Bates presented the Leadership Development Fund Requests that had been submitted to the council.

Vice President Bates recommends accepting the full slate of Leadership Fund Requests, with the following adjustments: Award the SWD \$826 dollars instead of the full requested amount. In the case of the Brandon Douglas' (NCD) requested speakers, the funds may be applied to another regional college band director with prior approval of Adam Bates.

6. Vice President Bates updated the Council as to the status of award presentations that spilled over from the previous biennium.

Report of the Immediate Past President – Adam Cantley

1. Immediate Past President Cantley reviewed the information in his report. The report can be found in Appendix H.

Report of the Vice President for Professional Relations– Travis Cross

1. Vice President Cross reviewed the information in his report. The report can be found in Appendix G.
 - a. President Beason shared that Guitar Center may be sponsoring the 2015 National Intercollegiate Band performance by providing large instruments on site.

Motion: Adjourn the meeting.

Vice President Cross, seconded by Vice President Nellis

PASSES

President Beason adjourned the meeting at 3:45 pm CST.

KKΨ and TBΣ Joint Meeting #1

In Attendance:

Christine Beason, National President
Jack Lee, National Vice President for Colonization & Membership
Adam Bates, National Vice President for Programs
Kelly Nellis, National Vice President for Student Affairs
Travis Cross, Vice President for Professional Relations
Malinda Matney, Chair, Board of Trustees
Rod Chesnutt, Vice Chair of the Board of Trustees
Adam Cantley, Immediate Past National President
Marco Krcatovich, Chair, Alumni Association Board of Directors

Tau Beta Sigma Representatives in Attendance:

Nicole Sanchez, National President
Dawn Farmer, Immediate Past National President
Kathryn Garrett Kelly, National Vice President for Colonization & Membership
Jonathan Markowski, National Vice President for Special Projects
Amy Bovin Dauphinais, National Vice President for Communication & Recognition
Beth Bronk, National Vice President for Professional Relations
Kelly Eidsen, Chair, Board of Trustees
Dollie O'Neill, Vice Chair, Board of Trustees
Amanda Dickson, Chair, Alumni Association Executive Council
Lisa Croston, National Historian

National Headquarter Staff in Attendance:

Di Spiva, Interim Executive Director, National Headquarters Manager and Accountant
Aaron Moore, Alumni, Historical, and Development Coordinator
Yvonne Daye, Chapter Field Representative
Zebulon Watkins, Chapter Field Representative

Presidents Sanchez and Beason called the meeting to order at 4:03 PM CST

Presidents Beason and Sanchez welcomed everyone to the joint meeting.

National Executive Director Report – Di Spiva

1. Executive Director Spiva reviewed the contents of her report. The Report can be found in Appendix M.
 - a. Executive Director Spiva reports that quotes are forthcoming for additional maintenance work. Front windows need to be replaced with tinted windows to provide for additional office space; may cost up to \$5,000. Additional, paint jobs and other window replacements are required.
 - b. Executive Director Spiva recently replaced appliances in the CFR house, as was approved at the 2013 Summer Council Meeting.

Motion: Allocate the \$1,740 for the replacement of the National Headquarters front door.
Vice President Lee, seconded by Vice President Bronk
PASSES

National Executive Director Search Updates – Presidents Beason & Sanchez

1. Search language / posting
 - a. Chair Krcatovich commented that relocation to Stillwater should be made an explicit requirement.
 - b. The Presidents will post the job listing at a number of locations and give priority to applications that are received by March 17th.
 - c. The hiring committee will be comprised of the National Organizations' Presidents, the Board of Trustee Chairs, Kappa Kappa Psi Vice President for Colonization & Membership Jack Lee, and Tau Beta Sigma Past President Dawn Farmer.
 - d. Vice President Cross suggested that the councils formally empower the committee to make the hire via a motion.

Motion: Ratify the Presidents' National Executive Director Hiring Committee and extend to them the power to hire a new Executive Director on behalf of the National Organizations. The Committee can select a new Director with a 5-of-6 vote in favor of the candidate.

Vice President Cross, seconded by Vice President Kelly
PASSES

2. Policy Committee
 - a. Kappa Kappa Psi Representatives: Vice Presidents Lee and Cross, Trustees Chesnutt and George
 - b. Tau Beta Sigma Representatives: Vice Presidents Kelly and Markowski, Vice Chair O'Neill, Chair Dickson
3. Representation at ABA
 - a. Mike Golemo has volunteered to represent both organizations at ABA.

National Intercollegiate Band Update – Cross & Bronk

1. The Vice Presidents looked forward to having another great NIB.
2. The Vice Presidents anticipated stepping into work with Composer Giroux in place of Lt. Col. Bonner.
3. Guitar Center may be sponsoring the 2015 National Intercollegiate Band performance by furnishing large instruments for the conference. This will occur at no cost to us, aside from acknowledging their contribution in the program.

2014 District Convention Review of Travel – Beason & Sanchez

1. NEDC:
 - a. TBS Council: Dauphinais & Kelly
 - b. KKY Council: Lee & Nellis
 - c. KKY Board: Morson
 - d. TBS Board Eidsen & Croston
 - e. KKY Alumni: Krcatovich, Blake, Napolitano
2. MWDC:
 - a. TBS Council: Sanchez & Markowski
 - b. KKY Council: Bates
 - c. KKY Board: Osborn & Cantley
 - d. TBS Board: Farmer
3. SEDC:
 - a. TBS Council: Sanchez, Kelly, Dauphinais
 - b. KKY Council: Beason & Nellis
 - c. KKY Board: Matney & Osborn
 - d. TBS Board: Croston, O'Neill, McCambridge
 - e. KKY Alumni: McClure and Cannen
4. WDC:
 - a. TBS Council: Sanchez & Markowski
 - b. KKY Council: Beason, Cross, Cantley
 - c. KKY Board: Matney
 - d. TBS Board: Farmer, Wright, Godwin, Croston
 - e. KKY Alumni: Krcatovich
5. NCDC:
 - a. TBS Council: Dauphinais & Kelly
 - b. KKY Council: Lee & Nellis
 - c. KKY Board: George & Chestnutt
6. SWDC:
 - a. TBS Entire Council
 - b. KKY Council: Lee & Nellis,

Status of the Caboose & Wava Rose Garden

1. Historian Croston reported that a schematic has been developed for the garden and have requested bids from contractors. One contractor reported that parts of the scheme could not be done, such as electricity and an 8 foot fence, and then announced that they no longer wanted the project. Croston switched to another contract and found out that these features were actually feasible. Expected to be completed well before July 1st. The project has reached its goal of \$40,000.
 - a. Past President Cantley asked if other grounds maintenance would be necessary before the garden dedication.
 - b. Executive Director Spiva shared that a memorial to Dale Croston was in the plans for the Kappa Kappa Psi Caboose Landscaping project.

2014 District Leadership Conference Updates – Vice Presidents Lee & Kelly

1. The Presidents and Vice Presidents for Colonization & Membership will be meeting later tonight to plan the dedication schedule for the 2014 District Leadership Conference.

Online Membership & Reporting System (OMRS) Presentation – Aaron Moore

1. Staff Member Moore distributed an OMRS Development Overview handbook to all attendees.
2. Staff Member Moore explained the handbook, which included a list of proposed development in Phase 4 of the OMRS.
3. Vice President Bates challenged the room to think critically and abstractly about features they would eventually like to see on the website.
4. Vice President Markowski reported that Tau Beta Sigma already discussed changes they would like to see to their Fall Activity Report and Chapter Summary Report.

Other Business

1. President Sanchez requested suggestions for performing groups for the 2015 National Convention.
 - a. Chair Krcatovich shared that the Kappa Kappa Psi Alumni Association is looking to bring in a regional community band for an event on the Thursday of convention.
 - b. Vice Chair Chestnutt suggested the New Colonial Wind Band and the Jack Daniels Brass Band.
 - c. Vice President Cross suggested connecting with a drum corps, and the Amani Winds.
 - d. President Sanchez suggested the Diva Jazz.
 - e. Vice President Bronk suggested Rochelle Rodriguez and the Lexington Brass Band.

National Headquarters staff members were asked to leave the room.

Discussion and motions regarding headquarters staff members pay and benefits followed.

Monday, January 18, 2014

Separate Meeting #4

In Attendance:

Christine Beason, National President

Jack Vice President Lee, National Vice President for Colonization & Membership

Adam Vice President Bates, National Vice President for Programs

Kelly Vice President Nellis, National Vice President for Student Affairs

Malinda Matney, Chair, Board of Trustees

Rod Chesnutt, Vice Chair of the Board of Trustees

Adam Beason, Immediate Past National President

Marco Krcatovich, Chair, Alumni Association Board of Directors

National Headquarter Staff in Attendance:

Di Spiva, Interim Executive Director, National Headquarters Manager and Accountant

Yvonne Daye, Chapter Field Representative

Zebulon Watkins, Chapter Field Representative

President Beason calls the meeting to order at 8:00 PM CST on July 18, 2013.

Preliminary strategic planning ensued.

President Beason adjourned the meeting at 10:00 PM CST.

Appendix A – National President Report

Brothers,

Thank you all for your attendance at this meeting in San Antonio, Texas. It has been a very busy and stressful first quarter, but the Fraternity has once again proven that we are collectively stronger than the parts. Thanks to all of you for your support, advice, and friendship.

National Executive Director

Discussion of Former National Executive Director Lt. Col. Alan Bonner's voluntary separation for Kappa Kappa Psi and Tau Beta Sigma.

National Executive Director Hiring Search

The two National Presidents and the Board Chairs communicate concerning the next steps. The four met for a dinner meeting during the Midwest Clinic in Chicago. We compared lists of qualifications and search criteria submitted by both National Councils, and finalized a list to create the job search. Tau Beta Sigma has a volunteer willing to write the job posting. We hope to have the job opening posted no later than January 24, 2014. We plan to begin reviewing applications as early as March 17, 2014. Application reviews and interviews will be done by a committee made up of the two National Presidents, two Board Chairs, and one other representative from each organization, totaling six people. I would like for the Kappa Kappa Psi representative be VPCM Jack Lee, and **I would like for the National Council to formally endorse this committee with a vote.**

This situation has revealed many inconsistencies and unclear passages within our National Constitution and the Headquarters Policy Handbook. The Presidents and Board Chairs believe we should create a committee to review these documents and propose changes. The committee should be made up of equal representation from each component of the organizations, and the Presidents and Chairs should not be on the committee. The National Constitution cannot change until NatCon15, but the committee can have ready a list of suggestions and appropriate wording. We will finalize the committee during our joint meeting with Tau Beta Sigma, but we need to decide who we would like as the KKPsi National Council representatives. I would strongly endorse VPPR Travis Cross because of his fresh perspective and attention to detail.

Some of the issues that have arisen out of this situation might be topics for discussion during our Strategic Planning session in February. We need to rethink our administrative policies, including a more detailed contract for the NED, and establishing contracts for all HQ employees.

Please also be aware that we will be discussing a possible stipend for Di Spiva during our joint meeting.

Finally, I want to thank you all for your absolute professionalism during this ordeal. High stress levels can create tense situations, and I am impressed with the way everyone handled the situation. Please continue this as we move forward. There is a high likelihood that we will disagree with each other or with the Sisters when we try to choose our next NED. Please continue to be professional and respectful.

National Colonization and Education Coordinator

This fall we mourned the passing of our friend, Brother, and HQ staff member, Dale Croston. I am extremely grateful to Jack Lee for attending the memorial service with me. Conducting the Hymn at the reception was one of the more difficult things I have had to do.

At this time, we believe we should hire the new NED before hiring a new NCEC. Jack Lee and the HQ staff have been able to shuffle workloads in order to make this work, and Steve Nelson has been helping as well. Nicole and I have reinforced to Di that we are willing to pay for part time help if necessary.

