

**SIGMA PI FRATERNITY
POLICIES AND GUIDELINES MANUAL
(April 2008)**

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SIGMA PI FRATERNITY GRAND CHAPTER POLICIES AND GUIDELINES MANUAL

Introduction and Purpose

With more than 75,000 living brothers and 188 chapters, colonies and alumni clubs, it takes a great deal of effort to keep Sigma Pi thriving. The Fraternity is fortunate to have a professional staff that is dedicated, hard working, and lives Sigma Pi.

As good as our paid staff is, we would be unable to operate without our many volunteers. Our Chapter Directors and Province Archons are the life blood of the Fraternity. Together, they have their finger on the pulse of our undergraduate chapters and are the first line of communication with them. Teamed with our elected volunteers on the Grand Council and Sigma Pi Educational Foundation, the Province Archons and Chapter Directors help ensure that Sigma Pi will prosper for generations to come.

Of course, the efforts of our staff and volunteers are primarily for the benefit of our most important members - our undergraduate brothers. Sigma Pi's goal is to provide them with the opportunity to have a fraternal experience that is as good, or better, than that our alumni enjoyed.

This does not mean that our alumni are unimportant. It is also our goal to extend the bonds of brotherhood as a life-long experience and to provide opportunities for our alumni to participate in, and benefit from, programs designed for them.

This manual is intended to clarify the roles of our paid staff, alumni volunteers and undergraduates, as well as to detail the policies and procedures that are used to operate Sigma Pi on a day-to-day basis.

Organization

The Grand Chapter of Sigma Pi, assembled biennially at the Convocation, is the supreme governing body of Sigma Pi Fraternity, International, while in session.

Between Convocations, the Grand Council, comprised of the elected officers of Sigma Pi Fraternity, International, is the supreme governing body of Sigma Pi. The Grand Council consists entirely of alumni volunteering their time and talents.

The Grand Chapter and Grand Council establish policy and make decisions for the Fraternity. The Executive Office Staff implements the policy and decisions, and is responsible for the day-to-day operation of the Fraternity. Of course, the knowledge and experience of the Executive Office Staff members make their advice essential to the process of establishing policy.

Province Archons and Chapter Directors are alumni volunteers appointed by the Grand Sage for specific purposes, and assist the Executive Office staff in carrying out the policies and decisions set by the Grand Chapter or Grand Council.

The various committees of Sigma Pi, with alumni and undergraduate members appointed by the Grand Sage, assist in carrying out the policies and decisions set by the Grand Chapter or Grand Council.

The Sigma Pi Educational Foundation, Inc. is a 501(c)(3) charitable corporation and exists separate and independent from Sigma Pi Fraternity, International. The purpose of this charitable corporation is to raise funds to provide financial support to qualified members of Sigma Pi through scholarships, and to financially support the educational activities of Sigma Pi Fraternity, International. These goals are of equal importance, as both benefit the members of the Fraternity. The Foundation's members and officers are chosen according to its own by-laws. The Foundation communicates

regularly with the Executive Director and Grand Council to ensure that the needs of the Fraternity are being met.

The chapters, colonies and alumni clubs of the Fraternity are the reason for the existence of this organizational structure. Their representatives constitute the vast majority of the voting power of the Grand Chapter.

Grand Council

The members of the Grand Council serve without compensation, and devote countless hours to the Fraternity they love. It is the Grand Council's policy to be visible representatives of the Fraternity. In addition to Convocation, Sigma Pi University and the Mid-Year Leadership Conference, each member of the Grand Council is more than willing to appear or speak at provincial workshops, chapter retreats, Founders' Day celebrations, Orchid Balls, rush events, initiations, or any other fraternity function, within the time limitations of their personal schedules.

The Grand Sage may be asked to attend events three to four weekends a month. All Grand Council members have frequent commitments to Sigma Pi events, as well as family and professional obligations. As a courtesy, invitations should be extended as long before an event as possible to allow the Grand Council member to arrange his schedule.

It should also be noted that Grand Council members are not reimbursed for travel to events other than Convocation, Sigma Pi University, Grand Council Meetings, and charterings. The host chapter should consider providing a hotel room or the cost of the banquet, etc. when a Grand Council member visits. If he is flying, it is also helpful to provide transportation from the airport to the event, to save the expense of a rental car.

