Delta Gamma
1873

2021- 2022 Collegiate Chapter Resource Guide
(changes due to COVID-19)

Introduction

This is your go-to resource for the 2021-2022 academic year as we contemplate how to navigate various scenarios of "returning to campus" in light of COVID-19. There are three contemplated scenarios:

- Scenario 1: School is 100% online. No one comes back to campus. Or, there is another wave and shutdown.
- Scenario 2: Shortened term (either returning to school earlier and ending earlier or returning later and ending later) and/or socially distanced on campus.
- Scenario 3: A new normal, but things may feel different on campus.

Below, you will see expectations for all chapter operations for each of the three scenarios. Please note, you do not need to plan for all three scenarios, **you only need to plan for the scenario that aligns with what your university chooses to do**. Also, please note, these scenarios are intended to mirror what universities are doing and it is imperative that you follow your university guidance in determining which of the scenarios best applies to your chapter. If you have questions about which scenario applies to your chapter, please reach out to your Regional Collegiate Specialist (RCS), Council Appointed Coordinator (CAC), or New Chapter Coordinator (NCC).

Finally, this resource is intended to supersede all other resources. As we are *hopeful* that this is a temporary situation, we did not update individual handbooks or guides. If you have a question about how existing handbooks or guides are to be used with this resource, please feel free to reach out to your RCS/CAC/NCC or any of the subject matter experts named below.

Chapter Operations - Director: Chapter Operations **Amanda Dyer**
Honor Board - Director: Standards **Kristin Born Crawford**
Programming - Director: Programming **Libby Zinke**
New Members/Scholarship - Director: Member Education **Hannah McGraw**
Finance - Director: Finance **Dr. Carolyn Green Boudreault**
Housing - Director: Housing Development **Beth Hurtt Springer**
Foundation Fundraising - Director: Special Events & Collegiate Fundraising **Morgan Youngs**
Foundation Service - Director: Collegiate Service **Kierstan Knaus Dufour**

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Summary of Changes

This guide was first published for the 2020 - 2021 school year to provide guidance to all collegiate chapters and help establish new operation and membership responsibility expectations in light of the pandemic. Given that the pandemic and our lived experiences continue to evolve, so too must this document. The subject matter experts mentioned previously fully reviewed and updated this document heading into the 2021 - 2022 school year, and included below is a high-level summary of the major changes impacting all collegiate members.

Pandemic Code of Conduct
The Pandemic Code of Conduct has been fully retracted as of June 26, 2021. In light of this change, this guide serves as the official resource to help collegiate chapters navigate operations in an emerging post-pandemic world. Unless otherwise specified within this document, please continue to follow your chapter's current Bylaws and Standing Rules, Bylaw Addendum and all Fraternity Policy.

Additionally, the below guidance shall assist with the removal of the Pandemic Code of Conduct:

- As vaccines are readily available and restrictions continue to lift across the United States and Canada, the Fraternity is retracting the Pandemic Code of Conduct effective immediately.
- Collegiate chapters may resume pre-pandemic operations, as guided by the Collegiate Chapter Resource Guide. Members, advisers, and visitors in chapter facilities should follow university, local, state/provincial, federal and Centers for Disease Control (CDC) guidelines for vaccinated and non-vaccinated individuals. This applies to both living in and visiting chapter facilities.
- Those who have symptoms of or are diagnosed with COVID-19 should isolate themselves from other members in accordance with the latest CDC guidelines.
- Please note that if conditions worsen the Fraternity reserves the right to reinstate the Pandemic Code of Conduct for the safety of its members.

Chapter Operations
Attendance: Members without an approved Excused Status may acquire up to three absences from anchored events per term without any repercussion. Attendance-related fines are discouraged.

Formal Meeting: A chapter may conduct formal chapter meetings via a virtual platform, if necessary. The formal meeting shall follow the virtual meeting guidelines as outlined in the chapter operations sections of this resource.

Honor Board
Automatic Probation Notifications (APNs)
- Scholarship: Scholarship APNs will be issued based on the guidelines outlined in the subsequent scholarship sections.
- Finance: Finance APNs will be issued based on the guidelines outlined in the chapter Bylaws and Standing Rules (BLSR).
- Attendance: Attendance APNs will not be issued.

