**Sigma Phi Epsilon Fraternity**

**Meeting of the National Board of Directors**

**Oct. 5, 2018**

**Boulder, Colorado**

**National Directors in attendance:**

Christopher L. Bittman, Colorado ’85 Grand President

Billy D. Maddalon, North Carolina State ’90 Grand Secretary

Daniel W. McVeigh, Texas Wesleyan ’90 Grand Treasurer

Charles E. Amato, Sam Houston State ’70 National Director

Bruce W. Anderson, Texas-Austin ’71 National Director

Thomas B. Jelke, Ph.D., Florida International ’90 National Director

Garry C. Kief, Southern California ’70 National Director

Bradley C. Nahrstadt, Monmouth ’89 National Director

Victor K. Wilson, Georgia Renaissance National Director

Benjamin J. Pavich, Christopher Newport ’18 Student Director

Jacob H. West, Missouri State ’18 Student Director

**Headquarters staff in attendance:**

Brian C. Warren Jr., Virginia ’04 Chief Executive Officer

Gary L. Huff, Central Arkansas ’91 Chief Financial Officer

Paul Andersen, Northern Iowa ’16 Sr. Chapter Services Director

Zac Gillman, Austin Peay ’15 Director of Growth

Matthew S. Parrish, Georgia ’07 Director of Advancement

James Poole, Virginia Commonwealth ’14 Marketing and

Communications Director

Zach W. Stull, Nebraska ’14 SENH Managing Director

**Call to Order**

*Grand President Chris Bittman called the meeting to order on Oct. 5, 2018, at 5:42 p.m. mountain time.*

**Motion to approve minutes**

Grand President Bittman entertained a motion to approve the minutes from the previous call. It was noted that National Director Nahrstadt should be added to the attendance list on the Sept. 18, 2018, minutes.

*National Director Bradley C. Nahrstadt moved the Board to approve the minutes of the May 12, 2018, meeting in Palm Springs, California, and the Aug. 31 and Sept. 18, 2018, conference calls as amended.*

*Seconded by Student Director Jacob H. West.*

*The motion passed by unanimous vote.*

**Board Governance**

Chief Executive Officer Brian Warren provided a summary of director terms, identifying terms expiring at the upcoming 2019 Grand Chapter Conclave. Warren reminded the Board that the Grand President is not able to run for re-election, but that the Grand Treasurer may run for re-election. He also noted that the terms of National Directors Garry C. Kief and Thomas B. Jelke are expiring. The Board thanked Director Kief for his service as Warren clarified that Director Kief is not eligible for re-election. Director Jelke is eligible for another six-year term.

Grand Treasurer Daniel McVeigh provided the report of the Alumni Nominations Task Force concerning the potential to improve future election processes. McVeigh cited the positive impact changes would have on important alumni relationships and the ability of undergraduates to truly experience Conclave.

The Board accepted the task force’s report and charged the staff with writing a more formal procedure for the alumni nominations process, including clarity regarding who should be involved, education provided to undergraduate committee members, consistent questions to ask nominees, and a communication plan for the alumni nominations committee to use throughout their process.

*Grand President Bittman called for a recess for dinner at 6:15 p.m. and called the meeting back to order at 6:40 p.m.*

**Bylaw Amendments**

Director Nahrstadt reminded the directors that recent appeals to the National Board of Directors have revealed a need to better define standards procedures in the Fraternity’s Grand Chapter Bylaws. Nahrstadt noted three specific issues needing attention:

* National Board appeals procedures;
* Chapter standards board procedures regarding how a chapter should handle allegations of sexual assault, domestic violence or violations that would be investigated by the university, police or courts; and,
* Chapter procedures to fill vacancies on a chapter’s standards board.

Director Nahrstadt called the Board’s attention to Article II, Section 27 (hh), and proposed new language be adopted addressing appeals procedures.