When inviting a Grand Council member to an event, it is helpful to let him know: the date of the event and the time it is scheduled to begin and end; whether dress for the event is formal, business, or casual; whether he will be asked to speak and, if so, for how long; and what arrangements or expenses the chapter will be making for him.

Every Grand Council member is honored to be invited to participate in events at our chapters and colonies, and will attend whenever possible.

Executive Office

The Executive Director (ED), also known as the Chief Operating Officer (COO), is the administrative head of the Executive Office. The ED is a paid employee of the Fraternity and is hired by, and reports to, the Grand Council. The ED supervises the operations of the Executive Office and the employed staff of the Fraternity, the business dealings of the Fraternity, and the health and growth of its subordinate bodies. The ED is also an *ex officio*, non-voting, member of the Grand Council.

The Assistant Executive Director (AED) assists the Executive Director in carrying out his duties, as delegated.

The Director of Chapter Services trains the traveling field staff, develops programs, and assists the alumni volunteers in working with the chapters.

The Director of Expansion is responsible for identifying campuses at which the Fraternity would like to begin a chapter, making expansion presentations, coordinating interest groups considering colonizing, assisting interest groups in recruiting, and training to become eligible to colonize. He is assisted by other expansion consultants.

The Director of Volunteer Development is responsible for recruiting and training Chapter Directors, Province Archons, and Alumni Advisory Boards.

Educational Leadership Consultants (ELCs) are the traveling field staff of the Fraternity. There are usually four on staff, one for each of the regions (northeast, mid-west, south and west). ELCs are usually assigned to a region other than the one in which they attended college. ELCs are responsible for visiting the chapters and meeting with the officers, chapter members, Chapter Director and university Greek advisor. They should identify the strengths

and weaknesses of the chapter and develop a plan to help the chapter be more successful. A report of the chapter visit is forwarded to the Executive Office and Grand Council.

The Director of Communications oversees all general communication with both undergraduate and alumni members. He is the Managing Editor of The Emerald, and has responsibility for the Executive Office Bulletin and The Keryx. He is also responsible for coordinating the design and content of the Fraternity's website.

Staffing of Executive Office Staff positions will be decided by the ED as the budget allows.

Province Archons

The Province Archon (PA) is an alumni volunteer responsible for supervising the chapters, colonies and alumni clubs in a geographical area. There are presently 32 provinces. PAs are appointed by the Grand Sage. Ideally, a PA should be at least 25 years old and should have experience either as a Chapter Director or member of the Executive Office Staff. It is preferred that a PA not be a current member of the Grand Council.

The PA should visit his chapters at least twice each year and should contact them by telephone or e-mail monthly. He should also recruit a Chapter Director for each of his chapters when a vacancy occurs and communicate with his CDs at least once per month.

Each PA should organize a Province-wide educational workshop at least once per year. The PA is also responsible for assisting with the colonization and chartering of chapters within the province, and meeting and working with university officials as needed. PAs should also be prepared to appear at celebratory events such as charterings, colonizations, Founders' Day, and initiations.

PAs are expected to attend Convocation and Sigma Pi University.

Chapter Directors

The Chapter Director (CD) is an alumni volunteer responsible for supervising a single chapter and doing his best to see that the Constitution and Bylaws are followed by his chapter. CDs are appointed by the Grand Sage.

Ideally, a CD should be at least 25 years old. It is preferred that a CD not be a current member of the Grand Council. The CD is not required to be an initiate of Sigma Pi - in fact a number of women have served in this role.

A CD should attempt to attend 2 to 3 brotherhood meetings a month, as well as pledging and initiation ceremonies, if the CD is an initiated brother. He should make sure his chapter is properly trained in, and uses, the Ritual.

The CD should report frequently to his PA, either by telephone or e-mail, at least monthly. He should also assist the PA in organizing and carrying out educational workshops in the Province.

CDs are expected to attend Convocation and Sigma Pi University.

