

**Sigma Phi Epsilon Fraternity
Meeting of the National Board of Directors
December 9, 2016
Houston, Texas**

National Directors in attendance:

Richard W. Bennet III, Central Missouri '74	Grand President	2017
Thomas B. Jelke, Ph.D., Florida International '90	Grand Secretary	2017
David R. Calderon, CalPoly-Pomona '88	National Director	2017
Garry C. Kief, Southern California '70	National Director	2019 *Phone
Cynthia Love, Ph.D.	National Director	2017 *Arrived
Friday PM		
Billy D. Maddalon, North Carolina State '90	National Director	2021
Daniel W. McVeigh, Texas Wesleyan '90	National Director	2017
Bradley C. Nahrstadt, Monmouth '89	National Director	2021
Victor K. Wilson, Georgia Renaissance	National Director	2017
John L. Emery, Arizona '17	National Director	2017
Riley D. Shearer, Montana State '17	National Director	2017 *Phone
Christopher L. Bittman, Colorado '85	Grand Treasurer	2017 *Phone

Headquarters staff in attendance:

Brian C. Warren Jr., Virginia '04	Chief Executive Officer
Kyle F. Sutton, Cincinnati '12	Chief Operating Officer
Kenneth M. Thompson, Washington '14	Information Systems & Analytics Direct.
Matthew S. Parrish, Georgia '07	Director of Advancement
Archie Messersmith, M.S., Samford '99	Fraternity Services Director

Guests in Attendance:

Call to Order

Grand President Richard W. Bennet III called the meeting to order on December 9, 2016, at 12:55 p.m. EDT.

Approval of Minutes

National Director Brad Nahrstadt moved the Board to approve the minutes of the September 17, 2016 meeting.

Seconded by National Director David Calderon

Motion passed by unanimous vote.

Statement of Strategy

Grand President Bennet opened the meeting with an amplification of SigEp's current strategy with the following statement:

“SigEp intends to make a major push on recruitment and manpower, increase BMP proficiency, have a goal for all chapters to strive for RLC accreditation, establish a policy which will drive towards Substance Free Facilities, embark on a major fund raising campaign to support our programming, and continue to recruit and nurture volunteers in support of our chapters.”

Grand President Bennet asked Grand Secretary Tom Jelke to use this statement to revisit the Fraternity’s strategic plan with a group of other directors. National Director Calderon and Student Director Jack Emery agreed to join Grand Secretary Jelke on the task force.

RLC

Grand President Bennet opened the discussion on Residential Learning Communities asking CEO Brian Warren to provide an overview of the RLC program’s current status.

After discussion the board determined the RLC should be focused on the following criteria:

1. Substance free environment
2. Faculty engagement
3. Academic support and success
4. Programming on moral and ethical decision-making

The board asked that the staff provide by the Carlson Leadership Academies a revised RLC “one-pager” clarifying the program and its relationship to other programs and awards.

The board also tasked the staff with considering what a new upper-echelon of chapter recognition should be to fill the competitive void Student Directors believe would be left if RLC accreditation is required by all chapters.

Insurance

CEO Warren provided a summary of the proposed changes to the Spring Insurance and Member Safety Bill as a result of changes to SigEp general liability insurance policy.

The changes included:

- Establishing a chapter-specific general liability account for each chapter. This account would be used to offset out-of-pocket deductible expenses incurred by the Fraternity in the event of a claim. The account would be untouched and grow while the chapter operated without a claim.
- Implementing a tiered per-man billing model. The four tiered structure would place each chapter into one of four tiers based on behavior and incidents related to member safety. Incentives would be offered to chapters adopting best practices, e.g. RLC accreditation and substance-free housing, and achieving Buchanan Cup levels of operation.
- Increasing the chapter base fees from \$550 per chapter to \$1610 per chapter and implementing tiered per-man amounts of \$80, \$120, \$140, and \$180 for the four tiers.

National Director Billy Maddalon moved the board adopt the proposed changes to the Spring Insurance and Member Safety Bill.

National Director Victor Wilson seconded the motion.

Motion passed by unanimous vote.

Recess

Grand President Bennet called a recess for the evening at 5:00 p.m.

Re-convene

Grand President Bennet called the Board back to session 9:07 a.m.

**National Director Kief was not in attendance via phone on the second day of the meeting.*

Campaign

CEO Warren and Director of Advancement Matthew S. Parrish provided an update on the capital campaign plans for the Fraternity.

Recruitment

CEO Warren led a discussion on the recruitment performance of the organization.

Discussion of Generation Z and current models and trends in recruitment led to the consensus that SigEp needs to pursue a model where recruitment takes place predominantly outside of the campus rush or formal recruitment process. The staff was asked to devise a plan to implement such a model and train chapters at the upcoming Carlson Leadership Academies in February.

Executive Session

The Board entered executive session at 10:45 a.m.

Grand Secretary Jelke departed the meeting at 11:45 a.m.

The Board ended the executive session at 12:45 p.m.

Discussion of goals and strategy

Grand President Bennet led a discussion session to advance the work of the Strategic Plan Task Force by determining goals and strategy for the organization over the upcoming 6 years.

Timeline of objectives

2023 – 6 years: All chapters are RLCs

2021 – 4 Years: All chapters Substance-free Facilities

2019 – 2 Years: RLC Requirement of Buchanan Cup

2017 – Current: Incentive-based insurance program & Formalized changes to the recruitment process

Insurance

National Director Dave Calderon and National Director Nahrstadt provided an update on the work of a small working group tasked with exploring the feasibility of alternative insurance models. The working group found that SigEp's best option is to continue to purchase insurance in the general marketplace and focus efforts on reducing loss ratios and potentially taking on more deductible risk to reduce premiums.

Summary of meeting and next steps

Grand President Bennet asked for a motion that summarizes the outcomes of the meeting and clearly states the goals and vision of the board.

National Director Nahrstadt moved that the headquarters staff is immediately charged with investigating and suggesting changes in our recruitment model; that in two years, by no later than 2019, in order to receive a Buchanan cup a chapter must be a Residential Learning Community; that in 4 years, by no later than 2021, all Sigma Phi Epsilon facilities should be substance free; and in 6 years, by no later than 2023, all chapters of Sigma Phi Epsilon should be Residential Learning Communities.

National Director Calderon seconded the motion.

Grand Treasurer Chris Bittman asked the language be amended to reference all deadlines as "no later than" the stated date.

Motion passed by unanimous vote.

BMP App

CEO Warren asked for a resolution recognizing Information Systems and Analytics Director Kenneth Thompson for his work on the development of the Balanced Man Program App.

National Director Calderon moved that the board recognize Information Systems and Analytics Director Kenneth Thompson for his work on the development of the Balanced Man Program App.

National Director Nahrstadt seconded the motion

Motion passed by unanimous vote.

Adjournment

Grand President Bennet adjourned the meeting at 1:27 p.m.

Reconvened

CEO Warren asked that the board reconvene for the purpose of approving the Houston Marriott Marquis as the location for the 56th Grand Chapter Conclave to be held in 2019 following a tour of the property.

Grand President called the meeting back into session at or about 6:00 p.m.

National Director Nahrstadt moved that the 56th Grand Chapter Conclave be held at the Houston Marriott Marquis.

National Director Wilson seconded the motion.

Motion passed by unanimous vote.

Grand President Bennet adjourned the meeting immediately following the vote at 6:05 p.m.