Statement of Obligation Reviews (SORs)

- Scholarship: Scholarship SORs may be issued following an informal Honor Board meeting based on the guidelines outlined in the subsequent scholarship sections.
- Finance: Finance SORs will be issued based on the guidelines outlined in the chapter Bylaws and Standing Rules (BLSR).
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Note: This is not a full list of all changes made to this guide; it highlights the changes that impact all chapter members most directly. Please identify the scenario that is most applicable to your chapter's experience on campus and have each officer carefully review their section(s).

SCENARIO 1 - ALL ONLINE

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Chapter Operations

Key chapter operations will be temporarily adjusted to better support members during this time of disruption. It is expected that chapter meetings, CMT meetings and JCMT meetings will continue to be held for the purpose of conducting the necessary business of the chapter. Meetings that are being held should primarily focus on programming for connecting members (e.g., DG Dialogues, virtual sisterhood events, etc.) vs. strictly conducting a "business meeting" (where information can easily be shared via email or other platforms). No formal chapter meetings are required during this time; however, the chapter should work to incorporate informal rituals during virtual meetings. Chapters may say the Oath of Friendship during a virtual meeting, provided the below guidelines are followed.

- Zoom breakout rooms will be utilized with 10 members or less so that all participants can be seen via video on one screen.
- Members should be in a private place to participate in the Oath of Friendship. If they are not, they should log off of the call prior to the Oath being recited.
- Assign an officer to each breakout room to lead the Oath of Friendship.

Chapter Meeting / CMT / JCMT / SET Virtual Meeting Guidelines

The chapter may hold any necessary weekly meetings electronically during the term(s) impacted by COVID-19 provided the following guidelines are met:

- All meetings should take place via video conference on a platform accessible to chapter members.
- If a member does not have a device that allows for video conferencing, a telephone conference line may be used instead.
- Video conference platforms with a waiting room/lobby feature and meeting passcode are preferred.
- The chapter should use the waiting room and passcode features for formal meetings to ensure that no one joins the call except those approved to attend and are added by the moderator.
- An agenda for chapter meetings is strongly encouraged to convey any necessary information to the membership prior to the meeting and to utilize time effectively to focus on sisterhood and programming. A sample agenda will be posted to the DG Library for assistance.

Attendance

Attendance-related fines are discouraged for the 2021-2022 school year. APNs, SORs, and informal Honor Board check-ins for attendance should occur in the following manner:

Automatic Probation Notifications (APNs):
- Should not be issued

Informal Honor Board Check-in (no SOR or formal hearing required):
- Members without an approved Excused Status may acquire up to three absences from anchored events per term without any repercussion. In lieu of issuing APNs or SORs for women who have more than three absences not addressed through an approved Excused Status, Honor Board should hold an informal check in with each member to discuss possible support and alternate membership status options (Excused Status, Early Alumna Status, etc.) The intent of these meetings is to provide

resources for members as the chapter transitions back to normal attendance-related accountability rather than penalizing members.

Statement of Obligation Reviews (SORs)
- Following an informal Honor Board check in, a member of Honor Board or vp: communications may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is not recommended in these instances.

Elections & Slating
Members must be in good standing to be considered eligible for office. According to the [Addendum to Bylaws and Standing Rules](#), scholastic good scholastic standing to hold an office is a 2.0 GPA cumulative.

Bylaws and Standing Rules (BLSRs)
BLSRs can be handled electronically. An Addendum has been created for chapters to vote on and utilize for any necessary changes due to COVID-19. The Addendum will need to be voted on by the chapter and specific areas referenced include a lowered GPA requirement for officers and directors, and for chapter good standing; alterations for attendance, scholarship and housing requirements; and guidance on fines.

Honor Board
With many campuses impacted by COVID-19, key Honor Board operations will be temporarily adjusted to better support members during this time of disruption. The purpose of Honor Board remains the same, to be a source of support during difficult times as well as a space for accountability.

It is expected that Honor Board meets on a weekly basis for the purpose of reviewing trends, developing positive programming, discussing opportunities for support - both individual and chapter-wide, and holding members accountable by either automatic or standard processes where applicable.

APNs
- Scholarship: Scholarship APNs will be issued based on the guidelines outlined in the [scholarship section](#).
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Formal Hearings
Formal hearings may be held in person or electronically depending on current university/local guidelines and comfort level of all members participating in the hearing. If a hearing is held electronically, RCS/CAC/NCC approval is **not** needed however all groups must follow the Virtual Meeting Guidelines noted below.