Committees

To assist the Executive Office and Grand Council, many alumni volunteers serve on various committees. The committees typically do their work through exchanged e-mails or through conference calls. They also meet in person at Convocation. All committee members are appointed by the Grand Sage and are reappointed every two years. A member of the Grand Council serves as liaison to each committee.

There are three standing committees required by the Bylaws of the Fraternity: Expansion, Housing and Scholarship. The bylaws also require the Grand Sage to appoint a Nominating Committee and Audit and Budget Committee for Convocation. All other committees are formed by the Grand Council and exist while needed.

Chapter Standards

Each chapter or colony shall, at a minimum, remain in good standing by meeting the goals of maintaining an active brotherhood of at least 25 men, as well as a zero financial balance with the Executive Office. The chapter will abide by the Constitution and Bylaws of the Fraternity at all times, particularly with regard to the proper reporting of pledges and initiates, financial obligations, and risk management policies. Failure to attain and maintain these minimum requirements may result in disciplinary action by the Grand Council.

Chapter Reports and Fees

With more than 128 chapters and colonies, it is essential that our undergraduate officers cooperate with the Executive Office by filing reports and paying bills in a prompt manner. Far too much time is spent by the Executive Office staff sending follow-up reminders.

By the 10th day of each month, the Sage, Third Counselor, and Fourth Counselor should have filed their respective reports. Pledge forms with the \$100.00 fee attached and initiate forms with the \$325.00 fee attached must be filed within ten (10) days of the pledge or initiate ceremony.

The Convocation assessment of \$350.00 is due December 1 and April 1 (\$700.00 total).

Liability insurance bills must be paid in full by October 31 each year.

The Declaration of New Officers should be filed by the Fourth Counselor within 10 days of their installation. He must also file the summer address form and roster of graduates before the end of the school year.

The Grand Council will notify any Chapter with unresolved pledge or initiate reporting issues that it has 30 days to correct the delinquency. If the chapter or colony fails to properly report pledges or initiates within 30 days, the chapter Sage, Third Counselor, and Fourth Counselor are subject to removal

from office and suspension from the Fraternity. A chapter is also subject to being fined for each improperly registered pledge or initiate.

The Gold Standard and Efficiency Points

Open and frequent communication between the chapters and the Executive Office is the best way to ensure the success of our chapters and to recognize and reward them, as well as to quickly identify and address potential problems or risks facing them. The Fraternity uses two reporting systems to encourage communication.

The Gold Standard has been adopted by the Grand Council as a method of evaluating the performance of all chapters. It is based largely on self-reporting and documentation by the chapter, and every chapter is required to annually complete a Gold Standard report by the end of each academic year. The failure to submit a Gold Standard report will subject a chapter to a \$250.00 fine and placement on probationary status. A second consecutive failure will result in a \$500.00 fine and charter suspension pending a chapter review by the Executive Office and disciplinary action by the Grand Council. The Executive Director would have the authority to waive any of these penalties if the Gold Standard report is submitted late, but any chapter submitting a late report shall remain ineligible for Grand Sage, Grand Council, or Grand Chapter awards. The Gold Standard rates all aspects of chapter operations, as well as special activities of individual brothers. The Executive Office establishes and periodically revises the Gold Standard criteria.

The Efficiency Point system awards points to a chapter each time a report, document, payment or other submission is filed with the Executive Office in the time required. Perfect efficiency is 1000 points; chapters scoring at least 800 points are recognized with an award.

Scholarship

Each chapter shall have a scholarship committee to establish academic goals for the chapter. The chapter should strive to maintain a GPA above the all-

men's and all-fraternity average.

All chapter officers and committee chairmen shall maintain acceptable academic standing in accordance with the requirements of their university.

The chapter shall recognize academic excellence in individual brothers or pledges with awards established by the scholarship committee.

The Sigma Pi Educational Foundation, Inc. has a number of scholarships and awards available to undergraduate and alumni brothers, based on academic performance and service. All brothers are encouraged to apply.

Image

Sigma Pi has long struggled to overcome the negative perception many people have of fraternities. Often this negative image is of our own making.