DLC and Caboose Dedication

This July we will be holding a number of events in conjunction with DLC. Kappa Kappa Psi will be dedicating the caboose, and Tau Beta Sigma will be dedicating the Wava Memorial Rose Garden. Past President Derrick Mills is planning the landscaping, and Scott Stowell and Ken Corbett are working together to write the history of the caboose. The event could be a huge draw; the Sisters say that over 400 people are already committed to coming for the Rose Garden dedication. I will be working closely with Di Spiva to make sure this event runs smoothly.

National Headquarters/Properties

Our headquarters staff has had a rough semester, but continue to operate on the highest level. Please consider calling from time to time just to say hello.

The Duck Street house has had some recent updates. Tau Beta Sigma has asked for a fair rent increase, and Nicole and I agreed the rent would remain the same until the cost of the furniture matches the cost of the rent increase. Once those two amounts are balanced, the rent will go up.

We had an appraisal done on the Duck Street house so that we would know all our options if we ever decide to expand the CFR program. The house appraised at \$165,000! For now, we have no plans to sell, but it is very nice to have this information. We will be hiring new CFRs this spring, and it is a nice perk that our CFRs do not have to worry about finding a place to live.

Committees

There are currently four committees functioning with specific tasks:

1. The Hazing and Values Committee, Tony Falcone, Chair; Adam Bates, Council Representative.
 - a. Charges:
 - i. to revise the Hazing Awareness video according to student feedback then distribute for Fraternity use.
 - ii. To revise the video to be usable by any college band member(s).
 - b. Current status: Nick Smith has been given all revision notes. The committee is waiting for Nick to finish revisions.
2. Curriculum Development Committee, Rod Whiteman, Chair; Jack Lee, Council Representative.
 - a. Charges:
 - i. Development of a National MEP
 - b. Current Status: The committee has not met or communicated this fall. In a recent conversation with Rod Whiteman, he apologized for this but promises next semester he will have more time. Rod and I have already discussed the possibility of a co-chair or a replacement.
3. The Leadership Task Force, Kirk Randazzo, Chair; Kelly Nellis, Council Representative.
 - a. Charges:
 - i. To create a Leadership Training program for the Fraternity.
 - b. Current Status: The committee has had active communication this fall. Kirk Randazzo will be joining us via Skype to bring everyone up to date and to pitch the Committee's proposal.
4. The Leadership Selection Committee, Chris Haughee, Chair; no Council Representative.
 - a. Charges:
 - i. To examine the possible reasons for low numbers of candidates in National Elections.
 - ii. To propose a possible alternate election process
 - iii. To examine ways to attract more candidates.
 - b. Current Status: The committee has had numerous email communications throughout the fall. Chris Haughee writes:

The Leadership Selection Committee is working to get a better sense of the problem(s) and how to best address it (them). We've had an open discussion seeking to better define the issues -- why don't more members run for office; how to develop a larger pool of prepared candidates; what is the most effective role for the pre-

convention nominations committee, as well as the convention nominations committee; -- and offering some initial ideas to address them. We have touched on education and leadership development issues, and, accordingly, interfaced with The Leadership Development Committee and The Curriculum Committee. As a framework for our discussion, we are focusing on the core values -- Musicianship, Leadership and Service -- as well as notions of respect and transparency. We want a leadership selection process that is professional and that minimizes the drama (ego, jealousy, mean-spiritedness, etc.) that occasionally creeps into the current process both at the district and national levels. Frankly, the committee is moving a little slower than I would like, but I recognize the importance of getting all committee members on the same page (somewhat), and we started from disparate points. I'm satisfied with our progress so far, but I hope to get greater clarification of our goals as we head into district convention season.

Communication

I am very excited that the National Council has been providing a monthly letter to all actives, alumni, Directors, and Sponsors. The students asked us for this communication at National Convention, and I have received positive feedback from this. However, we discovered a major issue with the email list, and Aaron Moore worked very hard to fix it. Thanks to Aaron for his tireless work with this issue.

I have been very consciously working to keep Governors and District Presidents in the loop on many issues. I have tried to email each group at least once a month. I have received positive feedback from a few Governors, but most have simply not responded. It is my opinion that no news is good news, and that if I stopped communicating, they would complain.

Last biennium we sent regular letters to Directors and Sponsors, and received very positive feedback from this. It is my hope that we can start this again.

District Conventions

The District Presidents all turned in their convention plan on time, but in varying degrees of actual preparation. The Southwest District has a very thorough template that I will modify and ask future Presidents to use.

The National Council convention assignments are as follows:

March 14-16

Midwest: Adam Bates

Northeast: Jack Lee, Kelly Nellis

March 21-23

Southeast: Christine Beason, Kelly Nellis

March 28-30

West: Christine Beason, Travis Cross, Adam Cantley

North Central: Jack Lee, Kelly Nellis

April 25-27:

Southwest: Christine Beason, Jack Lee, Travis Cross

Strategic Planning

Our strategic planning session is scheduled for Feb. 7-9, 2014 in Ft. Meyers, FL. Please be thinking about topics for discussion. This is our chance to shape the direction of the Fraternity over the next few years. Please consider:

- Who are we?
- Who do we want to be?
- Where do we want to be in 5, 10, or 15 years?

Other issues closely tied to the above might include:

- Standardization.
 - Procedures for Investigations
 - Response to allegations
 - other
- Administration. Over the past few months, many of us have noticed that many contracts and policies were written at a time when the Fraternity was very small. Many of these policies simply no longer work or apply. We need to lay the groundwork for the Fraternity to move forward!
 - Contracts for all employees
 - Clarification of National Constitution
- Mission/ Vision/ Values based on Ritual? Our current Mission statement does not even mention music!

Other

Officer Handbooks: Please continue to update and use your Google Drive folders so we can create actual Officer Handbooks. Is this a better project for Basecamp?

Charges: Please make sure you have reviewed the charges presented to the National Council at National Convention. We all have tasks assigned to us. I have put the charges on our shared Google Drive.

New Web Site? Our web site has not been updated for some time. It is difficult to use and find information. Do we want to consider hiring someone to re-do our web site?

Conclusion

Thank you all for your time and work for Kappa Kappa Psi. I look forward to another year and a half of awesomeness!!!

Christine F. Beason
Kappa Kappa Psi National Honorary Band Fraternity

Appendix B – Vice President for Colonization and Membership Report

Brothers,

I am pleased to present to you the report of the Vice President for Colonization and Membership. Below is a summary of my activities:

Colony and Chapter Education Coordinator

This semester was a trying time for many of us for multiple reasons. The untimely passing of Dale Croston not only affected the headquarter staff emotionally, but also in the workload that was created in the absence of this position. Additionally, records kept by Dale required quite a bit of time to research through ensuring that there were not chapters and colonies that were missing required deadlines. I cannot thank Aaron Moore enough for his work in this position. Thanks to him, we have been able to move forward with little confusion and disarray for chapters and colonies.

I have spoken with President Beason about filling this position in the future. Currently, I believe that we should not address this position until we have met for strategic planning as well as until we have hired a national executive director.

Basecamp

This semester was the first time that national headquarters has started using the online program basecamp. If you are unfamiliar with this program, it is an online project management database. Essentially, Aaron or I can create individual projects within the program with required “to-do’s.” This has helped tremendously with seeing exactly where our colonies and chapters that are status are at in their needed requirements. Additionally, it allows for the uploading of documents that are sent to chapter and/or received. As such, this makes it much easier to compare documents that need review, such as MEPs/Constitutions, with previous versions that were submitted.

When I provide the in-person report to the council regarding the current progress of colonies and chapters that are on status, I will give an overview of basecamp as well as how we are currently using it regarding colonies and chapters that are on status.

Colonization

Throughout this semester we have had one colony that has been installed. I anticipate that we will see 2-3 installations during the spring semester. Vice President Nellis served as the installing officer for the Nu Zeta chapter at Edinboro University. I offered this installation to Vice President Nellis, Trustee George, and Trustee Morson purposely to

allow them to complete an installation as a member of the national leadership. As we move in to the spring semester I am confident that Trustees George and Morson will have the opportunity to install a chapter as there are some that are close in proximity to their location.

I fully anticipate that we will receive a colonization application from the University of Illinois in the near future. I was contacted by former NCD Governor Barry Houser about the possibility of making this happen. Additionally, I was able to speak with him at the Midwest Clinic in Chicago.

We have also received interest from New Mexico State University and Wayne State University in Detroit.

Conduct / Discipline

Generally, our chapters that are on status have been progressing well. I will give a thorough update on each chapter at our meeting. As we move forward with any chapters that are placed on probation or suspension, you will see a slight change in the motions that I make regarding the terms of the probation or suspension. Beginning immediately, I will set firm deadlines for all terms of probation or suspension. In the past we have had chapters that have maintained a probation status for months. I believe this is in part due to the chapter having the ability to function as a normal chapter – meetings, membership intake, etc. To help curb this, I plan to include in the formal motions and notification letters a deadline for tasks to be completed.

Travel

My travel this semester was limited. Aside from the normal activities that I have with my home chapter, I only attended two separate events. I traveled with President Beason to attend the funeral of Dale Croston. Additionally, I attended The Midwest Clinic in Chicago on behalf of the Fraternity. While there, I had the opportunity to meet with multiple directors throughout the nation, as well as alumni from various chapters. The networking with directors was by far the most beneficial. I had multiple directors ask specifically about Kappa Kappa Psi and the colonization process. I anticipate that we will receive some applications in the future that we will approve, as well as some that we will not.

Chapter Field Representatives

Yvonne and Zeb continue to do an excellent job on behalf of the Fraternity. Each of them spoke with me directly on their spring schedule. We reviewed the chapters that needed a visit, as well as those that we want to provide additional support for. I am confident that this semester will be a large success. Both Zeb and Yvonne already have their grooves and are moving in a positive direction.

Zeb and I will both be attending the NCD convention, and that will give us an opportunity to review how the spring semester is progressing. Currently, Yvonne's schedule has her free the same weekend as the NCD and WD convention. I am currently contemplating have Yvonne attend the NCD convention instead of the WD convention for the sole purpose that the three of us can meet during the weekend. I have not made a definitive answer yet, but wanted to let this council know of my thoughts.

You are all aware that we will begin the hiring process for the CFR position soon. Currently, the deadline for applications is set as March 10, 2014. As we receive these I will review and forward the appropriate applications to the council for comment. From there, President Beason and I will make a determination of what applicants will receive an interview. As we progress through this I will be certain to keep the council in the loop.

Director Communication

We did not send a director newsletter during the fall semester. These will begin in the spring semester, and I look forward to the national fraternity actively communicating with our directors and sponsors. I have outlined a schedule of these newsletters below. However, if there are any topics that you would like to see, we can easily adjust these.

Month	Topics
January 20 th	Midwest Review Membership Recruitment NIB Composer & Conductor CFR Visits
February 20 th	District Conventions Matching Grants Program Alumni Association Information
March 20 th	Fraternity Policies Overview of Chapter Statuses AEA Scholarships
April 20 th	Chapter Summary Report Graduating Senior Report Fraternity Awards
May 20 th	Summer Activities

Membership Communication

I continually receive e-mail correspondence from the membership. The e-mails range from disgruntled about a policy/procedure, to asking question on membership education, or even parliamentary procedure. I do my best to respond to these e-mails as quickly as possible. Additionally, I sent an overview of the fall semester to the membership at the conclusion of December. I received several replies from active members, alumni, and sponsors/directors.

Investigative Hold Status for Individuals

One topic that needs to be addressed by this council is the use of investigative hold for individual members. When the IH status was first implemented, it was designed to allow the national leadership the opportunity to review the status of a chapter following a cause for review. It was also implemented due to the terminology of “suspension” having negative consequences for chapters from their university or department. The use of IH has been largely successful, and I appreciate that we have the ability to use a status such as this.

We do need to make a determination if IH applies for individual members. In the previous biennium, the national council has utilized IH on two separate occasions for individual members. However, constitutionally we do not have an Investigative Hold status for individuals; that status should only apply to entire chapters. The Constitution only provides for 3 disciplinary statuses for individuals: Probation, Suspension, and Expulsion. Since it is not a constitutional status, we also do not have provision for that as an individual status in the OMRS.