Positive Programming/Support
There are many ways Honor Board can provide support to members. In addition to the
Member Awards and Recognition Ideas guide, we have created an Honor Board Supportive
Programming idea bank to help Honor Board customize individual support to chapter
members.

Excused Status
Members may apply for Excused Status and should follow the Honor Board review guidelines
as outlined in the Honor Board handbook. Requests that impact the chapter budget, such as
Financial Hardship where the member does not pay full chapter dues, should be reviewed by
Honor Board with consultation from the vp: finance and CFA per the current guidelines.

Honor Board Virtual Meeting Guidelines
Honor Board may hold weekly meetings and formal hearings electronically during the
term(s) impacted by COVID-19 without RCS/CAC/NCC approval provided the following
guidelines are met:
- All Honor Board weekly meetings and formal hearings should take place via video
  conference on a platform with a waiting room/lobby feature. If the member that
  received the SOR does not have a device that allows for video conferencing, a
  telephone conference line may be used instead.
- Honor Board should use the waiting room feature during formal hearings to ensure
  that no one joins the call unless added by the moderator. If several hearings are
  scheduled in a row, the vp: social standards should set up different meeting
  invitations for each hearing so as not to overlap participants.
- All Honor Board participants should call in from a quiet room by themselves, if
  possible, and use headphones.
- Prior to the start of each virtual hearing, the vp: social standards must read and
  confirm that each participant understands and agrees to the following policies:
  - "Delta Gamma's policy regarding confidentiality applies for all hearings,
    including ones held in the virtual setting. As a reminder, everything discussed
    during the formal hearing is confidential. The member may not discuss the
    proceedings outside of the Honor Board formal hearing, except as outlined in
    the Notice of Rights. Honor Board will only discuss the proceedings with the
    necessary officers and advisers. Honor Board members are also reminded of
    their duty to uphold confidentiality throughout this process."
  - "The hearing may be tape recorded or otherwise memorialized by Honor
    Board, the contents of which remain confidential and proprietary to Delta
    Gamma Fraternity. Any recording by participants is in violation of this
    confidentiality and proprietary rights."

Programming
The focus for programming is to provide relevant, meaningful programming at a predictable
frequency for members to engage and establish/maintain connections.

Sisterhood
Please continue to plan sisterhood events—**opportunities for connection continue to be
more important than ever!** Things to consider:
- Be Consistent - hold a sisterhood event at least one time per week
  - Host an all-chapter sisterhood event virtually in association with a chapter
    meeting each week

- - Schedule other sisterhood events for members to participate in during the week
  - Be Flexible - host sisterhood events at different times, on different days, and in different formats (e.g., virtual, in-person, hybrid)
  - Be Inclusive - survey your chapter for interest & have different members or groups of members plan sisterhood events
  - Be Creative - host diverse activities such as fitness activities, book clubs, tours of museums, virtual games, group cooking class/DIY workshop, educational opportunities and dialogues, etc.
  - Be Communicative - let your sisters know when and how to attend

Please be sure to add all of your sisterhood events to your Anchorbase calendar. For virtual connection ideas, check out the Virtual Programming Guide for virtual programming resources and ideas.

We encourage you to use virtual programming offered by the Fraternity. We will be continuing to offer regular programming opportunities to facilitate connection with other members across the Fraternity. The Connected for Good page will include this information, so be sure to encourage your members to check it regularly. If there is a particular program or topic you'd like to see added, please let us know!

Programming Requirements
As far as Fraternity programming requirements are concerned, in addition to sisterhood events, here's what is required for this scenario:
- DG Dialogues (virtual) - DG Dialogues are more important now than ever. Be intentional with your topics, facilitators, and planning. Assess what the chapter wants to discuss, and plan DG Dialogues based on such topics. Remember, the DG Dialogues resources are just a starting place. You can plan programs on any topic of interest to the chapter that is within the scope of Article II.
  - We highly encourage all chapters to select one or more DG Dialogues that are focused on race such as Social Justice Issues: Race & Ethnicity or Social Identities 101. You may also want to take advantage of campus or community experts to lead a DG Dialogue on this topic. Also, check out the resources provided on the Delta Gamma blog. Additional DG Dialogues on race and other topics will be released.
- Senior Recommitment (virtual) - you can host your own or look to join a Fraternity-wide virtual ceremony
- Adviser appreciation (virtual/social media)
- Collumnae event (virtual)
- Scholarship recognition (virtual/social media)
- Founders Day (virtual)
- Calendar planning (virtual)

Chapter Calendar
Regarding your chapter calendar and Anchorbase, Anchorbase is configured to provide flexibility as necessitated by this resource guide.