Neither Sigma Pi Fraternity, International, nor any of its chapters, colonies or alumni clubs shall co-sponsor any event with a manufacturer or distributor of alcoholic beverages, or any group that supports illegal or immoral activities, or any group that discriminates based upon race, religion or creed.

T-shirts, party favors, posters and themes for rush or social events should reflect positively on Sigma Pi and should not emphasize alcohol, unchivalrous attitudes toward women, or racial or ethnic stereotypes.

Experience has shown that no matter what context or humor may be intended, negative public relations will result. Instead, Chapters must emphasize the history, strength, leadership and brotherhood of Sigma Pi.

Similarly, the conduct of individual brothers or chapters when in public should be exemplary. Alcohol abuse, fighting or rude behavior while wearing our letters embarrasses all of our brothers.

Charter Revocation, Charter Suspension, Chapter Trusteeship and Membership Review

Unfortunately, the conduct of our brothers in some of our chapters necessitates disciplinary action against the entire chapter. This is usually the result of a violation of our Constitution or Bylaws, or of university regulations. It can also result from a consistent failure by the chapter to maintain the minimum standards for chapters as set forth above.

Chapter Revocation

When a chapter consistently violates the provisions of the Constitution or Bylaws, or when a single violation occurs that is deemed to be particularly serious, the Grand Council may vote to revoke the charter of a chapter. Revocation may also occur when the number of active brothers falls so low that the chapter is no longer viable. Upon revocation of the charter, all active brothers are placed on alumni status, unless their membership has been revoked. The charter, Ritual equipment, manuals, composites, and other fraternity property shall be collected and delivered to the Executive Office. Alternatively, these items may be entrusted to an alumnus. The closed chapter will be notified that it is forbidden from using the name and symbols of Sigma Pi and the host institution shall be immediately notified of the revocation.

Charter Suspension

At his discretion, the ED may suspend all activities of a chapter for a period of two weeks, pending further disciplinary action by the Grand Council. This action may be taken when the ED determines that the chapter has engaged, or intends to engage, in conduct that violates the risk management policies of Sigma Pi.

Chapter Trusteeship

As an alternative to revocation, the Grand Council may place a chapter under trusteeship. The trustees are alumni appointed by the Grand Sage who will

monitor the activities of the chapter, supervise meetings, and assist the chapter officers in developing and implementing effective programs and operations. The Gold Standard should be used as a guide for meeting these goals. The trustee board will periodically report to the EO on the progress of the chapter and recommend when the chapter's status should be modified.

Membership Review

To avoid a revocation of charter, the chapter may undergo a membership review. A review board comprised of EO staff, GC members, a PA or CD, or other appropriate alumni shall interview each active member to determine whether he should continue on that status, be placed on alumni status, or be referred to the GC for revocation of his membership. A membership review will often be done as part of a chapter trusteeship.

Chapter Visitation

Every chapter should be visited by the ELC for its region at least once each academic year. The chapter will receive advance notice of the scheduled visit, which should last approximately three days. The chapter should schedule brotherhood and executive council meetings during the visit, and have all chapter records and Ritual equipment available for review. The chapter should also schedule an appointment for the ELC with the university's Greek advisor. A report of the visit will be filed in the Executive Office by the ELC, with copies sent to the Grand Council.

As a matter of brotherhood and courtesy, the chapter should make a bed available to the ELC for the duration of his visit, preferably not at the chapter house.

Emphasis Chapter

Chapters that fail to maintain the minimum requirements of the Bylaws and of the Chapter Standards section for more than one semester may be designated an emphasis chapter. An emphasis chapter is one which is struggling to maintain viability and requires extra assistance to overcome one

or more major obstacles to successful operations. The Executive Office determines which chapters are placed on this program, and will maintain and revise the program as needed. The region's ELC will work with local alumni to adapt and implement the program for the chapter.

An emphasis chapter will receive two or more visits by its ELC during the academic year, with longer visits than usual. The ELC will work with the chapter and local alumni to identify the problems facing it, and their cause. Together they will develop goals to overcome the obstacles facing the chapter and the ELC will instruct the brothers and officers in how best to reach those goals.

The ELC will continue to closely monitor the progress of the chapter and report regularly on its progress to the Executive Office and Grand Council.

