

# Gulf Coast Province Summer Assembly

Hosted by: Delta Gamma

Auburn, AL

June 1<sup>st</sup>-3<sup>rd</sup>, 2018

# Business Session

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# House Updates

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Delta Gamma

Perry Thompson

# Officer Reports

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# Satrap-Julianne Willis

- Charges:
  - Completed:
    - Appoint all committees and assign committee charges (Completed March 2018)
  - In-progress:
    - Preside at all assembly meetings and enforce adherence to the constitution and by-laws of the fraternity
    - Confer with Vice Satrap regularly about the progress and standings of the committees
    - Sustain communication between the Central Office and other Satraps

# Vice Satrap- Keegan Rayford

- Charges:
  - Completed:
    - Work with the Province Assembly Planning Committee to assist with the chapters hosting Summer Assembly
  - In-progress:
    - Serve as the liaison between the EC and the standing committees
    - Receive updated reports quarterly from committee chairs in order to track progress
    - Work with the Province Assembly Planning Committee to assist with the chapters hosting Winter Assembly
    - Work with Advisory/Awards committee in development of awards and scholarships

# Secretary-Emily Hailstone

- Charges:
  - Completed/In-progress:
    - Maintain province records including: contact information for executive committee, chapter officer information, chapter rosters, etc.
    - Keep minutes at all province meetings and conference calls
    - Collaborate with other officers to maintain fluid communication between the chapters and the executive committee
    - Act as a resource to chapters in regards to the Chapter Progress Report with the assistance of the GCC Delegate and Alternate Delegate
    - Maintain Province Officer email addresses and ensure passed to the next set of officers
  - Other:
    - Created semester event calendars

# Treasurer-Connor Stuart

- Created province budget which was approved by executive committee
- Successfully transferred bank account
- Filed province taxes
- Reimbursed chapter representatives attending Summer Leadership Symposium
- Working with fundraising committee to continue supporting scholarship fund



# Historian-Brittany Forseth

- Deferred to Publications committee report

# Chaplain-Todd Harris

- Deferred to Ritual committee report

# Parliamentarian-D.J. Onuaguluchi

- Charges:
  - Completed:
    - Serve as the resource to Robert's Rules, Province By-Laws, and the Constitution
    - Convene with chapter parliamentarians to discuss any barriers they are facing and ensure proper use of Robert's Rules in chapter meetings
    - Create a Robert's Rules quick guide that can be utilized by delegates at province meetings
  - In-progress:
    - Complete local ordinances template and submit to Grand Counselor
    - Ensure that all chapters' ordinances have been updated
    - Provide recommendations to Province regarding changes needed to Province By-Laws

# Immediate Past Satrap-Fernando Diggs

- Deferred to Elections committee

# Supervisors Report

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Province Supervisor-Harry Marcelin

Province Assistant Supervisor-CJ Duru

# Committee Reports

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# Legislative/Risk Management

- Deferred to Legislative update

# Province Assembly Planning

- Charges:
  - Completed:
    - Establish contact with the other members of your committee and get their contact information
    - Assist the province Vice-Satrap and the Host Chapters in organizing the Assembly
    - Coordinate CE activities with the host chapters of Assembly and province Vice-Satrap
    - Establish monthly contact to aid the host chapters
    - Assist province Vice-Satrap in establishing deadline for completion of planning portions of assembly
  - In-progress:
    - Contact future host chapters and prepare the chapters to host assembly
      - Currently in contact with Austin Simmons (Epsilon Kappa - Belmont) about Winter Assembly
    - Develop and maintain an active list of the order of collegiate chapters to host summer and winter assemblies and to display on the province website
      - Will announce at Assembly with help from Province Exec
    - Assist in to establishing a written manual to aid future host chapters hosting assembly and publish on province website
      - Currently keeping records of assembly planning
    - Contact graduate brothers and chapters near host chapter to aid in assembly planning
      - This is one area that can be more useful in the future. It was not utilized heavily in current planning.
- Other:
  - In the remainder of the year I will assist Epsilon Kappa in the planning of Winter Assembly. We have plans for a short meeting during Summer Assembly and will have a Skype session during the summer to discuss future plans.