My recommendation regarding this is that we discontinue the use of IH for individuals and use the suspension status. Additionally, I will draft an amendment for the jurisdiction committee to review as an addition to investigative hold for individuals to be reviewed at the 2015 national convention.

District Leadership Conference

I have already begun conversations with TΒΣ Vice President Kelly regarding the upcoming DLC that will be held this summer in Stillwater, OK. This year’s DLC will also coincide with the dedication of the Wava Memorial Garden. As I begin to finalize these plans with the VP Kelly, I will be certain to share them with the council.

Conclusion

I have thoroughly enjoyed this quarter of the biennium. I am excited about connecting with the active membership as we move in to convention season – one of my favorite parts of being on the National Council.

AEA,

Jack Lee
National Vice President for Colonization and Membership
Kappa Kappa Psi

Appendix C – Colonization Report

Colonies in process:

1. Georgia Southern University

Advising Person: Nick Annan

Advising Chapter: Zeta Chi – University of South Carolina

Number of Colonists: 23

Current Progress: Colony was just approved in November 2013.

Comments:

Anticipated Installation: Fall 2014

2. Alpha Alpha – University of Nevada

Advising Person: Charlene Ronne, Past WD President

Advising Chapter: Iota Kappa – Boise State University

Number of Colonists: 14

Current Progress: Colony was just approved in November 2013

Comments: .

Anticipated Installation: Fall 2014

3. Lambda Mu – East Tennessee State University

Advising Person: Stephanie Bergeron, Past SWD Officer

Advising Chapter: Lambda Rho – Tennessee Tech University

Number of Colonists: 9

Current Progress: Colony was approved in April 2013. Progress is being made on the constitution. Thanks to Zeb Watkins for providing comments on the first draft of the constitution. Colony was approved for first degree on November 3, 2013.

Comments:

Anticipated Installation: Fall 2014

4. Saint Augustine's University

Advising Person: Preston Ramsey, Past HQ Staff Member

Advising Chapter: Iota Zeta – North Carolina A&T

Number of Colonists: 10

Current Progress: Colony was approved April 2012. Colony is progressing well.

Their constitution has been sent in multiple times and returned with revisions. I anticipate approval within the next few weeks. MEP has been submitted and sent back for revisions.

Comments:

Anticipated Installation: Late Spring 2014

5. Arkansas State University - Beebe

Advising Person: Sean LaFollette, Past SWD President

Advising Chapter: Lambda Rho – Tennessee Tech University

Number of Colonists: 10

Current Progress: Colony approved March 2012. Colony is progressing extremely well. Constitution has been approved, and MEP is near approval. Colony is currently beginning the work on their petitioning document.

Comments:

Anticipated Installation: Spring 2014

6. Roger's State University

Advising Person: Clinton Wieden, Past SWD President

Advising Chapter: Alpha – Oklahoma State University

Number of Colonists: 10

Current Progress: Colony was approved October 2012. Constitution has been approved and the colony is progressing well on their MEP.

Comments:

Anticipated Installation: Late Spring 2014 / Early Fall 2014

7. University of Alabama

Advising Person: Dr. Craig McClure, AABOD

Advising Chapter: Pi, Auburn University

Number of Colonists: 13

Current Progress: Colony is not progressing as quickly as I would like.

Constitution has been submitted, and was returned with comments (Oct 2013). We are still pending a submission of an MEP. The advising chapter shares some of these concerns. My hope is that the Fall semester has been busy due to football season and has inhibited the colony from submitting necessary material.

Comments: I plan on giving the colony a firm deadline for the submission of materials. If these deadlines are not met, I will recommend that we drop this colony.

Anticipated Installation: Fall 2014

8. Northeastern University

Advising Person: Marco Krcatovich, National Council Member

Advising Chapter: Theta Upsilon – University of Rhode Island

Number of Colonists: 18

Current Progress: Colony approved April 2013. Colony is progressing well. One revision of the constitution has been submitted, and MEP is pending.

Comments: This colony is ambitious and I believe they may be able to be installed this semester.

Anticipated Installation: Spring 2014

9. Elizabeth City State University

Advising Person: Tammi Rice, Past NCD President

Advising Chapter: Kappa Sigma – East Carolina University

Number of Colonists: 6

Current Progress: Colony approved April 2013. Constitution has been submitted, and they have begun work on their petitioning document.

Comments: s

Anticipated Installation: Possible Spring 2014

Colonies Installed this biennium:

1. **Edinboro University of Pennsylvania (Nu Zeta)**, December 11, 2013. Vice President for Student Affairs Kelly Nellis served as installing officer.

Colony Numbers:

Total active colonies this biennium: 10

9 colonies are in the process

1 colony completed the process

Total number of current colonists: 113

Average Colony Size: 12

Total new colonies this biennium: 2

Total advising chapters: 9

Rejected Colony Applications:

N/A

Appendix D – Status and Membership Report

Chapters Dropped :

1. Mu Theta – Bethel University

Dropped: November 25, 2013

Cause: Director request.

Status Recommendations:

Iota Omicron – Appalachian State University

Current Status: Probation

Cause: Violation of fraternity policies.

Comments: The chapter has met all the requirements.

Recommendation: Chapter is moved to active status.

Zeta Upsilon – Troy University

Current Status: Probation

Cause: Hazing allegations consisting of exercise type punishments.

Comments: Chapter is working towards completing all requirements. As of 1/9/2014 the requirements have not been met.

Recommendation: Chapter remains on probation.

Theta Rho – Lincoln University

Current Status: Probation

Cause: Failed to submit two reports on time.

Comments: Chapter is progressing well. Constitution and MEP have been submitted multiple times and have had comments sent back.

Recommendation: As of 1/9/2014 the chapter remains on probation.

Lambda Beta – Charleston Southern University

Current Status: Probation

Cause: Failed to submit reports on time

Comments: Chapter has been on probation since July 2012 with a stint of suspension.

Chapter has met the paperwork requirements, but has not submitted their constitution or MEP.

Recommendation: Chapter remains on probation. Deadline set to meet the requirements.

Failure to meet the requirements will result in suspension.

Kappa Omicron – Stillman College

Current Status: Probation

Cause: Originally for failure to submit reports on time. An investigation occurred in November 2012 due to possible violation of Fraternity policies – membership fraud, underground organizations, etc.

Comments: This chapter has been on probation since July 2012. Currently the chapter only has two active members.

Recommendation: Will address with council at the winter council meeting.

Gamma Omega – Texas Southern

Current Status: Probation

Cause: The entire band program was placed on a university suspension. The university task-force report indicated that two members of the Fraternity were involved with physical hazing in the band program; this was not related to any chapter activities. The council voted to place the chapter on suspension to review MEP/Constitution.

Comments: Chapter is moving forward well.

Recommendation: Chapter remains on probation.

Eta Psi – Delaware State University

Current Status: Investigative Hold

Cause: University band program suspended due to hazing allegations. Prior to that, was on probation due to hazing and conduct allegations.

Comments: Chapter was previously on probation. Past President Cantley completed an investigation in the beginning of fall 2013, and has reached out the director/university regarding the current investigative hold. Prior to IH, the chapter was progressing well through their constitution and MEP.

Recommendation: Chapter remains on investigative hold; more discussion at winter council meeting.

Epsilon Upsilon – University of Maine

Current Status: Probation

Cause: Violation of fraternity policies – discrimination.

Comments: Chapter has met all requirements with the exception of one. I anticipate that this will be I hand by the beginning of next week.

Recommendation: Chapter is moved to active status, provided that I have received the team building workshop, summary, and attendance sheet has been submitted.

Delta Psi – Prairie View A&M

Current Status: Probation

Cause: Violation of the Alcohol Policy; hosted a foam party that did not follow the policy.

Comments: Chapter has an approved MEP and constitution near completion. I anticipate that they will complete all requirements in the beginning of the spring semester.

Recommendation: Chapter remains on probation.

Delta Delta – Arkansas Tech

Current Status: Suspension

Cause: University placed chapter on suspension

Comments: Chapter must remain on suspension as long as the university requires

Recommendation: Chapter remain on suspension

Delta Alpha – Langston University

Current Status: Probation

Cause: Failure to submit required paperwork

Comments: Chapter has been on probation since July 2012. MEP is completed (1/15/14), and comments have been sent regarding the constitution.

Recommendation: Chapter remains on probation. Additionally, the chapter should be given a deadline to complete requirements.

Delta Chi – Southern Arkansas University

Current Status: Probation

Cause: Failure to submit required paperwork

Comments: Chapter has been on probation since July 2012. Chapter submitted a constitution and MEP at the beginning of January.

Recommendation: Chapter remains on probation. Additionally, the chapter should be given a deadline to complete requirements.

Alpha Rho – Northeastern State University

Current Status: Probation

Cause: Violation of Fraternity policies

Comments: Chapter has been on suspension/probation since July 2012. Currently the chapter is operating with only three active members.

Recommendation: Chapter remains on probation. I will coordinate with Dr. Wika (DOB) regarding the possibility of hand selecting members to “reboot” the chapter. My concern is that if this does not happen, we will lose this chapter.

Upsilon – University of Cincinnati

Current Status: Probation

Cause: Violation of Fraternity policies – hazing.

Comments: Chapter has met all requirements

Recommendation: Chapter be moved to active status.

Iota Iota - Utah State University

Current Status: Financial Probation (1/9/14)

Cause: Have not started a CPR.

Iota Lambda – University of Mount Union

Current Status: Financial Probation (1/9/14)

Cause: Have not started a CPR.

Kappa Omega – Northern Kentucky University

Current Status: Financial Probation (12/13/13)

Cause: Have not started a CPR.

Fall Dues as of January 9, 2014

18 chapters have not paid in full to the National Organization:

3 have not started a CPR and have been placed on Financial Probation by HQ (Iota Iota, Iota Lambda, and Kappa Omega)

Chapters not submitting two consecutive reports, as of January 9, 2014

Theta Epsilon – University of Kentucky
Kappa Omega – Northern Kentucky University
Kappa Eta – S.U.N.Y. – Buffalo
Zeta Sigma – North Carolina Central University
Zeta tau – Cameron University
Eta Xi – Louisiana Tech University
Lambda Epsilon – Ouachita Baptist University
Lambda Pi – University of Texas at Tyler
Iota Iota – Utah State University

Recommendation: Send a probation letter to each chapter stating clearly that if another deadline is missed or late, they will be placed on further disciplinary status.