Next Steps for Calendar Planning:
- Calendars should be approved at this point. If your calendar has not been approved by your RCS/CAC/NCC, please reach out to them to discuss further.
- If you are still waiting on your university's return to school plan, after you know what your campus plans to do, please reach out to your RCS/CAC/NCC to confirm which

scenario applies to you and to discuss a timeline for updating your calendar if appropriate.
- Inform Delta Gamma of your school's plan for returning to campus by emailing campusupdates@deltagamma.org. Reference this spreadsheet to view the latest campus updates as they have been reported to Delta Gamma. This will ensure your RCS/CAC/NCC knows what scenario applies for your chapter and knows how to review your calendar.
- Review all dates in your Anchorbase calendar to update and/or confirm accuracy of previously submitted dates.
    - Please add/review dates for events as required, regardless of whether they will be held virtually or in-person.
- If needed, please let your RCS/CAC/NCC know of any changes to your calendar.
- If needed, conduct electronic vote to approve your revised calendar.

New Member Education

If your chapter recruits new members, you will hold your new member pursuit virtually. It is important to provide the new members with an engaging and meaningful new member experience, even if it is virtual. When holding new member meetings virtually, consider the following tips:
- Use a tool like Zoom that has a breakout room feature. You can move your new members and small group leaders to breakout rooms anytime the curriculum calls for the new members to be in small groups. It is important that new members have the opportunity to participate in meaningful conversation. Breakout rooms allow for this.
- Use video conferencing so that you can see the new members and they can see you.
- Utilize the polling and chat features in video conferencing software as another means of engagement. For example, if you pose a question to the new members, encourage them to also answer the question in the chat box while others are sharing their perspective out loud. This allows for another means of engagement.
- Have planned/scheduled virtual check-ins with each new member regularly by the new member team to keep them engaged and communicate to them that they truly matter and belong in DG.
- Outside of the new member meetings, add other sisterhood events. See the Virtual Programming Guide for suggestions.

Bid Day should still be a special day for new members. Check out these virtual/social distancing Bid Day ideas.

If a chapter recruits new members through a longer COB period, then they may hold multiple weeks of Introduction Week meetings to allow all new members to start the new member pursuit and "Week 1" together. There have been two additional Introduction Week meetings added to the calendar in Anchorbase that can be used to document these additional meetings. It is important that regular contact is maintained during this time outside of the formal new member meetings. Contact Director: Member Education with any questions or assistance.

You will hold the Pi Alpha ceremony virtually, as follows.
- The ceremony shall be held as written excluding the exceptions outlined below. The director of rituals, director of new members and vp: member education will utilize Zoom video calls in small groups of new members. These calls may include other

officers or advisers as long as all participants can be seen via video on one screen. New members and members must be in a private space.

- Please note there are places in the Pi Alpha ceremony that note something that should be happening in person - you may leave out these directions in performing the virtual ritual (ex: "You may now enter your name in the Pi Alpha Roll Book.").
- You are also not required to include songs/singing when performing virtually.
- If budget allows, you may consider mailing new members their Pi Alpha pin with a special handwritten note to emphasize the special ritual she just experienced.
- A special Zoom background is available to the members conducting the Pi Alpha ceremony.
- If you do not have access to the Pi Alpha Ceremony booklets, chapter officers should contact the operations specialist at Executive Offices for assistance. Care should be taken to ensure the revealing of these oath(s) is done with the utmost care and respect. Please provide welcoming remarks to your new members and offer words of inspiration through a poem or other means. Ask the new members to repeat the oath(s) just as you will do during the virtual Initiation

New members should also be assigned a big sister and participate in big/little reveal. You should include opportunities for new members to get to know other members through assigned buddies or other creative programming prior to big/little reveal. Be creative in determining how to hold a virtual big/little reveal. A few ideas include:

- Have the big sister at the assigned time put up a Zoom background with the name of their little. They could also hold a sign.
- Place the little sister and the big sister into the same breakout room at the assigned time to learn who their big sister is.
- Prior to big/little reveal, email each new member part of a poem or a picture. Then have each big show the other half of the picture or read the other half of the poem.