# Publications

- Website is being kept up to date
- Photo policy is being followed
- All chapters submitted MASK articles for the Spring issue
- Upcoming for publications committee
  - Plans for fall newsletter later in the year
  - Brother of the week coming back around the start of the academic year
  - Plan to work with finance committee to see if store can be set up on website

# Advisory/Awards/GCD

- Charges:
  - Completed:
    - Established rules and regulations to by which to abide when utilizing the province logo.
      - Link to the Google doc:  
[https://docs.google.com/document/d/1mWb09\\_pd1nu986BQHwDPABRybtgTMvo19JaN4egoc-E/edit?usp=sharing](https://docs.google.com/document/d/1mWb09_pd1nu986BQHwDPABRybtgTMvo19JaN4egoc-E/edit?usp=sharing)
  - In-progress:
    - Currently serving as advisors to province exec.
    - Establish new and update award criteria for recognition of chapters and individual brothers.
    - Update criteria for a general leadership scholarship to be awarded at winter assembly (Minimum amount of \$150).
    - Promote Awards and Scholarships to chapters and brothers.
    - Assist province Vice-Satrap in the development and procurement of award plaques, certificates, etc.
- Other:
  - As many of you probably remember we handed out awards at winter assembly last year, so our goal for the summer is to update and refine our criteria for awards and the leadership scholarship.
    - Keep an eye out for updates on scholarship as we get closer to January ☺
  - Currently working with Brooke and the Fundraising Committee, after we established the rules and regulations for the logo. We decided to open up a fundraiser to help build our scholarship fund and that is currently on going.

# GCP Logo Established Rules



- The official colors are Cadet Grey and Scarlet
- Don't stray from the color palette unless blending into a t-shirt
- Don't stretch or disorient the logo
- Do not add shadow to the logo or make 3 dimensional
- Do not add extra graphics to the logo
- There is no minimum size
- There is no maximum size
- Do not change the font of the text

# Province Development/Graduate Relations

- Charges:
  - Completed:
    - Created Facebook forum for chapter EC's to improve communication between chapters in our province
    - Survey Chapter Regents to identify perceived chapter weaknesses to be addressed at Summer Assembly
  - In-progress:
    - Creating a comprehensive survey to collect information from chapters to help identify the strengths and weaknesses to improve chapter operations
- Other:
  - Future initiatives will be focused at improving graduate chapter involvement and create networking opportunities between student and alumni chapters!

# Finance/Audit/Fundraising

- Charges:
  - Completed:
    - Establish contact with the other members of your committee and get their contact information
    - Assist province treasurer in developing a budget for current Province expenditures by March 15
    - Assist province treasurer in developing a proposed budget for potential Province expenditures by March 15
    - Assist treasurer in maintaining square and PayPal accounts
  - In-progress:
    - Research a sustainable general scholarship fund for the province and present at next Winter Assembly (Mutual Fund, Foundation Scholarship, etc.)
    - Encourage and acquire donors for this scholarship
    - Audit any individual or group who possesses Gulf Coast Province funds or property if requested by Province or Satrap
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    - Develop at least 2 fundraising items per year to present at the first informal committee report
      - GCP shirt currently for sale on the website!
    - Develop one fundraising event for a portion of the proceeds to contribute to the Kappa Psi foundation and/or province scholarship fund
    - Utilize the province logo on at least one fundraising item
    - Establish a packet of merchandisers that can be utilized for fundraising efforts
- Other:
  - Assisted Philanthropy Chair, Wade Dickerson, in the creation of a Fundraising/Philanthropy Workshop for GCP brothers

# Philanthropy

- Charges:
  - Completed:
    - Establish contact with the other members of your committee and get their contact information
  - In-progress:
    - Establish a province philanthropy and support the national philanthropy, Reach Out and Read
      - In contact with Reach Out and Read to make contacts
      - Screening possible organizations for philanthropy
    - Support chapters in their philanthropic projects and promote inter-chapter collaboration
      - Compiling each chapter's plans for events
    - Establish one philanthropy event to occur at each assembly and Grand Council Convention to be presented at the first informal committee report
      - Summer Assembly: Reach Out and Read
      - Winter Assembly: Project C.U.R.E.
      - GCC: TBD

# Ritual

- Charges:
  - Completed:
    - Establish contact with chaplains/ritualist from each chapter.
    - Coordinate with the National Risk Management and Ritual Committee to maintain compliance with national policies
  - In-progress:
    - Assist province chaplain to update the list of regalia each Chapter currently has and promote the addition of regalia (some chapters completed)
    - Help chapters to develop fundraisers and in contacting graduate brothers to aid with purchase of regalia
    - Establish a current list of regalia needed/wanted at each chapter. (some chapters completed)
    - Promote Graduate Chapter or Executive Committee involvement in the ritual of initiation in conjunction with the Province Development Committees by creating a list of all initiation dates to share with the Gulf Coast Province
    - Inquire and gather updated details regarding each chapter's process member intake process in order to assess compliance with the risk management policy and overall effectiveness (some chapters completed)

# Elections

- Committee is still being finalized



# Legislative Update

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D.J. Onuaguluchi

# Roundtable Development Seminars Session # 1

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10:45 AM - 11:45 AM

# Round Table Information

- **Roundtable 1: Ritual**
  - Presenter: Todd Harris
  - Location: 1206
- **Roundtable 2: Philanthropy and Fundraising**
  - Presenter: Wade Dickerson and Brooke Gooderham
  - Location: 1315
- **Roundtable 3: Membership and Recruitment**
  - Presenter: Fernando Diggs
  - Location: Walker Flat (1106)
- **Roundtable 4: Alumni Relations**
  - Presenter: Julianne Willis
  - Location: 1114

# Lunch

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11:50 PM to 1:00 PM

Byron's BBQ

# Philanthropy Overview

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Presenter: Richard Glaze

# Resolutions and Awards

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# Next Chapter Hosting Assembly is.....