District Late Stats as of January 9, 2014

MIDWEST DISTRICT

21 Active Chapters (1 probation)
1 MISSING (or incomplete) FAR/ 5 LATE
2 NO CPR CHAPTERS – Financial probation
3 CPR PENDING SIGNATURES
1 EARLY CHAPTER DUES
CHAPTERS REPORTING NO FALL INITIATES

NORTH CENTRAL DISTRICT

33 Active Chapters (1 probation)
4 MISSING (or incomplete) FAR / 7 LATE
2 CPR PENDING SIGNATURES
2 CPR PENDING OTHER
1 EARLY CHAPTER DUES
CHAPTERS REPORTING NO INITIATES

NORTHEAST DISTRICT

44 Active Chapters (1 probation, 1 Investigative Hold)
1 Colony
7 MISSING (or incomplete) FAR / 10 LATE
5 CPR PENDING SIGNATURES
3 CPR PENDING OTHER
4 EARLY CHAPTER DUES
2 LATE CHAPTER DUES
CHAPTERS REPORTING NO INITIATES

SOUTHEAST DISTRICT

41 Active Chapters (4 probation)
5 Colonies

10 MISSING (or Incomplete) FAR/ 11 LATE FAR
6 CPR PENDING SIGNATURES
4 CPR PENDING OTHER
1 EARLY CHAPTER DUES
CHAPTERS REPORTING NO INITIATES

SOUTHWEST DISTRICT
57 Active Chapters (6 probation, 1 suspension)
2 Colonies
11 MISSING (or Incomplete) FAR/ 11 LATE
6 CPR PENDING SIGNATURES
6 CPR PENDING OTHER
7 EARLY CHAPTER DUES
4 LATE CHAPTER DUES
CHAPTERS REPORTING NO INITIATES

WESTERN DISTRICT
15 Active Chapters (1 probation)
1 NO CPR CHAPTER – Financial probation
5 MISSING (or Incomplete) FAR/ 2 LATE
1 CPR PENDING SIGNATURES
2 CPR PENDING OTHER
1 EARLY CHAPTER DUES
CHAPTERS REPORTING NO INITIATES

Random Stats as of January 9, 2014

Total Chapters: 219
Active Chapters: 201 (92%)
Probation Chapters: 16 (7%)
Suspended Chapters: 1 (.5%)
Investigative Hold Chapters: 1 (.5%)
Colonies: 9

Dues Paying Members for the year: 3484
Average Chapter Size: 16 (3484 Dues Paying Members/ 219 Active Chapter)
Fall initiates Reported/Processed: 184

Appendix E – Vice President for Programs Report

Esteemed Colleagues in Kappa Kappa Psi,

I am pleased to present to you this quarterly report on my activity as Vice President for Programs:

Programs Outreach

Throughout the Fall, I have been actively seizing opportunities to discuss our Fraternity Programs. Outreach started with my Fall 2013 Podium Article, “Programs as a Service: Making the National Fraternity work for YOU!”, which was full of ideas about how our program offerings can advance the purposes of an individual chapter. Intermittently, I fielded emails from active members regarding the application process, and also used my October email to the national announcements list for programs promotion. I also had several opportunities to speak face-to-face with chapters about potential applications (Mu Pi, Gamma, Gamma Xi). The highlight of my outreach was a guest appearance on Vice President Nellis’ VPSA Hangout. In early December, we hosted several strong chapters in a video conference call and encouraged them to apply for various programs before the January 1st deadline.

Leadership

Throughout the Fall, I maintained close contact with the District Presidents regarding Chapter Leadership Funding for their District Conventions. In order to better accommodate some of the hectic rescheduling in the Northeast District, the application deadline was extended for the presidents by a week. Four of the presidents ended up applying, requesting a total of 9 speakers and \$5,214.55. I touched base with the two that did not apply (MWD, WD) to confirm that this was their intent, and the abstention was not due to email problems or having run out of time. Due to request the request of one governor, I have started copying governors more frequently on important correspondence to the district presidents.

I have conferred with each District President to see if the requested speaker is available to attend convention. They are, with the exception of the band directors requested by NCD; Pasquaie, Waters, and Pivec have yet committed to attending the convention. However, I found the NCD’s requests to be the most compelling of all of the applications. They are aiming to provide a strong musical component at their convention, have come up with a unique role for each of the requested directors. They also hope to use the requested speakers to jumpstart a band directors luncheon, which will presumably become an annual convention event if successful.

Additionally, I have been working with Vice President Nellis on a video series based on the 2011-2013 Chapter Leadership Finalists. We have reached out to finalist from this past biennium, asking them to put together a video about their chapter’s success. For many, this meant recording their presentation from the 2013 National Convention. To

date, and to the best of my knowledge, we have received videos from 7 of the 16 finalists: Omicron, Pi, Beta Omicron, Zeta Epsilon, Iota Omega, Kappa Psi, Mu Kappa. Considering that participation was voluntary, and that we made our requests to these chapters at a busy time of a year, I am most pleased with these results. This video series will serve as a launch point for future Chapter Leadership YouTube Videos; at the 2015 National Convention, I hope to record the Finalists' presentations on-site for future release.

Hazing & Values Committee Involvement

Correspondence on this committee has been intermittent throughout the Fall, and little progress has been made on the video updates. On many occasions, everyone was waiting for someone else to take some action. Nick Smith has received a list of video edits to work on. Many of these were received prior to his deadline, meaning he would not charge us, while others were received after his deadline, and so we are anticipating a quote for this additional work. Another upcoming obstacle is that some of the changes will require re-recording speaking parts. Since this will require special equipment and group coordination, we should try and find a way to efficiently record these new recordings. Waiting on the initiative of our (very busy) voice actors could introduce further delays to the debut of the video. Perhaps we can catch the voice actors at district conventions and record them on the spot.

E-Minutes

I have continued to maintain an accurate record of the proceedings of this council. Accompanying this report is a copy of the first quarter e-minutes detailing the activities of the council via electronic communication. These minutes are updated on a regular basis, often occurring as soon as I receive motions and votes.

Officer Handbook

I have kept a meticulously organized and thorough VPP folder on the Council's Google Drive. All of my work is contained therein; feel free to peruse it any time. Transition for the next Vice President for Programs should go swimmingly.

Travel

I did not travel on behalf of the Fraternity during the Fall 2013 term.

Awards application summary and previous awards followed.

Chapter Leadership

Applicant	Affiliation	Requested Speaker	Amount
Helen Moore	SWD	Marie Burleigh	\$1,166.00
Brandon Douglas	NCD	Dr. John Pasquale	\$535.20
Brandon Douglas	NCD	Dr. Jonathan Waters	\$408.95
Brandon Douglas	NCD	Dr. Matthew Pivec	\$454.40
Seth Sacher	NED	Chris Haughee	\$650.00
Seth Sacher	NED	Scott Stowell	\$550.00
Seth Sacher	NED	Di Spiva	\$650.00
Kyle Sullivan	SED	Kirk Randazzo	\$500.00
Kyle Sullivan	SED	Scott Stowell	\$300.00
Total			\$5,214.55

Conclusion

As always, I work hard to ensure that we are promoting the Fraternity's programs in the best possible fashion. As we move to an exciting convention season, I accept any thoughts and recommendations that any of you might have. I offer many thanks to each of you for your support and help throughout this biennium.

Yours truly,
Adam Bates
National Vice President for Programs
Kappa Kappa Psi

Appendix F – Vice President for Student Affairs

Brothers,

Below you will find a summary of my activities since the end of National Convention 2013.

Student Communication:

Hangouts: I held three hangouts this fall with attendance from brothers of multiple chapters, but still not as many as I had hoped. Attendance totaled 21 for all three combined with representation from brothers in five of the six districts. The conversations were productive and thought provoking. The hangouts also gave brothers the opportunity to discuss and learn about how other chapters and bands function. One hangout featured Vice President Bates and we discussed the Fraternity's awards and grants. The brothers who attended were glad for this opportunity to learn. Vice President Bates and I also took the time to get feedback as to why they or other brothers have not applied for these programs in the past. This information was written down and will be helpful with increasing awareness of our programs in the future.

District Officer Talks: I held a conference call with the District Officers in September. Due to technical difficulties on my end, I did not get to talk with the officers as an entire group. Once things smoothed out I was able to have a conversation with at least four of the six officers at the same time. We primarily discussed preparations and logistics for District Conventions. They exchanged ideas and advice with each other as well as asked questions about the process.

Afterwards I also made one-on-one meetings with each of them in October and November to check-in with preparations and overall how things were going in their districts. They all were doing well and making progress on their planning. At this point, some are a little more ahead with specific details than others, but no one is far behind.

Chapter Meetings: I was invited to Skype into Iota Kappa's chapter meeting in November with their Prospective Members. They were an enthusiastic group interested in asking me many questions about myself and the Fraternity. Also in November I was invited to a Prospective Member lesson for Kappa Alpha to discuss the National Organization, Programs, and Awards.

The Upsilon chapter at the University of Cincinnati reached out to me and scheduled a Skype call in early December. They provided an update of their requirements and seem to be on-track. They asked me for advice on ways to build better brotherhood, so we discussed a variety of options for them to consider. At the time, they had sent their Membership Education Program to Vice President Jack Lee and received feedback for them to consider, especially in regards to a "tradition" that each membership class does each year. It was evident they were taking a second look at their program and going to make adjustments.

General Correspondence: I have had conversations whether individual emails or Facebook messages with a range of brothers across the nation. Some District Officers, some brothers asking for advice, and others just looking to ask questions or simply have a conversation. It's been a great way for me to learn about the differences between the districts and chapters across the nation. At the Texas Bowl with the University of Minnesota Marching Band I was able to meet brothers of the Eta Phi chapter at Syracuse University. It was a quick meet and greet, but some are looking forward to seeing me again at Northeast District Convention in March.

Publications:

Like others on council, I created a YouTube video about the Vice President for Student Affairs position. I discussed constitutional responsibilities, activities that I partake in, as well as a little information about myself.

In an effort to provide the active membership with a fall update on Council activity, I created a newsletter for them to read. It discussed upcoming activities and due dates, news at Headquarters, news about the Branding Guidelines, and blurbs about Council officer activities from those who expressed a desire to do so. Due to issues with the listserv, a low number of brothers received this letter. With the listserv fixed, I hope to build a publication this spring that brothers will be interested to read, whether it be a newsletter, video, or other type of media.

Leadership Development Taskforce:

At National Convention, we reviewed the program outline with several active members. It seemed to be well received. Since then, I have participated in email and phone communication with the taskforce. One conference call has been held since July. I was unable to attend due to illness. Chair Kirk Randazzo split us into teams to begin outlining the contents of the different lessons. Kirk and I had a phone conversation mid-December discussing the taskforce as a whole and the progress that was made last biennium. Please refer to his report for more detailed information about the progress and the contents of the program.

Travel

In September I was asked by Midwest district President Patrick Determan to attend the District Day in Fargo, North Dakota. I worked with Midwest district Member-at-Large Carissa Vinovskis on Fraternity related programming. Due to attendance being all brothers from Kappa Alpha except one, the Fraternity specific time was primarily used for Carissa to conduct a chapter check-in with Kappa Alpha. Besides my few insights, there was not much else that I did on this trip.

In December I had the privilege of installing the colony at Edinboro University as the Nu Zeta chapter. I flew into Pittsburgh and was picked up by members of the Alpha Omega chapter to make the trip to Erie, PA. The car ride provided me with time to have a

productive conversation with their President Greg Williamson about their band and chapter at the University of Pittsburgh. Overall the installation went very well. There was no attendance from other chapters due to the midweek date during finals and inclement weather. It was great to see the brotherhood the two chapters had built in their short time being acquainted. Nu Zeta is very motivated and their sponsor Gary is excited to see what they accomplish and support them in their endeavors.

Miscellaneous

Listserv: We found this fall that there was an issue with the National Announcements Listserv. It seems for all members that were added in the OMRS upon the initial deployment had a default of not receiving the emails. Aaron Moore had our vendor repopulate our list with all of our active members. This seems to have fixed the issue as I had many individuals tell me they are now receiving emails. For those who would like to opt out of the email, there is an option at the bottom of all emails now.

Officer Handbook: I am starting to put together documents to help the next Vice President of Student Affairs. I am also beginning a document “things I wish I would have known when I came on council.” I think this information is going to be important as we look to encourage a greater variety of individuals to apply for Council positions in the future. It will bring new individuals up to speed about the Council and its functions quickly so they can focus on their goals for the biennium.

Future:

Travel: Apart from district conventions, in early February I will be traveling to a Membership Education Retreat in the North Central district. North Central district Vice President Nathan Fellerman invited me to this retreat to discuss leadership, ritual, and chapter functions.

Student Communication: I will continue to host monthly hangouts for students. I am experimenting with different ways to reach a variety of individuals across all districts and also increase attendance. I will be hosting another call with the District Presidents to make sure their planning is going smoothly. I will also be reaching out to the other District Officers, both current and newly elected, to check-in and provide support where I can.

Convention Office Hours: I will continue Vice President Bates’ program of having “Office Hours” at District Conventions to talk with chapters and individual members. I will reach out to select chapters as well as have the door open at convention. If anyone has specific chapter suggestions in the Northeast, North Central, and Southeast please let me know and I will attempt to set something up.

Blog: I had talked to Aaron Moore and Robert Bratcher at Headquarters about adding a blog page on the website for me to use. Due to the events this fall, other tasks rightfully took precedence over my request. It is my hope that this request can be fulfilled before

the end of the academic year to begin work on some of my goals I have for biennium from convention this summer.