If completely virtual, Initiation will be held via virtual guidelines having each woman participate in the three Oaths from Initiation. You will still complete the authorization process as outlined in the Initiation Authorization Guide.

You will hold the Initiation Ceremony virtually, as follows.

- The director of rituals and vp: member education will utilize Zoom video calls of 10 new members or less. These calls may include the new member's big sister, legacy family members and other officers or advisers as long as all participants can be seen via video on one screen. New members and members must be in a private space and wear a cream or white colored shirt. If able, new members should wear their Pi Alpha pin and members should wear their badge. A special video background is available for the members conducting the three Oaths.
  In the event you need to hold multiple calls, please utilize other officers for completion of the ritual so that the responsibility does not fall to only a select few.
- Given the complexity of the Initiation Ceremony, the virtual ceremony will only include sharing the three ritual Oaths: the Oath of Secrecy, Oath of Responsibility and Oath of Friendship. Each of these oaths can be found within the Initiation Ritual handbook.
- Care should be taken to ensure the revealing of these three Oaths is done with the utmost care and respect. Please provide welcoming remarks to your new members and offer words of inspiration through a poem or other means. Ask the new members to repeat the Oaths just as you do during the Initiation ceremony. After all three Oaths have been shared, ask the following questions:
  What stood out to you most about our Oaths?
  How can you be someone's champion?

When have you seen the type of friendship called for in the Oath of Friendship displayed during your time as a new member?
How do you plan to live the Oath of Friendship?

Upon completion of the Oath sharing calls, the vp: member education or director of new members shall certify that the new members have participated in the ritual via Step 6 of the Manage New Members task. Their date of Initiation will be the date these women take the Oath of Secrecy, Oath of Responsibility and Oath of Friendship. Once the new members have participated in the ritual, they are eligible for consideration for officer positions and will be held responsible to the policy, procedure and Articles of the Fraternity as all other members.

As soon as it is safe and allowable per local, state, federal, and University restrictions, your chapter shall hold an in-person ceremony so that these new members may experience the full Delta Gamma Initiation ceremony. Unless it is not feasible or allowable because of university or local policy, these new members shall participate in their own Initiation ceremony, even if you have recruited additional new members who may be eligible for initiation at that time. To help observe social distancing, you may omit the teaching of grip and password. Social distance measures should be considered in planning Inspiration and Initiation.

Scholarship

For the 2021-2022 school year, APNs, SORs, and informal Honor Board check-ins should occur in the following manner:

APNs:
- Failure to meet **constitutionally required** 2.0 cumulative GPA
- Failure to submit grades by due date (note: probation ends once grades submitted as long as above 2.0)

Informal Honor Board Check-in (no SOR or formal hearing required):

- Failure to meet **BLSR-required** scholastic good standing for first time
- Failure to meet **BLSR-required** scholastic good standing for two or more semesters (not necessarily consecutive)
- Failure to meet **constitutionally required** 2.0 GPA prior term

APNs will be issued to begin a return to normal academic accountability, but we will only issue APNs, and therefore probation, for women not meeting the 2.0 constitutional standard as it may be difficult for members to reach the chapter-required GPA due to alternative grading formats put in place as a result of COVID-19.

In lieu of issuing APNs for women who have achieved below the chapter-required GPA, Honor Board should hold an informal check in with women to develop a Scholarship Enrichment Plan along with the director of scholarship. The intention of these meetings is to provide women with support as they transition back into the normal academic setting, not to penalize women for low grades during the pandemic.

Following an informal Honor Board check in or APN being issued, a member of Honor Board may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is still not recommended in these instances. The director of scholarship may attend a meeting to support the creation of the scholarship enrichment plan. However, they may not participate in the discussion or deliberation of any formal hearings.

Finance

The amount each member is charged will be chapter specific regarding their ability to return to campus, programming and housing. Each chapter will continue to have its own independent budget based on these factors.

Housing

- Delta Gamma housing will remain closed under this scenario.
- House Director contracts have been amended to allow for part-time work/no work if there are extended university closures.
- Catering contracts will not begin until students return to campus.
- House corporation budgets and Annual Agreements will be reduced based on lower membership expectations and the moving of the combined House Director Conference and House Corporation Summit to a virtual event.
- Should colleges and universities open on-campus housing during virtual classes, the chapter may request the house corporation to open the facility. In this event, re-opening protocols must be followed.