Expansion

The Grand Council and Executive Office are committed to the growth of the Fraternity through aggressive expansion. While special emphasis will be placed on dormant chapters, the Fraternity will seek to colonize on any campus with a strong Greek community.

The ED or Director of Expansion is to promptly respond to any inquiry about colonization from an individual or interest group. Once an inquiry is received the expansion committee will immediately determine if the campus is appropriate for colonization. If deemed appropriate, the interest group will immediately be advised of the requirements for colonization. The Expansion Committee's Policies and Guidelines Manual will direct the colonization and chartering process.

An interest group will be permitted to form a colony when it has 25 men ready to pledge, including payment of the pledge fee. The Director of Expansion should assist the interest group in recruiting the men necessary to meet this requirement. If possible, the colonization ceremony should be conducted by a Grand Council member, Past Grand Council member, PA or other prominent alumnus.

After colonization, the expansion department will supervise and assist the colony in progressing toward chartering. This will include instruction in chapter operations and risk management policies, obtaining housing, and performance of philanthropic or community service activities. When these requirements are met, and the colony has pledged at least five (5) men more than the average of the membership of the other NIC member fraternities on campus, who are ready to be initiated, it may be approved for chartering by the Grand Council. The colony is encouraged to make the chartering ceremony a memorable event. If a dormant chapter is being re-chartered, alumni from the closed chapter should be invited. Prominent alumni residing in the area may also be included, as should the dean or president of the university. Parents of the initiates are often also included.

The chartering team should include the Grand Sage, or another member of the Grand Council in his place, and the PA for the new chapter. It is appropriate for the chapter to host a formal dinner following the chartering.

Convocation

The Convocation of the Grand Chapter is held in even-numbered years. The Bylaws require that the location rotate regionally; northeast, midwest, south and west. It is typically held in late July or early August. Convocation is essential to the growth and progress of Sigma Pi, so a chapter or colony is subject to a fine if it fails to register a delegate.

The Grand Council believes that the experience of attending Convocation, especially for our undergraduates, is enhanced by choosing a premium hotel whenever affordable. The site is preferably to be in a “gateway” city with a major airport to facilitate travel and encourage attendance. The program should always include a group social activity and the Grand Council should endeavor to recognize and reward those chapters that have displayed superior performance in the last biennium.

The Convocation is also an opportunity to recognize and honor as a positive example those men chosen to receive a Founders’ Award.

Alumni volunteers, particularly the PAs and CDs should be encouraged to attend Convocation and be recognized for their hard work.

Undergraduate delegates and certain alumni volunteers will receive partial reimbursement for attending Convocation (See Expenses).

Sigma Pi University

Established in 1999, Sigma Pi University (SPU) is an intense, three-day leadership school held in late July or early August. In 2007 the program was renamed Sigma Pi University, The Tony Siress Career and Education Institute, in recognition of brother Siress' endowed support of SPU.

Undergraduates are grouped into chapters and share rooms together in a dormitory setting. The programs will run from Thursday evening through Saturday and include a barbeque or other social event. Dress is casual.

There will be dozens of classes and presentations in many areas of chapter operations or personal development, presented by many speakers and facilitators. The information available at SPU is so important to the growth and success of our chapters and colonies that failure to send at least one registered attendee will result in a fine for that chapter or colony.

There are also a number of programs designed to assist and support alumni volunteers.

Undergraduates and alumni volunteers are responsible for their own expenses in attending SPU (see Expenses).

Mid-Year Leadership Conference

Sigma Pi is committed to providing educational programs throughout the year, not just at Convocation or SPU, particularly since newly elected officers are usually installed in January.

The Mid-Year Leadership Conference is a two-day program designed to train Sages, Third Counselors, and one other chapter officer at the start of their terms in office. Chapter Directors are encouraged to participate with their officers so they are familiar with the information as well. The conference also has separate programming for CDs and PAs.

The Mid-Year Leadership Conference is currently held the first weekend in February. Participants should plan to arrive Friday afternoon and stay through Sunday morning. The conference is currently held in St. Louis at a hotel near the airport to be centrally located to participants. Dress for the conference is casual.