Please let me know if there ever is anything you would like me to share with the students about your office's activities or programs!

Closing:

This biennium took off with great momentum. Thank you for all the advice and insight you've given me as I adjusted to serving the Fraternity on the National Council. I look forward to continuing the momentum to better our Brothers and the Fraternity!

Respectfully submitted,

Kelly Nellis
National Vice President for Student Affairs, 2013-2015
Kappa Kappa Psi

Appendix G – Vice President for Professional Relations Report

Brothers,

In a feat of scheduling magic, I look forward to attending my first winter meeting as a member of the Kappa Kappa Psi national council and participating in conversations of great importance to the future of the fraternity.

Travel

I have not traveled in an official fraternity capacity since the national convention this summer; however, as an extension of my attendance at the Midwest Clinic, I was honored to present the Bohumil Makovsky Award to Prof. Craig Kirchhoff during the Kappa Kappa Psi/Tau Beta Sigma reception at the Hyatt Regency McCormick Place. I believe we should continue hosting a reception at the Midwest Clinic, though we might consider changing to an early afternoon, lunch, or even breakfast time slot in order to avoid conflicts with other receptions that happen immediately before dinner.

Communication

Vice President Lee, President Beason, and I hope to re-launch the monthly e-newsletters to directors of bands and chapter sponsors. We postponed our letters in the absence of any clarity about the national executive director, but I expect we will resume shortly after the start of the year.

National Intercollegiate Band

Compact discs from the 2013 National Intercollegiate Band have been delivered to all of the participants, which resulted in another burst of social media activity. I look forward to working with Prof. Beth Bronk, our new national executive director, and our outstanding headquarters staff as we begin to prepare more actively for the 2015 National Intercollegiate Band over the coming year.

It remains an honor and pleasure to serve Kappa Kappa Psi and college bands alongside all of you. I hope my perspective as a college band director and relative newcomer to the organization helps add some clarity to our discussions about the business and organization of the fraternity. May our honest and spirited conversations enhance our brotherhood and further our shared mission of supporting and elevating college bands.

Safe travels to San Antonio, and see you soon!

Fraternally,

Travis J. Cross
National Vice President for Professional Relations
Kappa Kappa Psi

Appendix H – Immediate Past President’s Report

Brothers,

First, I want to again thank all of you for your work and support this past summer in Springfield. Our participants had a great experience and that is due largely to the work of people in this room.

This past fall I had the pleasure of hosting Dr. Malinda Matney, Dr. Rod Chesnutt, and Ken Corbett in Newark, DE for the Capital Campaign Committee Meeting. I am excited about the work and can’t wait to see things move forward. I have been asked to head up the student engagement piece. I plan to have some conversations with Vice President Nellis at this meeting to get her feedback on ideas. It is important to note that because this involves student engagement, we will want the council to fully support the initiative. Once a solid plan is in place, it will be sent to you all for review. I am also a member of the National Membership Education Committee and look forward to more work from this group. Finally, given my work and other professional commitments, I stepped back from the Hazing and Values Committee for this biennium.

I was happy to help the council by serving as the investigator for Delaware State University. The director and students there were welcoming and I truly feel you all made the right decision. It is tough to see the continued problems on that campus. I hope we can work through them and support the program. I genuinely feel it is a place where Kappa Kappa Psi can thrive.

Professionally, this is a great time for me. I am happy to serve on the Board of Directors for the Northeast Greek Leadership Association. I was also asked to be on the Campus Based Professionals work group for the National Panhellenic Conference and am volunteering in a role with Sigma Phi Epsilon Fraternity. This past December Dr. Matney and I had the chance to present with Will Atkins at the Association of Fraternity/Sorority Advisors Annual Meeting in Orlando, Florida.

I am enjoying my time on the council as an observer and occasional commentator. I know this has been a trying semester in so many ways with both the loss of Dale Croston and the current situation with our executive director position. I know it has strained our organization and our relationships. Now more than ever is a time to remember our values, mission, and goals. We need to let these be at the center of conversations and relationship this weekend in San Antonio. I am excited to serve with all of you and see us work with brothers to propel Kappa Kappa Psi to a new level.

Adam D. Cantley
Kappa Kappa Psi National Honorary Band Fraternity
Immediate Past National President 2013-2015

Appendix I – Chair of the Board of Director for the Alumni Association

This biennium is an exciting time for the Kappa Kappa Psi Alumni Association and the Board of Directors has focused our efforts on building an association that is sustainable and worthy of our members and Brotherhood. Three years ago the Alumni Advisory Committee defined the structure and mission of the Alumni Association and over the last year the Board of Directors has set out five principles during our year-long strategic planning process that will move the Alumni Association forward.

- Fostering mutually beneficial local relationships and opportunities between alumni and active chapters.
- Creating environments for alumni to engage with brothers through conventions and other events.
- Promoting avenues for alumni to share their skills and talents.
- Maintaining the connection between the Fraternity and its alumni with regular communication about Alumni and the National Chapter.
- Enabling alumni to support the purposes and endeavors of the Fraternity.

I will address the next 3-5 years of the Alumni Association and the benchmarks that must be reached so the Alumni Association is sustainable and able to govern itself permanently during this weekend and later this winter with the Board of Trustees, but understanding our overarching goals helps put all of our progress and efforts into perspective and tie our work into the great efforts of the National Council. I would like to thank Laura Blake who served as our strategic planning lead during this process.

Current Projects

Alumni Handbook - The Board of Directors is currently drafting an alumni handbook that will help educate our brothers and begin to bridge the gap between generations and between our graduating seniors and alumni. This project will be complete this summer and will be followed next year by a Guide for Alumni Relations Officers, a guide for active/alumni programming (reunions and anniversaries), and educational material for chapters on alumni relations.

Alumni Website and Social Media Policy – The Board of Directors approved a social media policy which will be available online in the coming month and governs how the Board of Directors uses our social media and communication as well as provides a template for talking with our members about professional and effective use of media. We hope this policy will be used as a template for the national fraternity as more brothers use social media to keep up with our brotherhood.

In the coming year the Board of Directors will be partnering with alumni volunteers and members of the National Leadership to build a new website for Alumni with resources for our members, a better infrastructure so updating the site will be easier, and a landing page for alumni members, donors, life members, and honorary brothers. The current timeline has this project completed by this fall.

Promoting Musicianship among Alumni – Amy Heavlin (AABOD) has spearheaded an effort to promote better musical opportunities for alumni and provide more information for our members who wish to connect, or reconnect, with music. Local Alumni

Associations have also been encouraged to partner with college band alumni associations and community bands in an effort to provide our brothers with more ways to grow and develop as musicians and support bands.

Membership Recruitment and Retention – Sarah Casias and Mike Napolitano have been working on improving our membership resources, build an annual membership recruitment cycle, create a plan for improving retention of first-year graduates, and support our Local Alumni Associations in their membership efforts.

Local Alumni Association Policy and Procedures – The Board of Directors approved a new internal policy for the review and approval of Local Alumni Associations and Mike Napolitano has been critical in improving our record-keeping process and determining the next steps in this important program. The new policy covers when LAA applications will be reviewed, guidelines under which we will deny applications before a vote, and other aspects of the process. Focusing on these efforts and continuing to look at options for addressing the unbelievable delays in receiving federal Tax ID numbers for our LAAs has taken priority over LAA recruitment. We hope to begin another push this fall.

During this “lull” we have approved the application of the Southeast District Alumni Association and have four applications in process. We have denied the application of the Eta Psi Alumni Association due to current issues with the band program (per our internal review process) and membership issues among the alumni which have not been resolved.

District and National Convention Planning – The Board of Directors is on pace to complete our schedule for national convention by this spring. In discussion we are looking at the possibility of a “half-price” convention fee for alumni who attend only the Friday-Sunday events (including banquet), a 5K and/or golf outing during one of the mornings, a Day of Service or social outings for the free day, and workshops tailored towards graduating seniors and active brothers for the first half of convention and workshops for alumni towards the second half.

Council Travel

This fall I attended the Collegiate Marching Band Festival in Allentown, Pennsylvania, with Eric Morson of the Board of Trustees. We found this event worthwhile for future attendance by the Board/Council as many active members, as well as alumni and parents, took advantage of our tent and materials to talk about our organizations (we partnered with Tau Beta Sigma) and connect with fellow brothers/sisters. The tent alone allowed brothers and sisters a meeting place after performances (which were incredible) and the environment seemed to split the line between our more formal presence at the Midwest festival in Chicago and the primarily social atmosphere at the Honda Battle of the Bands in Atlanta.

Summer Alumni Association BOD meeting (DLC 2014)

The Board of Directors, in addition to our monthly conference calls, will be meeting this summer in Stillwater during the District Leadership Conference. The schedule is being finalized and will allow the Board of Directors to be a visible part of the conference and connect with our fellow national leaders, while giving time for planning and not taking away from the student experience.

Northeastern University Colony

I have been proud to serve as the colony advising person for the colony at Northeastern University in Boston and I have been impressed by their efforts and the work of the colonists, sponsor, and the advising chapter (Theta Upsilon at the University of Rhode

Island). The second degree will take place in February and the colony is on track to be ready for a vote by the council in late spring. I will be traveling to URI in February to help the chapter work together during the colonization process and help them address any other chapter issues while I am there.

Conclusion

I'd like to thank all of the Alumni volunteers who make the work of the association possible, including: Stephen Barrett, Alison Beidler, Chris Carpenter, Kevin Diana, Jessica Lee, Daniel Miller, Tammi Rice, Edward Savoy (past Board of Directors Chair), and Dennis Yu. Aaron Moore and Di Spiva have been invaluable at the National Headquarters and Chris Haughee and Mike Osborn have done excellent work as advisors this year and last. I look forward to an exciting year for the Alumni Association.

AEA,

Marco A. Krcatovich II
National Chair, Kappa Kappa Psi Alumni Association Board of Directors
Life Member, Nu

Appendix J – Chair for the Board of Trustees’ Report

Brothers of the Council:

When President Beason, former Executive Director Bonner, and I met in August to discuss the work of the biennium, we recognized that this would be a busy two years. We envisioned both the tactical work of this biennium for which Christine had great vision, and the strategic work of the next 5-10 years for both Headquarters and the Fraternity for which the Board would be doing substantial preparation. The events of this quarter accelerate all of this work.

In the grand history of the Fraternity, this may be the smoothest set of circumstances for an Executive Director transition that we have experienced. That historical view does not diminish the stress of an actual transition in progress. The presidents and chairs had an opportunity to meet at the Midwest Clinic to discuss the steps ahead for search. More information about that will appear in President Beason’s report and in the discussions at the upcoming meeting. Every transition brings a moment to consider the way HQ work might shift to adjust to current needs, and this transition will bring to the fore the work already planned to examine future staffing.

The Board had already engaged a substantial agenda prior to these immediate transitional needs. Rod Chesnutt (Board Vice Chair) chairs the Development committee (Chesnutt, Cantley, Matney, and PNP Corbett), which is setting the stage for a public Capital Campaign to start in 2015. Michael Osborn serves as liaison to the Alumni Association, which has pursued considerable work this quarter toward strategic planning and deeper membership involvement. Daniel George is leading our Audit committee (George, Morson). Eric Morson serves as our scribe. While all of these Brothers and areas are preparing for strategic planning efforts, special work led by Adam Cantley (Cantley, Morson, George) is gathering benchmarking about other organizational staffing to inform our conversations. Our Board members are also sought as workshop presenters and committee members, and many serve as chapter sponsors.

This quarter has been busy, and had many moments of loss. Nobody would have predicted many of these moments, or wished them to happen under any circumstances. Our thoughts are especially with our HQ staff as they see visibly every day the loss we feel of Dale Croston and the transition of Alan Bonner. Throughout all of this, it will be important to remember that everyone in this national leadership and staff is going to need support. Nobody is immune from their own feelings of loss, although these will appear in different ways.

