Points of Contact

Over the next three months, we will be redirecting the point of contact between your Chapter Sage and the Executive Office. This is being done to allow us to address concerns more rapidly and be able to increase the consultation support during this evolving and unprecedented time. Throughout this week, you will receive an email from a member of our staff who has been assigned to work with your chapter during this time. If you do not hear from our office by Friday, March 27, 2020 at 4:30 pm CST, please notify Director of Chapter Management Scott Quinlan at squinlan@sigmapi.org.

Online training for OmegaOne

Join OmegaFi in learning how to use OmegaOne for all your communication needs. Embedded within OmegaFi's suite of services, OmegaOne gives the user a hub to manage chapter operations. Your chapter can quickly and easily manage events, communications, track study hours and points and more.

The virtual OmegaOne trainings will be offered at two different times:

- Please register for OmegaOne for Sigma Pi on March 27, 2020 at 1:00 PM EDT here: https://attendee.gotowebinar.com/register/7625298262336787469

- Please register for OmegaOne for Sigma Pi on April 1, 2020 at 7:00 PM EDT here: https://attendee.gotowebinar.com/register/5224083614529811469

For those who cannot attend one of the live training sessions listed above, a recorded version will be made available on the Resource Center at sigmapi.org at a later date.

Tightrope Health and Safety Module

As of March 24, 2020 there are 443 undergraduate members who still need to complete the Tightrope Module. The first deadline, originally established as of March 11th, has been moved to April 15, 2020. To accommodate members during this unprecedented time the second and third deadline for completion have also been moved to May 15, 2020 and June 15, 2020.

Halting Shipments

Every spring we stop shipping pledge/initiate materials after April 30, 2020. Due to the COVID-19 pandemic this year, we have now stopped all shipments until schools return to session in the fall.

Accounts Receivable and Pledge/Initiate Reporting

We understand that your chapter may be experiencing issues with your collections and it is impacting the chapters ability to submit payment on invoices. If you are experiencing difficulty, please discuss with your point of contact at the Executive Office, so we can provide options. Also note, outside of new member and initiation fees, the final invoice from Sigma Pi was sent on March 3, 2020. There are no new invoices, other than membership or failure to complete Tightrope fines, that will be sent until October 1, 2020. Reminders on outstanding invoices will still be sent until paid.

Per our email on March 11, 2020 all new member programs are expected to be completed, and new member forms and fees to be submitted by March 31, 2020. We understand several chapters have moved to virtual education to complete the program, and thank you for being cognizant of other people's health and safety. Your chapter can also let your point of contact at the Executive Office know when you'll be hosting your Golden Quest initiation ceremony this fall, and we'll work with you to ensure that all new member materials arrive prior to the ceremony. This is contingent on all new member fees being paid and that no initiate has outstanding Tightrope modules to complete.

The Emerald

Chapter Leaders: be sure to get your report submission for The Emerald in before the April 10, 2020 deadline. Visit sigmapi.org/reporting, click on "Submit a Report," then choose "The Emerald Report" and fill out the quick form.

Chapter Workbook and SOE

With everyone transitioning to online classes for the remainder of the semester it is important that you continue to utilize your chapter workbook and fill out your reports. This includes completing your Standards of Excellence (SOE) final submission form that is due June 1, 2020.

The chapter workbook is a valuable resource to allow your chapter to continue moving forward and planning for the Fall semester. Within the workbook you will find the roster of those in your chapter who still need to complete the Tightrope modules. These modules still need to be completed and it is the responsibility of the Chapter Sage to ensure this is accomplished. To access the Chapter Workbook, in Google Sheets, please utilize your primary email account that you have provided to us and is in your Vault profile.