Attendance for the Mid-Year Leadership Conference is encouraged, but not mandatory. Some costs will be included with registration (see Expenses).

Provincial Workshops

Provincial Workshops are usually one-day programs organized by a Province Archon for the chapters and colonies in his province, although those in nearby provinces may also attend. Attendance by both initiated brothers and pledges is encouraged. Grand Council members or other prominent alumni are often featured presenters on a variety of topics.

PAs are encouraged to organize these workshops, and chapters are encouraged to attend, both to take advantage of the program and to develop friendships among the local chapters. Dress for the workshops is generally casual.

Some costs for the program may be reimbursed (see Expenses).

Expenses

Convocation: All undergraduates or alumni participating must pay a full or partial registration fee. Full registration includes Convocation materials, several meals, and a favor. Partial registration includes only Convocation materials.

The delegate (not alternate) for each undergraduate chapter will be reimbursed one-half of the cost of a standard room. To be eligible for reimbursement, the chapter must have a zero balance with the Grand Chapter and the delegate must attend all business sessions. Failure to attend a business session will result in a proportionate reduction in the reimbursement.

PAs and CDs must pay the registration fee established for their office. PAs and CDs will be reimbursed one-half of the cost of a standard room, provided they attend each scheduled business session. Absence from a business session will result in a proportionate reduction in the room reimbursement.

All other brothers attending must pay their own expense for registration, hotel and travel.

Founders' Award recipients for that Convocation will receive a ticket for the Awards Banquet for themselves and their immediate family attending. The Fraternity will pay for one standard room for each Founders' Award recipient for three days and two nights, and travel to Convocation for two people at a coach fare of up to \$350.00 each.

SPU: All undergraduates or alumni attending must pay a registration fee. The registration includes materials and most meals. Undergraduates receive a shared room in a dormitory. PAs, CDs and SPU faculty receive one-half of a standard room in a university dormitory. There is no travel reimbursement for SPU for undergraduates or alumni.

Mid-Year Leadership Conference: All registered Sages, Third Counselors and other authorized officers attending are exempt from paying the registration fee. All other undergraduate or alumni brothers attending must pay a registration fee. All registered will receive one-half of a standard room for Friday and Saturday, and meals from Friday evening through Saturday lunch.

There is no travel reimbursement for the Mid-Year Leadership Conference.

Provincial Workshops: A PA may request a grant of up to \$250.00 per year toward the cost of a workshop he organizes. The grant may be used to pay for the travel expense of presenters, rental of facilities, copying materials, or a meal for participants. Documentation of the expense is required for reimbursement.

Charterings: The Fraternity will pay for one member of the Grand Council to travel to the chartering. The 6 brothers on the chartering team will be provided a shared room at the discretion of the Executive Office for one night, and two nights if traveling more than three hours to attend on a discretionary basis by the Executive Office. No travel expense will be reimbursed other than as set forth above.

If a banquet or other celebration is to follow the chartering, the chartering team will pay their own costs; however, the new chapter is encouraged to make these volunteers their guests.

With certain exceptions for the Grand Council, no other expenses incurred by alumni volunteers will be reimbursed unless authorized in advance by the ED. All volunteers are encouraged to document their out-of-pocket expenses for their own tax records.

Awards

The Grand Council recognizes outstanding Brothers and chapters with the following awards:

Founders' Award - The Fraternity's highest honor, recognizes exceptional service in business, a profession, or education. Recipients are chosen by the Grand Council and are selected one year in advance of Convocation.

Grand Sage's Award - Four chapters, each from different sized Greek systems, demonstrating the highest level of operations on their respective campuses in the preceding biennium. A chapter must submit a Gold Standard report for both years of the biennium to be eligible for this award.

Grand Council Awards - The top twelve chapters demonstrating an outstanding level of performance in the preceding biennium. A chapter must submit a Gold Standard report for both years of the biennium to be eligible for this award.

Grand Chapter Awards – The top twenty-five chapters demonstrating a superior level of performance in the preceding biennium. A chapter must submit a Gold Standard report for both years of the biennium to be eligible for this award.