Fortunately, the history of our Fraternity shows us that moments of conflict have also transformed to forward movement. This Board and this Council have in many ways set the stage for substantial progress for the Fraternity. This Board is confident in the future of Kappa Kappa Psi, and look forward to what all of us do together to advance the college band movement.

Respectfully submitted,
Malinda M. Matney, Ph.D., Board Chair
Past National President 2007-2009

Appendix K – Chapter Field Representative Report: Yvonne Daye

Brothers of the Council and Board:

Overview

After a fantastic National Convention in July, I went into the fall semester with great enthusiasm. There were 29 Chapters and 2 Colonies scheduled, in which 2 visits were cancelled due to weather. I attended The Midwest Clinic and was able to reconnect with brothers I visited over the past 3 semester, and catch up with band directors I met as well. The reception was a nice addition to the clinic. I am very excited to see what comes of my final semester!

Changing up Visits

Christine asked Zeb and myself to take focus on chapters on disciplinary status, colonies and new chapters. This fall I took two day visits with two colonies, Elizabeth City State University (ECSU) and St. Augustine's University (SAU). While they are down the street from each other, are both very a different group of people. My visit with SAU was pretty short and spent more time planning out a course of action. My first day with ECSU was spent working on their colony documents, and the second day was figuring out what the role the colony wants to take in the program. In reality, my two day visits were one and a half. The colonies have given positive feedback in regards to these two day visits, since the schedule is less jam packed with meetings. I definitely felt that there was a stronger relationship built from those visits and they communicate much more frequently.

Honestly, I didn't take much focus on the chapters on disciplinary status after my visit. I send e-mails that seemed to go into a black hole and no response is given. However, if I send a text instead of leaving a voicemail I get some sign of life. This has been my means of communication with those chapters.

I had one visit with a recently added chapter, Nu Epsilon and I cancelled due to snow and illness. I have been in contact with the chapter president, but have not been able to schedule a Skype visit with the entire chapter.

Overall, I believe these focus areas with the chapters and colonies will be beneficial as it is implemented through the program more than one semester. I have learned a lot dealing with our high functioning chapters, that has helped when working with the struggling chapters.

Fall Visits

This fall I visited 9 all male chapters on HBCU campuses. A common trend I saw between majority of these chapters, was the campus student activities office raising the expectations of greek letter organizations. The GPA requirements have been raised to a 2.75, and all students are required to attend a campus Risk Management Workshop prior to any intake in the spring. These workshops have been a great asset to the chapters, by raising the awareness of hazing and that academics are a priority. Chapters such as Kappa Lambda, Iota Zeta and Zeta Eta have risen to the occasion and brought this back to their band programs through workshops presented. The GPA requirement has hindered recruitment and retention with Lambda Upsilon and Iota Mu. I worked

with these chapters to create a course of action to help build the band programs GPA through band study sessions and utilizing the campus learning center.

Eastern New Mexico University of the Beta Lambda chapter the best visit of the semester. This chapter has so much happening for it. In regards to Risk Management, the only people that are allowed to present a workshop are a lawyer, the DOB, Student Affairs or someone involved in law enforcement. The chapter has a fantastic reputation in the university, and many people from social fraternities that are enrolled in the band program have joined the chapter because of the model students that the active members have been. They raised over \$3,000.00 in the first month of school, and have allotted money for various band ensembles and music education classes that the students see a deficit in supplies (e.g: double reed making tools, string for mallet instruments, donation of a drum set, band socials, etc.).

My visit with **Zeta Sigma at North Carolina Central University** was in fact the most confusing day I have ever had in my term as CFR. My day consisted of educating the members of the chapter on chapter and national operations. I was not able to meet with the chapter as a whole, nor was I able to meet with the DOB/Sponsor. I worked with a few of the new members on the OMRS and how to turn in paperwork, and come to find out that those new members still have not been reported. I have reached out to the Chapter President via phone, e-mail and facebook in the past few months and have gotten no communication back. However, communicating with the new members has been a lot easier and they have been trying to get him to get the paperwork done.

Kappa Sigma at East Carolina University is serving as the advising chapter for the Elizabeth City State University colony. My visit with this chapter, was helping the chapter learn how to respect each other and communicate like adults. I worked with the VPM on creating a MEP, and continuing communication in finalizing this document. My biggest concern with the chapter was the Membership Ed process were the f “stump” dates where the candidates never knew what was happening when they showed up to an event. I discussed this with the chapter as a whole as well, about being more transparent amongst the chapter and the membership candidates. The chapter seemed receptive about this change, and have been in contact with the chapter president to see what happens over the course of this semester. In regards to the ECSU colony process with the chapter, there was a lot of disorganization during my visit with who the committee is to relay information to the colony. The officers appointed themselves to work with the colony and started to treat them as a MC class. While the colonists and advisors get the idea the chapter does not. I realized this AFTER my visit with Kappa Sigma when meeting with the ECSU colony. There was a lengthy discussion between the current chapter president, Cheylnn about ways to handle the colony but am completely not sure this was understood.

CFR Reports and the OMRS

I have been discussing with Aaron about using the OMRS for CFR's to type their reports. If this is done, it could help alleviate the time spent formatting the document for other things...like typing two reports in the time it would normally take for one. By inputting the reports into the OMRS, the chapters can also access this at any time even after the visited officers and chapter has graduated. Once Zeb and I are off the road in May, we

are planning to sit down with Aaron to see what magic can be made for the next set of CFR's Reports.

Evaluation and Reflection

Looking back on this past semester, I believe our active membership is in an interesting place. These students are more open to ideas and willing to set goals. The most common trend I saw were that students were lacking guidance and motivation. A lot of our chapters are coming up with great ideas but do not commit or follow through, which also shows in the lack of enthusiasm when it comes to running for chapter office. There are still many chapters that do not understand how to complete paperwork on the OMRS, and that signatures are necessary for the completion of these documents. Every chapter I visited, I made sure to see if they even did their paperwork before starting each visit. This helped with any confusion and questions that the active members had.

The goals I set for myself this fall were to relate more with students, set goals with each chapter, give chapter specific advice, to inspire and to shut up and listen more. I felt that I was able to achieve each goal in their own unique way. This semester was filled with challenges that helped me grow personally and professionally. I learned that with time management and a little organization could go a long way while on the road. I also took a piece of advice from Tina Fey, "Whatever the problem, be part of the solution. Don't just sit around raising questions and pointing out obstacles." Sometimes I have a tendency of pointing out the obvious. In fall of 2013, I planned to be more helpful in engaging students in conversations with more of a conversation instead of suggestions. Come to find out, this approach worked out for all parties involved.

This next semester, I am planning to be timelier with my reports to chapters and to upload them to dropbox more frequently. I am also working on a rotation of communication with chapters I have visited in the past semesters. I really thought this would be a lot easier when I started, but after visiting 60+ chapters it gets kind of silly and complicated.

Closing

I would like to thank the members of the Council and Board for their guidance and support during my term as CFR. Stillwater became the place I look forward coming back to and my experience during my term has been unique and positive. While Zeb and I are two different people, we've managed to work well together and I am surprised he can put up with me anymore. Thank you for this opportunity.

Fraternally Submitted,

Yvonne Daye

National Chapter Field Representative

Kappa Kappa Psi National Honorary Band Fraternity

Appendix L – Chapter Field Representative Report: Zebulon Watkins

Overview of Fall 2013

This past semester, I visited 28 chapters and four colonies and performed one colony pre-installation visit. I had a great semester, and felt that it was the most productive and professionally rewarding. Overall, I was able to have deeper and longer conversations with students about the directions of their chapters, and I felt that I was able to rise to the task of advising chapters. As in the first year, my main focus has been on the basics of the fraternity and organizational functions. I find it easier to challenge student's thinking patterns and lead them in the right direction, rather than give them a step-by-step equation for success. Overall, I've seen that our students are more than capable of thinking on this critical level and synthesizing their own solutions. This is a testament to the group that we cater to, and our mission in striving for the highest.

Positive Trends

- Striving for the Highest. One of the preconceptions that I had when I came into this position was the idea that tradition was an insurmountable obstacle for many chapters. Throughout my tenure, have been regularly and pleasantly surprised by the vast number of chapters that have proved me wrong on this, especially so this semester. I've had many conversations with members this semester about how "the old chapter" operated and how they don't want to be like that anymore. I've had many visits that seem like the chapter is in shambles in the first hour, and by the end of the day, the members are committed in the right direction. This has been especially evident in chapters on disciplinary action. All six of my visits with chapters on probation went very well, and it was evident that they were taking their status as a turning point and wanting to set a good foundation for the future.
- Outstanding Chapters. I had some of my best visits this semester and there was definitely a higher average of engagement with students. I would like to especially point out my visits with Iota (Georgia Institute of Technology), Delta Omicron (U of Connecticut), Theta Beta (Boston U), Kappa Upsilon (Marist College), Mu Iota (Jacksonville State University), and Nu Alpha (Georgia State U).

Mixed Trends

- OMRS. The use of the OMRS continues to be a mix of positives and negatives for students. Because the system has just passed its one-year mark, some reports this semester were still "brand-new" and so many students had issues with understanding how to fill them out. The biggest issue I've seen this semester is getting students to turn in signature for the Chapter Personnel Report and Initiate Reports. I have no idea how submissions over this past year compare to the past, but it does seem that students are gradually learning how to use the system and getting better over time.

Negative Trends

Overall, this semester went extremely smoothly, so I am pleased to report few negative trends. I did encounter a few chapters that were struggling, and as always there seems to be a gulf (of various degrees depending on the chapter) between how students

conceptualize the fraternity and how it actually should function. Overall, though, I saw improvements from past semesters' visits.

Evolving Approaches to Visits

This semester, the CFRs modified our visit practices to give extra visits to colonies, chapters on disciplinary status, and new chapters. All institutions that fell within these three groups received a visit (or will receive a visit in the spring), and most had extended visits of two days. In addition, each will have follow up videoconferences, so that progress can be measured over time. After trying this out over the past semester, here are my thoughts on the new approach:

- **Pros:** Overall, I found this system very effective. When first proposed, I was hesitant about how it would affect the overall visit schedule. But because of how the visit rotation fell and because Yvonne and I had covered over half of the chapters in our first year, the “added” chapter visits really didn’t put much more strain on our visit schedule. By contrast, I found that the lengthened visits allowed for a more relaxed schedule, and I was able to schedule non-traditional meetings, like second meetings on the second day with officers, meeting with executive boards, and meetings with members to hash out specifics of their progress points, such as constitution and MEP. Overall, I think that this is a good use of time and money for the fraternity, and I highly recommend continuing with the changes, and even possibly extending two-day visits to all chapter visits.
- **Cons:** For me, the extended visits were great things, and something that I did with a few other chapters, using off-days to do follow ups when I was in the same city. While I fully endorse two-day visits (both for targeted chapters and chapters in general), I see a couple of potential issues going forward with the system.
 - First, there is a potential of burning out the CFRs and affecting the overall system. The number of visits each semester will logically increase as chapters inevitably get put on disciplinary status and if we continue to see the colony growth that we have seen. This may put strains on the CFRs or might affect the bigger picture, leading to some chapters getting yearly visits, and others waiting three or more years for a visit. While this has been manageable growth in the past, the added visits for the three targeted groups might cause extra strains in the future. We got lucky with our schedule working out this semester, but in the future, it might not line up so well.
 - Second, there is a potential that the effectiveness of the CFR program will max out. I had very productive visits with many chapters, and wished that I could have had more continued interactions with them, but realistically, that is not possible. At a certain point, with two CFRs covering 210+ chapters in two years, the growth will stagnate.
- I don’t see either of these cons being major issues, but if the fraternity is to match the continued growth in numbers and chapter needs, it may need to look to new or different models of how the CFRs operate. Overall, I think that the changes have been effective at moving the program forward and should be continued in the future.

Future

In the upcoming spring semester, I will be visiting 32 chapters. My visits will be concentrated in the Northeast and Southwest Districts, with one visit in the Southeast District. I will be attending the North Central, Northeast, and Southwest District conventions. As always, I will be focusing on getting chapters to conceptualize the basic points of working as an organization and working towards the fraternity's goals and values.