Recruitment

- See the Virtual Recruitment Handbook for a complete resource on recruitment.
- Campus will most likely hold virtual recruitment with scheduled dates dependent on campus Panhellenic's decision on fully structured recruitment (FSR).
- It is anticipated that continuous open bidding (COB) will be in effect for all or most chapters on campuses across the country.
- Prep Week and fall RPWs will be condensed and hosted virtually.
- Bid Day should be virtually.

Foundation Fundraising/Service/Education

Fundraising

- Use memberplanet (the only DG approved online platform) to develop a virtual signature fundraiser and non-signature fundraiser such as a virtual run, e-games, % restaurant nights, food sales or other creative and engaging participatory events. These events must be approved via the standard Foundation event approval process. For ideas on holding virtual fundraising events, refer to the Virtual Foundation Fundraising Resource.

Service

- Members are expected to complete 8 Do Good hours. Volunteering may be in-person or virtual with chapter-designated opportunities or something members choose individually. Do Good Service for Sight hours remain a priority.

Education

- Foundation Education for Recruitment: Let's Talk Philanthropy should be presented in the same delivery method as the rest of recruitment prep week.

Advisers

While the new adviser position descriptions outline required attendance, whether virtual or in person, for various programs, events, and meetings, we know that exceptions will need to be made for the 2021-2022 academic year. It is strongly encouraged that volunteers follow not only state/local/university restrictions, but their own personal comfort level as well. Where in-person attendance is not possible, we ask that volunteers participate through virtual means.

SCENARIO 2 – SHORTENED TERM OR SOCIALLY DISTANCED ON CAMPUS

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Chapter Operations

Key chapter operations will be temporarily adjusted to better support members during this time of disruption. It is expected that chapter meetings, CMT meetings and JCMT meetings will continue to be held for the purpose of conducting the necessary business of the chapter. Meetings that are being held should primarily focus on programming connecting members (e.g., DG Dialogues, virtual or in-person sisterhood events, etc.) vs. strictly conducting a "business meeting" (where information can be easily shared via email or other platforms). In person meetings may occur depending on members' comfort level and state/local guidelines. If meetings cannot be held such that all members can attend, chapters can opt to hold such meetings electronically or through multiple channels (e.g., in-person and broadcasted/provided electronically). Formal chapter meetings may be conducted during this time if they can be done in-person, following social distancing guidelines. Formal chapter meetings are not, however, required during this time. If some members are participating in an in-person formal chapter meeting virtually, they should be asked to join the meeting after the introductory formal meeting ritual is complete. The Oath of Friendship may be recited at the end of chapter meeting, provided the following guidelines are met for virtual attendees:

- Zoom breakout rooms will be utilized with 10 members or less so that all participants can be seen via video on one screen.
- Members should be in a private place to participate in the Oath of Friendship. If they are not, they should log off of the call prior to the Oath being recited.
- Assign an officer to each breakout room to lead the Oath of Friendship. This may mean that multiple officers will need access to their computers during chapter meeting.

Chapter Meeting / CMT / JCMT / SET Virtual Meeting Guidelines

The chapter may hold any necessary weekly meetings electronically during the term(s) impacted by COVID-19 provided the following guidelines are met:

- All meetings should take place via video conference on a platform accessible to chapter members.
- If a member does not have a device that allows for video conferencing, a telephone conference line may be used instead.
- Video conference platforms with a waiting room/lobby feature and meeting passcode are preferred.
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Automatic Probation Notifications (APNs):
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Informal Honor Board Check-in (no SOR or formal hearing required):
- Members without an approved Excused Status may acquire up to three absences from anchored events per term without any repercussion. In lieu of issuing APNs or SORs for women who have more than three absences not addressed through an approved Excused Status, Honor Board should hold an informal check in with each member to discuss possible support and alternate membership status options (Excused Status, Early Alumna Status, etc.). The intention of these meetings is to provide resources for members as the chapter transitions back to normal attendance-related accountability rather than penalizing members.

Statement of Obligation Reviews (SORs)
- Following an informal Honor Board check in, a member of Honor Board or vp: communications may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is not recommended in these instances.