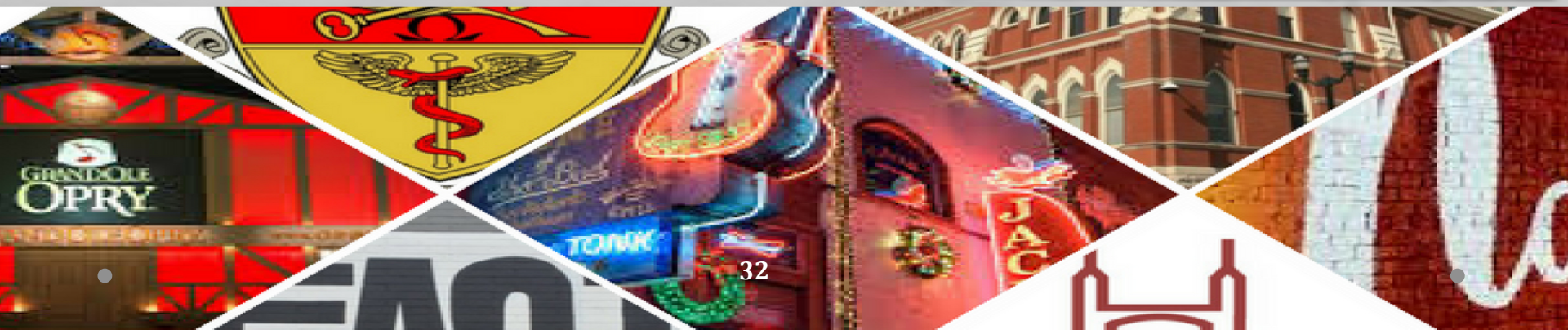
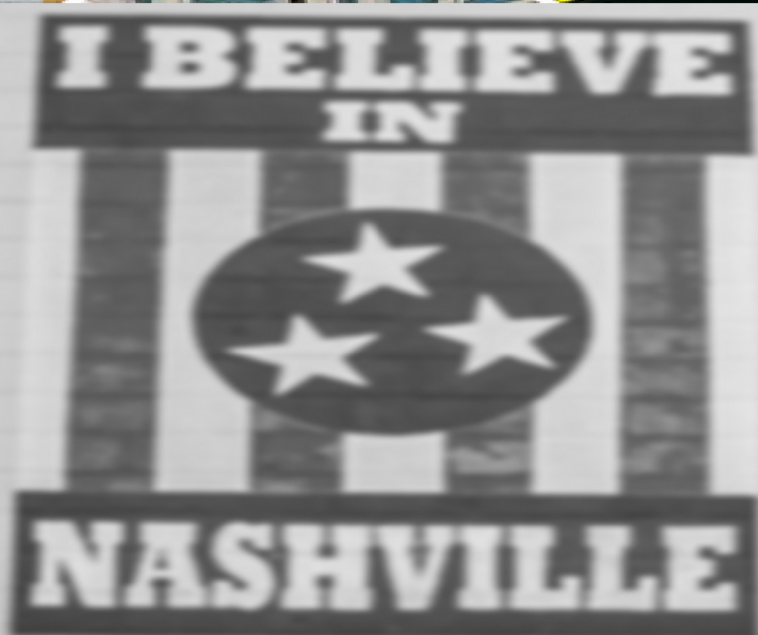




# Kappa Psi

## WINTER ASSEMBLY

January 4-6, 2019  
Nashville, TN





Roundtable  
Development Seminars  
Session # 2

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1:45 PM - 2:45 PM

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# House Updates

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# Evening Events

- **6:00 PM to 7:15 PM ~ Dinner: Niffer's Catering**
  - Location: Walker Building Flat (1106)
  - Attire: Casual
  - Recommended Transportation: Self Parking
- **8:00 PM to 11:00 PM ~ Evening Social Event**
  - Location: Sky Bar (Downtown Auburn)
  - Recommended Transportation: Uber/Lyft
- **Sunday, June 3rd, 2018**
  - 10:00 AM Suggested Brunch Time
  - Suggested Locations: The Hound (\$), Acre (\$\$), Live Oaks (\$), The Depot (\$\$)