Thanks

Looking at the last semester in this position, I'm very grateful to the National Council and Headquarters for giving me this opportunity. This past semester has not been the easiest for the organization, but the officers and staff have shown great grace under pressure, which has made working for Kappa Kappa Psi just as easy as any other semester. I'm look forward to getting back on the road for one more round, and ending my term strongly!

Respectfully Submitted,

Zeb Watkins
National Chapter Field Representative
Kappa Kappa Psi National Honorary Band Fraternity

Appendix M – National Executive Director Report

The following is a summary of what the HQ Staff has worked on during the past six months:

1. KKPsi & TBS Conventions & Meetings:

a. National Meetings –

2014 Winter Council Meetings - Jan 17-19, 2014 – San Antonio, TX

2014 Summer Meetings – Stillwater, OK.

July 23-25 – National Council Meetings

July 24-27 – Board Meetings

July 25-27 – DLC

Wava Memorial Dedication

KKPsi Caboose Grand Opening

2015 Winter Council Meetings – Recommend Jan 16-18, 2015 - Lexington, KY.

Pre-National Convention sessions.

2015 Summer Meetings – July 24-Aug 2, 2015 – Lexington, KY at National Convention

b. 2015 National Convention

i. We are contracted with the Lexington Hyatt Regency, Convention Center and Opera House, Lexington, KY.

ii. NIB – Julie Giroux has been contracted to be the Commissioned Composer for 2015.

iii. NIB - Joe Hermann from Tennessee Tech has been contracted as the NIB Conductor.

c. 2017 National Convention Site Search

Targeted district is the Southeast, which traditionally has been an excellent destination with Orlando serving in 1995 and 2007. 2007 was perhaps the most successful national convention ever with respect to total number of attendees. Obviously, it attracts huge numbers with all of the tourist venues in Orlando, but Atlanta and Nashville could be contenders as well. A large list of CVBs throughout the Southeast has been compiled; once we have completed the RFP for convention it will go out to this list.

2. Corporate & Music Association Partnership Reports:

a. GEICO pays both groups \$1,500 annually, plus an additional \$6 per individual quote request made by our members, whether the member buys a policy or not. So far this biennium, we have received royalties of:

Kappa Kappa Psi: \$4,490.00

Tau Beta Sigma: \$3,636.00

b. Affinity Consultants also continues to be a good partner for us, both from the standpoint of helping us protect our trademarks, but also by constantly identifying new vendors. We currently have over 80 licensed vendors on our roster. The roster can be viewed on the HQ website at <http://www.kkytbs.org/vendors.html>, and it changes on a regular basis with new ones being added, and others being eliminated on occasion. As a reminder, our contract entitles Affinity Consultants to receive the first \$3,000 of the net royalties collected annually from vendors they signed for KKPsi and for TBS, plus a

percentage of total sales over and above that amount. So far this biennium, we have received royalties of:

Kappa Kappa Psi: \$2,072.82
Tau Beta Sigma: \$351.34

c. KDT and our relationship with Ken Tracey have consistently been strong. As our sole provider for fraternity/sorority jewelry, Ken has provided great service and credibility for over 10 years. We work with Ken in the weeks ahead to determine which district conventions KDT will attend in person. A member of the HQ staff will cover any that KDT will not be attending. So far this biennium, we have received royalties of:

Kappa Kappa Psi: \$3,839.30
Tau Beta Sigma: \$2,296.15

3. Properties Update:

Stillwater Station

1. The main entrance to the Headquarters is finally rusting to the end. These steel doors have been patched and have had everything done to them to extend their useful life, but it is pretty much done. We need to replace them and soon; before winter. Expected replacement cost will be in the \$1,500 range, based on verbal quotes from the major door company in Stillwater. Official quote has come in at \$1740.00 which will include the painting of both doors. There is a 4 week lead time for the arrival of the doors. (I checked with Derrick Mills to see if this was a good bid and he stated his cost for this type and size door would be \$1200.00)
2. The siding on the rear portion of the building, installed in 2004, is buckling and pulling away from the building and is in need of repair/replacement.
3. Some of the plaster has fallen from the ceilings in the main office area and is in need of some patch repair and painting.
4. The NED office needs to be painted and have the carpet replaced. Neither have been done since prior to 1996.
5. The exterior windows need to be removed, painted, and the interior windows painted. This is a project Dale started just prior to coming on staff, but was unable to complete due to the difficulty involved in removing the outer windows without breaking them.
6. Back storage/Archives area needs to be painted and new metal shelving added. We currently have wooden shelving which is an archival hazard. In addition the shelves are designed for a smaller size box than what we have had to start using in the past few years.
7. The conference room windows need to be replaced. The current windows are sweating and have no tint to them to speak of. If we replace with a dark tinted window, that will make the conference room a usable meeting space. This area has the potential to become additional office space when TBS reinstates the CFR program or additional staff members are added at HQ.

CFR House

This past biennium we had to replace the dryer in the TBS side. This fall, the dryer on the Kappa Kappa Psi side of the house quit working. It and both washers were replaced. We anticipate replacing the refrigerators in both sides of the house during the CFR transition this summer.

For long-term planning, we may need to have the roof evaluated to see if it needs to be replaced. I am unsure when the last time the roof was replaced.

6. Computer Replacement Plan:

All computers are in good to excellent condition. A number of years ago, we established a replacement plan to spread out the costs of keeping our equipment up to date. In the 2013-2015 Biennium, our current projection is to replace the Server and two laptops. In the 2015-2017 Biennium, I project replacing the Graphics MacPro and two desktops. The remaining laptop was replaced this past summer following the truck being broken in to in Columbus on the way to Springfield. That keeps the two major expense items in different budgets, and spreads out all other computer equipment fairly evenly. According to Interworks, the server should cost out under \$5,000, and the laptops about \$2,000. We anticipate replacing computers 1-3 at the end of the Spring 2014 semester.

#1. SERVER:
Dell Server
Purchased fall 2008;
Condition: Good
Due for replacement
FALL 2013

#2. Execute Director:
Dell Notebook
Purchased FALL 2009
Condition: Good
Due for replacement
Spring 2014

#3. KKPsi CFR - Zeb
Dell Notebook
Purchased July 2010
Condition: Good
Due for replacement
Spring 2014

#4. Graphics Desk:
Macintosh MacPro
Purchased October 2010
Condition: Excellent
Due for replacement
FALL 2015

#5. HQ-ACC Desk - Aaron
Dell PC
Purchased WINTER 2011
Condition: Excellent
Due for replacement
FALL 2015

#6. Membership Svc Desk:
Dell PC
Purchased WINTER 2011

Condition: Excellent
Due for replacement
SPRING 2016

#7. Accountant Desk:
Dell Notebook
Purchased SUMMER 2013
Condition: Excellent
Due for replacement
Spring 2018

#8. HQ-EDU Desk:
Dell PC
Purchased WINTER 2011
Condition: Excellent
Due for replacement
Spring 2016

#9. KKPsi CFR - Yvonne
Dell Notebook
Purchased June 2012
Condition: NEW
Due for replacement
Fall 2016

7. Online Membership & Reporting System Update

Phase 3 was approved in June with a budget of \$38,617.50. The budgeted amount allowed us to prioritize 18 out of the 29 projects that we had identified on our wish list and needed updates identified through real world use of the OMRS. The final statement of work was for a total of 461.5 hours, and the total approved budget at that time covered the first 400 hours; the remaining items were moved to Phase 4. The majority of the Phase 3 items are now complete, with the following items having an anticipated delivery this spring:

The majority of the Phase 3 development has been smooth, but we have had continually problems with the integration of the various mailing lists available to National Council as well as some difficulty with DOBs receiving notification when forms are ready for their review. Working with Aaron, interworks reworked the code that pulls user ids for the mailing lists and reinstated anyone that had previously opted-out of one of the lists. We did receive a request that the ability to opt-out be removed from the student lists, but legally we do have to provide some means of opting out. Interworks has suggested the possibility that we remove the opt-out link and have the individual contact a member of the HQ staff to opt-out. Thus far, Interworks has handled the manual opt-out on our lists, but would provide us with the ability to login and manage the list should we choose this option.

With this fall being the first use of the OMRS to process Chapter Personnel Reports, we have had to adjust the way we process paperwork. A large number of chapters submitted payment, but neglected to submit the signed summary page signed by “active” members. In order to process as many of these as incomplete submissions as possible, Debbie marked forms that were only missing signatures as “Transaction Confirmed” and held membership cards until the signature were received. Those forms that required additional approvals or monies were held in suspense until the chapters could submit the necessary components. In December, all chapters with forms held in the “Transaction Confirmed” status were contacted to let them know what was missing. This processed also identified a shortcoming of the new Status & Membership Report which relies on a status of “Transaction Completed” in order to show information on all forms.

Interworks is currently developing their work plan for the spring and wants to know if we want to add additional items to the schedule. At present, Aaron has identified 34 proposed items for Phase 4 which will be discussed in his presentation. Each organization budgeted \$40,000 for Computer Services, and I would recommend continuing to move forward on this project.

8. Wava Memorial & Caboose Dedication

a. Wava Memorial

Plans for the Wava Memorial had been steadily progressing throughout the fall, but were derailed with the sudden passing of Dale Croston. Dale had been instrumental in discussions with contractors in receiving initial quotes for the fence and dirt work. Work resumed in October with contact with two different contractors regarding quotes for the project. Alexander Construction could not locate their initial bid and did not feel that the amount indicated was feasible. Stan Witte handled much of the maintenance/remodel work for the Duck Street house and provided an additional quote of approximately \$25,000 for the project. He put in a great deal of time working with the city determining what would meet city ordinances and whether we would need to obtain any specific permits for the project. His bid was received November 12

and expired after the 30 day window on December 12. On November 26, we were notified that Lisa Croston would be taking over point on the project for the TBS BOT and forwarded copies of the quotes to her. To date, no contractor has been secured for the project.

b. Caboose

As reported last summer, the Caboose is ready for business, except for the landscaping. Past National President Mills did complete a set of drawings a few years ago with an estimate of about \$40K. PNP Mills has been designated as the point person for the landscaping project and we have contracted Stan Witte to handle the implementation. Stan has been working on a concept design that he can take back to Derrick Mills to begin the approval process. We also need to complete the 'descriptive sign' originally conceived to describe the concept of the Caboose and to acknowledge the generous donation of \$25K from Dr. Al & Gladys Wright. It is my understanding the PNPs Ken Corbett and Scott Stowell are working on this aspect of the project. In addition to the landscaping, the outside of the caboose is in need of being repainted, and is on the schedule for this spring, also under the direction of Stan Witte. Stan spent a considerable amount of time on research and in consultation with the Sherwin Williams rep in locating a paint that would serve well on this project and be able to handle the ever-changing Oklahoma weather.

9. Staff Overview

This fall has proven to be a very difficult time for the HQ staff. The sudden passing of Dale Croston and Robert's father hit the office hard, especially coming as it did during the busiest part of the year for us. The Councils, BOTs, and students were extremely understanding and patient as we worked reduced hours in order to spend time at the hospital with Lisa during the last two weeks of September. Even with the reduced hours, the staff knocked out their work efficiently upon our return.

Even as we bounced back from the unexpected losses, the staff suffered another major blow to morale. On November 8, Alan Bonner did not arrive at the office and was unable to be reached by telephone. Later that evening, following reports on the local news, we discovered that he had been arrested in part of a large sting operation in Stillwater. Though the increased workload has caused a delay on some of the financials, I have adapted to the role of Interim NED and rely on the rest of the staff to assist with additional duties as needed.

a. Robert Bratcher continues to be a great hire! He is already hard at work on the cover and layout for the Spring Podium and hopes to have it to press in early February.

b. Zeb & Yvonne have been wonderful team players in every respect throughout the year, and their work as CFRs has been exemplary.

c. Debbie Morris has She has adapted well to the change from paper reports to the OMRS and continues to process paperwork in as quick a time frame as possible. With one person handling all receipting and processing of dues, this is quite an undertaking. The newest challenge uncovered this semester is that a large number of chapters have failed to submit signatures with their CPRs and IRFs. She is currently calling the chapters that still have outstanding paperwork issues in order to get them resolved.

f. Aaron Moore has jumped in and taken on a number of additional duties this semester following the unanticipated passing of Dale. In addition to his own work, Aaron is covering all

of Dale's duties, as well as, helping out wherever needed in the office. While the history/archives is a major component of his position, we have had to place a large part of that on the backburner this semester, but he has still managed to find some time for historical research on a number of projects.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diana Spiva". The signature is written in black ink and is positioned above the printed name and title.