Bylaws and Standing Rules
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- All Honor Board participants should call in from a quiet room by themselves, if possible, and use headphones.
- Prior to the start of each virtual hearing, the vp: social standards must read and confirm that each participant understands and agrees to the following policies:
    - "Delta Gamma's policy regarding confidentiality applies for all hearings, including ones held in the virtual setting. As a reminder, everything discussed during the formal hearing is confidential. The member may not discuss the proceedings outside of the Honor Board formal hearing, except as outlined in the Notice of Rights. Honor Board will only discuss the proceedings with the necessary officers and advisers. Honor Board members are also reminded of their duty to uphold confidentiality throughout this process."
    - "The hearing may be tape recorded or otherwise memorialized by Honor Board, the contents of which remain confidential and proprietary to Delta Gamma Fraternity. Any recording by participants is in violation of this confidentiality and proprietary rights."

Room Searches
Room searches may still be conducted as outlined in the Room Agreement using the Room Search Guidelines. A chapter adviser must be present and should be allowed to enter the chapter facility for the purposes of the searches. All search team members must wear a mask and wash their hands prior to and following the search of each room.

Programming

The focus for programming is to provide relevant, meaningful programming at a predictable frequency for members to engage and establish/maintain connections.

Sisterhood

Please continue to plan sisterhood events—**opportunities for connection continue to be more important than ever!** Things to consider:

- Be Consistent - hold a sisterhood event at least one time per week
    - Host an all-chapter sisterhood event virtually in association with a chapter meeting each week
    - Schedule other sisterhood events for members to participate in during the week
- Be Flexible - host sisterhood events at different times, on different days, and in different formats (e.g., virtual, in-person, hybrid)
- Be Inclusive - survey your chapter for interest & have different members or groups of members plan sisterhood events
- Be Creative - host diverse activities such as fitness activities, book clubs, tours of museums, virtual games, group cooking class/DIY workshop, educational opportunities and dialogues, etc.
- Be Communicative - let your sisters know when and how to attend

Please be sure to add all of your sisterhood events to your Anchorbase calendar. For virtual connection ideas, check out the Virtual Programming Guide for virtual programming resources and ideas.

We encourage you to use virtual programming offered by the Fraternity. We will be continuing to offer regular programming opportunities to facilitate connection with other members across the Fraternity. The Connected for Good page will include this information, so be sure to encourage your members to check it regularly. If there is a particular program or topic you'd like to see added, please let us know!

Programming Requirements

As far as Fraternity programming requirements are concerned, in addition to sisterhood events, here's what is required for this scenario:

- DG Dialogues (virtual or in person, in person preferred) - DG Dialogues are more important now than ever. Be intentional with your topics, facilitators, and planning. Assess what the chapter wants to discuss, and plan DG Dialogues based on such topics. Remember, the DG Dialogues resources are just a starting place. You can plan programs on any topic of interest to the chapter that is within the scope of Article II.
    - We highly encourage all chapters to select one or more DG Dialogues that are focused on race such as Social Justice Issues: Race & Ethnicity or Social Identities 101. You may also want to take advantage of campus or community experts to lead a DG Dialogue on this topic. Also, check out the resources provided on the Delta Gamma blog. Additional DG Dialogues on race and other topics will be released.
- Senior Recommitment (virtual or in person) - you can host your own or look to join a Fraternity-wide virtual ceremony
- Adviser appreciation (virtual/social media or in person)
- Collumnae event (virtual or in person)
- Scholarship recognition (virtual/social media or in person)
- Founders Day (virtual or in person, in person preferred)
- Calendar planning (virtual or in person)

Chapter Calendar
Regarding your chapter calendar and Anchorbase, Anchorbase is configured to provide flexibility as necessitated by this resource guide.

Next Steps for Calendar Planning:
- Calendars should be approved at this point. If your calendar has not been approved by your RCS/CAC/NCC, please reach out to them to discuss further.
- If you are still waiting on your university's return to school plan, after you know what your campus plans to do, please reach out to your RCS/CAC/NCC to confirm which scenario applies to you and to discuss a timeline for updating your calendar if appropriate.
- Inform Delta Gamma of your school's plan for returning to campus by emailing campusupdates@deltagamma.org. Reference this spreadsheet to view the latest campus updates as they have been reported to Delta Gamma. This will ensure your RCS/CAC/NCC knows what scenario applies for your chapter and knows how to review your calendar.
- Review all dates in your Anchorbase calendar to update and/or confirm accuracy of previously submitted dates.
  - Please add/review dates for events as required, regardless of whether they will be held virtually or in-person.
- If needed, please let your RCS/CAC/NCC know of any changes to your calendar.
- If needed, conduct an electronic vote to approve your revised calendar.