*Grand Treasurer McVeigh moved that Article II, Section 27 (hh), be modified to read: “The National Board of Directors shall have the power to uphold the decision of the chapter or remand the decision of the chapter back to the Standards Board. In the event that the National Board of Directors remands the decision of the chapter back to the Standards Board because the National Board of Directors finds that the trial and/or appeals procedures outlined herein were not substantially followed by the chapter, the Standards Board can impose any penalty at the conclusion of the second trial, including expulsion. In the event that the National Board of Directors remands the decision of the chapter back to the Standards Board for any other reason, the Standards Board must impose an alternate penalty,” and that the staff follow Article IX, Section 3, to have the Grand Chapter ratify the amendment.*

*Seconded by Student Director West.*

*The motion passed by a 10-1 vote, with Director Anderson as the dissenting vote. Anderson noted his objection to the language, not the purpose of the revision.*

No action was taken regarding the other issues initially raised by Director Nahrstadt. The Board asked the staff to work with stakeholders to identify best practices and produce a more detailed draft to the Board within 30 days.

**Residential Learning Community Task Force Report**

CEO Brian Warren explained the inception of the Residential Learning Community Task Force, noting the task force was charged with examining the accreditation criteria, accreditation process, and resources and services required to adequately support the program.

Director Anderson, a member of the task force, presented the task force’s report and recommendations. Director Anderson recognized staff member Alex Hendee, District Governor Ed Bishop, SENH Director Steve Young and Lieutenant District Governor Mike Selby for their tireless work on the task force.

Director Anderson then summarized the task force’s recommendations and reasoning behind those recommendations.

Grand President Bittman thanked the task force members for their diligence and enormous contribution to defining SigEp’s future. He suggested the Board needs additional time for careful examination of the report before adopting any of the task force’s recommendations and asked the staff to schedule a conference call focused on the task force’s report.

*Grand President Bittman called for a recess at 8:40 p.m. and called the meeting back to order at 8:50 p.m.*

**Growth and Recruitment**

CEO Warren introduced SigEp’s director of growth, Zac Gillman, to present the staff’s work over the last 12 months to reverse recent membership trends. Gillman described the staff’s framework for achieving excellent new member recruitment practices at every SigEp chapter. He then introduced the new education, services and resources provided to chapter members, specifically those members involved in the recruitment process. Gillman closed his report by sharing the results of these efforts and the potential for growth moving forward.

**Chapter Sites**

Marketing and Communications Director James Poole provided the directors an update on chapter websites. He addressed the features and benefits of the sites, especially the fundraising and chapter-specific giving pages, and the alumni portal to update personal records and contact information.

The Board encouraged the staff to move as quickly as possible to make this resource available to all of our chapters and Alumni and Volunteer Corporations.

*Grand President Bittman dismissed the Headquarters staff for a closed session with the National Board of Directors at 10:30 p.m. Grand President Bittman called the meeting back to order on Saturday, Oct. 6, at 8 a.m. in the Colorado Alpha chapter home.*

Grand President Bittman welcomed guest presenters Dr. Gentry McCreary, CEO of Dyad Strategies, and Jud Horras, president and CEO of the North American Interfraternity Conference.

**Dyad Strategies**

Bittman asked Dr. McCreary to present Dyad’s year-one assessment of SigEp chapters and individual members.

Dr. McCreary presented data reflecting feelings of brotherhood; attitudes toward alcohol, sexual assault and survivor support; motivations for joining and decision-making; and overall experience satisfaction. Following Dr. McCreary’s presentation, directors discussed strategies for increasing survey participation and how to analyze and use data provided by Dyad in future strategic conversations.

**North American Interfraternity Conference (NIC)**

NIC CEO Jud Horras provided a brief update of the NIC’s strategic initiatives, including advocacy and government relations, health and safety, and campus partnership. The Board discussed situations occurring at Yale, Harvard and West Virginia, and ways SigEp can be a better interfraternal leader.