Diana Spiva
Interim National Executive Director

Appendix N – Leadership Development Taskforce Recommendation

Dear Brothers of the National Council:

In July 2013, President Christine Beason asked me to chair the task force on leadership development. In doing so, she provided two goals for the group to accomplish: first, to submit a proposal and cost estimate to the National Council by its 2014 winter meeting, and second, to begin creating and implementing content based on the Council's decision. I am happy to report that this proposal and cost estimate represents the successful completion of the first goal. Before I get into specific details, I would like to offer my sincere thanks to the other members of the task force for their hard work and dedication. In alphabetical order they are: Craig Aarhus, Rob Izzo, Tanya Marsh, Kelly Nellis, and Rod Whiteman.

There are two additional documents that accompany this recommendation. The first is a .pdf file from the 2013 National Convention that outlines each of the different 'lessons' (hereafter called modules), which comprise the leadership program. These are described in detail on pages 2-4. You will notice that we envision a three-stage process. Stage One involves focusing on the individual (or internal) component of leadership. Stage Two focuses on working in a team environment (i.e., smaller groups), and Stage Three involves leading larger groups. Our expectation is that all individuals will complete Stage One, with a smaller percentage moving on to Stage Two, and an even smaller percentage completing the Stage Three modules.

The second document is a spreadsheet providing cost estimates for three options. The first is a low-cost estimate (total price \$49,620), the second a mid-price option (total cost \$77,832), and the final option represents the top-line alternative (total cost \$177,420). In each option the bulk of the expense comes from the development of a series of eLearning modules. We envision that the vast majority of leadership training will occur online through a series of modules. Additionally, we plan to augment the eLearning with a series of workshops to be conducted during District and National Conventions. It is **VITALLY IMPORTANT** that workshops are conducted at each District and National Convention. The District Conventions, in particular, represent our single best opportunity to reach a large portion of our membership. In order for the Leadership Program to be successful, the National Council will need to take over a portion of each District Convention to facilitate workshops (using approved facilitators who are competent to deliver specific material).

Based on the information included in the accompanying documents, it is the recommendation of the Leadership Task Force that the National Council adopt the mid-price option, but also include the more comprehensive Program Tracking Process from the top-line option. The Program Tracking Process is important because it helps determine who accesses and completes the eLearning modules. In the low-cost estimate, this would need to be manually recorded by a particular individual in the National Headquarters and is not reasonable given the 4000 members who would access information. In the mid-price this is a bit more automated, but requires using open-source software that does not provide much functionality and involves paying money for an individual to complete the initial setup. The top-line version relies on a fully compacted web software program that is housed by Articulate. This group would ensure that the tracking software integrates seamlessly with the eLearning modules and it offers numerous options for

reporting and monitoring. Using this group requires paying an annual cost for housing the data, but it is our opinion that this cost is minimal compared to labor saved with the other two options.

If the Council approves our recommendation, the total cost for the leadership program comes to \$81,510. This cost includes the development of all the eLearning modules, the more versatile Program Tracking Process, facilitation guides for the workshop leaders, and other associated miscellaneous costs (as listed in the spreadsheet).

Appendix O – Accompanying Materials

A number of supporting documents were not available for insertion into these minutes, but have been sent out to the National Council along with these minutes in a compressed file:

- Chapter Field Representative Spring 2011 Schedule – Yvonne Daye (pdf)
- Chapter Field Representative Spring 2011 Schedule – Zeb Watkins (pdf)
- Leadership Taskforce Recommendation (slide deck)
- Leadership Taskforce Costs Estimate (spreadsheet)

Please contact the VP for Programs if you require a copy of these materials.

Appendix N – KKΨ National Council - First Quarter e-Minutes

Participating Kappa Kappa Psi Representatives:

Christine Beason, National President
 Adam Cantley, Immediate Past National President
 Jack Lee, National Vice President for Colonization & Membership
 Adam Bates, National Vice President for Programs
 Kelly Nellis, National Vice President for Student Affairs
 Malinda Matney, Chair, Board of Trustees
 Rod Chesnutt, Vice-Chair, Board of Trustees
 Marco Kreatovich, Chair, Alumni Association Board of Directors
 Alan Bonner, National Executive Director

August 14th, 2013

Motions related to headquarters staff member bonuses have been omitted.

Motion: Move to buy fleeces for all members of the National Leadership Team (i.e. National Council, Board of Trustees, Alumni Board, and all Governors).

Vice President Lee, seconded by Vice President Nellis
PASSES

August 23rd, 2013

Motion: Allocate \$2,500 to renew sponsorship of hazingprevention.org at the Gold Level.

Vice President Lee, seconded by Vice President Nellis
PASSES

September 9th, 2013

Motion: Allocate \$5960.36 for painting the caboose and the addition of steps.

Vice President Lee, seconded by Vice President Nellis
PASSES

September 25th, 2013

Motion: Change Eta Psi chapter status from Investigative Hold to Probation, based on the recommendation of Immediate Past President Adam Cantley in his investigation report.

Vice President Lee, seconded by Vice President Nellis
PASSES

September 26th, 2013

Motion: Change Iota Omicron chapter status is changed from suspension to probation. The chapter may resume normal activities with the following conditions:

1. The Director of Bands and/or Chapter Sponsor will continue their personal, engaged involvement with all activities, meetings, rituals, and service events for a period of no less than one year to ensure that all events meet National Council standards
2. All Alumni Members of the Iota Omicron Chapter are barred from participating with any activity of the chapter for a minimum period of two years. The National Council will consider lifting that ban, based on a thorough review of chapter activities and the Director's recommendation. The Chapter will report any issues resulting from any attempts by any Alumni Member to violate this ban.
3. The chapter must meet all national obligations on-time; including, but not limited to: Chapter Fee and Member Dues, Chapter Personnel Report, Fall Activity Report, Initiate Registration Form, and Chapter Summary Report.

4. The chapter must discontinue all activities outside of the Hayes School of Music unless approved by the chapter sponsor and/or director of bands. Any use of off campus facilities should be approved for use by the appropriate parties or authorities.
5. The chapter must hold at least two Skype/Google+ meetings each semester with Vice President for Colonization and Membership Jack Lee to review the forward progress of the chapter and as an opportunity for the chapter to continue on a pathway of success.

Vice President Lee, seconded by Vice President Nellis
PASSES

October 1st, 2013

Motion: Allocate funds for fuel gift cards for Headquarters Staff members at the rate of \$35 per trip driven (50 cents/mile) between Stillwater and St Francis Hospital, Tulsa, OK between the dates of September 16th and September 26th. National Accountant Di Spiva will calculate the number of trips and distribute the cards.

Vice President Bates, seconded by Vice President Lee
PASSES

Motion: Allocate \$500 for the establishment of a Jared Croston college scholarship fund. Contributions to the fund will be promoted amongst Fraternity membership by the National Council.

Vice President Bates, seconded by Vice President Lee
PASSES

October 9th, 2013

Motion: Establish the Alpha Alpha Colony at the University of Nevada at Reno.

Vice President Lee, seconded by Vice President Cross
PASSES

Motion: move to adjust the Upsilon chapter stats to reflect probation. The following conditions will be in place:

- The Director of Bands and/or Chapter Sponsor will continue their personal, engaged involvement with all activities, meetings, rituals, and service events for a period of no less than one year to ensure that all events meet National Council standards.
- All Alumni Members of the Upsilon Chapter are barred from participating with any activity of the chapter for a minimum period of four years. The National Council will consider lifting that ban, based on a thorough review of chapter activities and the Director's recommendation. The Chapter will report any issues resulting from any attempts by any Alumni Member to violate this ban.
- The chapter must have at least a monthly Skype session with a National Council member or a member of the National HQ Staff to discuss:
 - i. MEP and related topics
 - ii. Membership selection
 - iii. Perceived attitude of superiority and arrogance
 - iv. Membership status categories
 - v. Other topics to be determined
- The chapter must meet all national obligations on-time; including, but not limited to: Chapter Fee and Member Dues, Chapter Personnel Report, the Fall Activity Report, Initiate Registration Form, and the Chapter Summary Report.

- The chapter will continue to work with President Christine Beason and Vice President for Colonization and Membership Jack Lee to revise the membership education plan and chapter constitution.

Vice President Lee, seconded by Vice President Bates
PASSES

October 18th, 2013

Motion: Place the Alpha Omicron Chapter at Texas Tech University on Investigative Hold.

Vice President Lee, seconded by Vice President Bates
PASSES

Motion: Allow Di Spiva to coordinate an appropriate flower/plant arrangement to be delivered to Robert Bratcher and his Family.

Vice President Lee, seconded by Vice President Cross
PASSES

October 21st, 2013

Motion: In light of new information, immediately rescind the Investigative Hold that was placed on the Alpha Omicron Chapter at Texas Tech University on October 18th, 2013.

Vice President Lee, seconded by Vice President Bates
PASSES

Motion: Establish a colony at Georgia Southern University.

Vice President Lee, seconded by Vice President Bates
PASSES

November 15th, 2013

Motion: Place the Eta Psi Chapter at Delaware State University on Investigative Hold pending the results of a university investigation and the removal of the university's suspension on the band program.

Vice President Lee, seconded by Vice President Nellis
PASSES

November 19th, 2013

Motion: In affirmation of the completed formal expulsion proceedings of the Mu Iota Chapter, which have been thoroughly documented at National Headquarters, expel Cedrick Boyd (Mu Iota) from Kappa Kappa Psi.

Vice President Lee, seconded by Vice President Bates
PASSES

November 25th, 2013

Motion: Establish a chapter at Edinboro University of Pennsylvania.

Vice President Lee, seconded by Vice President Cross
PASSES

Motion: Close the Mu Theta chapter at Bethel University. All members of the chapter during the 2012-2013 school year will be granted alumni status. The chapter must submit \$356.25 for the three imitates that are pending in the OMRS.

Vice President Lee, seconded by Vice President Cross
PASSES

December 6th, 2013

Motion: Accept the proposed separation agreement with Lt. Col. Alan Bonner. National Headquarters Staff will send the proposed document to Lt. Col. Bonner as soon as possible.

Vice President Lee, seconded by Vice President Nellis
PASSES

Appendix M – KKΨ & TBS Joint National Councils - First Quarter e-Minutes

Kappa Kappa Psi Representatives:

Christine Beason, National President

Adam Cantley, Immediate Past National President

Jack Lee, National Vice President for Colonization & Membership

Adam Bates, National Vice President for Programs

Kelly Nellis, National Vice President for Student Affairs

Malinda Matney, Chair, Board of Trustees

Rod Chesnutt, Vice-Chair, Board of Trustees

Marco Kreatovich, Chair, Alumni Association Board of Directors

Tau Beta Sigma Representatives:

Nicole Sanchez, National President

Dawn Farmer, Immediate Past National President

Kathryn Garrett Kelly, National Vice President for Colonization & Membership

Jonathan Markowski, National Vice President for Special Projects

Kevin Earnest, Past National Vice President for Special Projects

Amy Dauphinais, National Vice President for Communication & Recognition

Beth Bronk, National Vice President for Professional Relations

Kelly Eidsen, Chair, Board of Trustees

Sue Carr, Chair, Alumni Association Executive Council

September 13th, 2013

Motion: Allocated \$5000 (\$2500 per organization) for a reception at Midwest Clinic.

Vice President Bates, KKPsi, seconded by Vice President Kelly, TBSigma

PASSES