Most Improved Chapter - Given to the chapters demonstrating the greatest overall improvement in each year of the preceding biennium.

Outstanding Alumni Club - Given to the chartered Alumni Club demonstrating superior overall performance in the preceding biennium.

Cletus A. Broecker Award - Given biennially to an undergraduate for outstanding service to the greater community.

Harold Jacobsen Award - Given biennially to an undergraduate for

outstanding service and leadership on campus.

Michael P. Carey Award - Given biennially to an undergraduate for outstanding leadership within his chapter.

William J. Cutbirth Award - Given biennially to the chapter conducting the most noteworthy charitable service projects.

Membership Recruitment Increase Award - Given annually to the top 10 chapters with the largest percentage increase in initiates.

Membership Recruitment Award - Given annually to the top 10 chapters with the largest total number of initiates.

Merino-Tash Centennial Award – Recognizing those chapters with rosters of at least 100 active members during the preceding year.

Iverson-Lemmond Expansion Award – Given to a chapter in recognition of exceptional effort in assisting the colonization or chartering of a new chapter.

Guy “Red” Mackey Outstanding Sportsman Award – Given as merited in recognition of a brother who has made outstanding contributions in the field of athletics.

Dr. Robert L. Burns Award – Given in recognition of an outstanding faculty advisor, as deemed merited.

Joseph F. Marsalek, Jr. Dedicated Alumnus Award – Given to an alumnus volunteer who has served at least thirty years without being elected to the Grand Council or Educational Foundation, has attended five Convocations, and who has contributed to the Sigma Pi Educational Foundation.

Reston-Fitzpatrick Emerald Award - Given to the chapter or Alumni Club with the most noteworthy contributions to The Emerald, when deemed merited.

Louis Foley Award - Given annually to both the chapter and Alumni Club consistently producing the best overall alumni newsletter.

Beyer-Fryburg Award - Given annually to the chapter achieving the highest overall efficiency point total for the academic year.

Chapter Efficiency Awards - Given to all chapters attaining 900 or 800 efficiency points during an academic year.

With the exception of the Chapter Efficiency and Membership Recruitment Awards, a brother or chapter may nominate, himself, his chapter, or any other brother or chapter deserving of recognition.

Purchase of Products and Services

Sigma Pi's name and symbols are protected by trademark. The fraternity has agreements with a variety of businesses to permit them the use of our letters, name, crest or other symbols. In this way, we can rely on those businesses using the name of Sigma Pi in an appropriate and acceptable manner.

The Grand Council strongly encourages and requests that our brothers and chapters purchase goods and services only from vendors approved by the Grand Council. A list of approved vendors is available on the Executive Office web site.

Good Samaritan Practice

Individual health and safety are primary concerns of Sigma Pi Fraternity, International. The Good Samaritan Practice is designed to prevent dangerously intoxicated individuals from being put to bed by friends and subsequently dying in their sleep because of fear that a request for medical assistance will lead to formal disciplinary action being taken against the intoxicated student or themselves. Brothers of Sigma Pi Fraternity are expected to contact the police or request medical assistance when they believe that assistance for an

intoxicated/impaired individual is needed. In case of medical emergency, a brother, pledge or chapter should call 911 for assistance by local police, fire safety or medical professionals.

When a brother, pledge or chapter assists an intoxicated individual in procuring assistance, neither the intoxicated individual, or brother, pledge, or chapter who assists will be subject to formal fraternity disciplinary action for (1) being intoxicated, or (2) having provided that person alcohol.

This policy does not excuse or protect those who flagrantly or repeatedly violate the fraternity's alcohol policy. This policy does not preclude disciplinary action regarding other violations of fraternity standards, such as causing or threatening physical harm, sexual abuse, damage to property, harassment, hazing, etc. This fraternity policy does not prevent action by local, state, or university authorities.

Manual of Ceremonies

Each chapter will be issued six (6) copies of the Manual of Ceremonies. In addition, copies of the manual will be issued to each member of the Grand Council only. Copies shall not be issued to any other member without the specific authorization of the Grand Sage. All copies of the Manual of Ceremonies remain the property of Sigma Pi Fraternity and are to be returned to the Executive Office on request.