*Grand President Bittman called for a recess at 10:40 a.m. and called the meeting back to order at 10:50 a.m..*

**Colorado Alpha Recognition**

The Colorado Alpha undergraduate chapter awarded Balanced Man Scholarships to two outstanding recipients and read brief bios about each winner. Grand President Chris Bittman also recognized AVC members Chris Gassman, Alan Robbie and Jeff Willie for their contributions to the chapter.

**Chapter Situations and Charter Actions**

Senior Chapter Services Director Paul Anderson provided a summary of the situation regarding the SigEp Connecticut Epsilon Chapter at Quinnipiac University and recommended, on behalf of the staff, that the directors follow the Quinnipiac administration’s decision to suspend the chapter for a two-year period, followed by an intense service plan to rebuild the chapter with the help of volunteers.

Director Tom Jelke suggested that the staff seek clarification from the administration on certain issues involving the returning members’ ability to organize and participate in SigEp leadership programs, as well as the ability of alumni and volunteers to gather and operate throughout the two-year suspension period. Jelke clarified that he feels these issues must be addressed in an official university letter or agreement.

Grand President Bittman motioned to suspend the charter at Quinnipiac for two years, pending an official written university agreement regarding the ability to continue cultivating undergraduate and alumni relationships during the suspension.

*Director Kief moved the Board suspend the Connecticut Epsilon charter for a two-year period coinciding with the university’s suspension, pending an official written university agreement regarding SigEp’s ability to continue cultivating undergraduate and alumni relationships during the suspension.*

*Seconded by Director Jelke.*

*The motion passed by unanimous vote.*

**Fundraising**

CEO Brian Warren and Advancement Director Matt Parrish provided a brief update on fundraising, including Founders Day of Giving and campaign progress.

One hundred percent of the National Board of Directors committed to making a donation during Founders Day of Giving. CEO Warren reminded the directors of the grand opening of Kief House following Founders Day of Giving activities.

Grand President Bittman recognized Kent Hickman for his contribution to the Rising Leaders program. The Board agreed to draft and present a proclamation to thank Brother Hickman for his generous support of the development of undergraduate brothers.

**Proclamation**

Grand President Bittman requested that a proclamation be drafted and presented to the Colorado Alpha Chapter for hosting the National Board of Directors’ fall meeting.

*Grand President Bittman adjourned the meeting at 12:02 p.m. mountain time on Oct. 6, 2018.*

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**Section 31**

The staff was charged with following emergency voting procedures described in Article 9, Sections 2 and 3, requiring a hard copy of the bylaw change be mailed to the Grand Chapter.

The second bylaw, Section 31, language change suggestion was proposed regarding handling sexual assault and sexual misconduct allegations. There was a motion to consider new language, moved by Director Anderson and seconded by Grand Treasurer McVeigh.

The Board discussed our current policy and potential concerns with adopting the new language. The staff was charged with consulting with its insurance provider and Director Amy Hecht, as well as running final language by General Counsel Douglas Nabhan. The staff believes that it can accomplish this consultation within 30 days.

The Board suggested tabling the discussion of Section 31 until the suggestions can be investigated/resolved by staff with counsel and insurance providers. Until further clarification and investigation can be completed, Section 27 and Section 2(f) should be sent to the Grand Chapter for official adoption in the interim.

**Section 2(f)**

Director Narhstadt reviewed the bylaw regarding vacancies on the standards board and how to fill the vacancy through an official election or succession process.

Grand President Bittman moved the Board to adopt the language change to clarify the election and succession process for vacancies on the standards board.

Director Jacob West so moved. Director Victor Wilson seconded the motion.

Director Bruce Anderson asked for clarification of the bylaw language regarding individual chapters’ policies and procedures for electing the standards board. Due to policy language, the Board suggested temporarily tabling Section 2(f) until Director Narhstadt can revisit the bylaw.