New Member Education

If your chapter recruits new members, you must hold your New Member Pursuit. Given university, state and local guidelines, you are encouraged to hold as much of your new member pursuit in person as possible but you may need to hold parts or all of your New Member Pursuit virtually. When holding new member meetings virtually, consider the following tips:
- Use a tool like Zoom that has a breakout room feature. You can move your new members and small group leaders to breakout rooms anytime the curriculum calls for the new members to be in small groups. It is important that new members have the opportunity to participate in meaningful conversation. Breakout rooms allow for this.
- Use video conferencing so that you can see the new members and they can see you.
- Utilize the polling and chat features in video conferencing software as another means of engagement. For example, if you pose a question to the new members, encourage the new members to also answer the question in the chat box while others are sharing their perspective out loud. This allows for another means of engagement.
- Outside of the new member meetings, hold other sisterhood events. See the Virtual Sisterhood & Connection Ideas guide for virtual programming ideas and the New Member Pursuit for in-person ideas.

Bid Day should still be a special day for new members. Check out these virtual/social distancing Bid Day ideas.

If a chapter recruits new members through a longer COB period, then they may hold multiple weeks of Introduction Week meetings to allow all new members to start the new member pursuit and "Week 1" together. There have been two additional Introduction Week meetings added to the calendar in Anchorbase that can be used to document these additional meetings. It is important that regular contact is maintained during this time

outside of the formal new member meetings. Contact Director: Member Education with any questions or assistance.

If university, state, and local guidelines permit smaller groups to gather than your new member class, we recommend holding multiple new members meetings each week so that the new members have the opportunity to have an in-person experience. If guidelines allow for 50 to gather at one time and you have a new member class of 60, have two new member meetings a week where half come to one meeting and the other half come to the second new member meeting.

If possible, hold Pi Alpha in person. Consider doing the ceremony multiple times to have smaller groups of new members for social distancing. You may also hold the Pi Alpha ceremony virtually, if needed:

- The ceremony shall be held as written excluding the exceptions outlined below. The director of rituals, director of new members and vp: member education will utilize Zoom video calls in small groups of new members. These calls may include other officers or advisers as long as all participants can be seen via video on one screen. New members and members must be in a private space.
- Please note there are places in the Pi Alpha ceremony that note something that should be happening in person - you may leave out these directions in performing the virtual ritual (ex: You may now enter your name in the Pi Alpha Roll Book.")
- You are also not required to included songs/singing when performing virtually. A special Zoom background is available to the members conducting the Pi Alpha ceremony.
- If budget allows, you may consider mailing new members their Pi Alpha pin with a special handwritten note to emphasize the special ritual she just experienced if virtual. Or allow them to come pick up if new members are local but holding Pi Alpha virtually.

You should also have planned/scheduled check-ins (in-person or virtual) with each new member regularly by the new member team to keep them engaged and communicate to them that they truly matter and belong in DG.

New members should also participate in big/little reveal. If you are not permitted to gather in-person, be creative in determining how to hold a virtual big/little reveal. A few ideas include:
- Have the big sister at the assigned time put up a Zoom background with the name of their little. They could also hold a sign.
- Place the little sister and the big sister into the same breakout room at the assigned time to learn who their big sister is.
- Prior to big/little reveal, email each new member part of a poem or a picture. Then have each big show the other half of the picture or read the other half of the poem.
- If in person - consider social distancing when selecting how you reveal big sisters.

If university, state, and local guidelines permit, Inspiration and Initiation should be held in-person. However, if holding a virtual ceremony is necessary, you may do so as outlined below.

You will still complete the authorization process as outlined in the Initiation Authorization Guide. If possible, hold the Initiation ceremony in person. Consider holding the ceremony multiple times to have smaller groups of new members to allow for social distancing. Participation in the Initiation ceremony may be limited to only the new members, their sponsors and the officers needed to conduct the ritual. Other chapter members and advisers

may attend as space allows. To help observe social distancing, you may omit the teaching of grip and password. Social distance measures should be considered in planning Inspiration and Initiation. This ceremony shall not be live-streamed or otherwise broadcast via a video conferencing platform; participation is restricted to only the members allowed in the room.

You may also hold the Initiation ceremony virtually, if needed:
- The director of rituals and vp: member education will utilize Zoom video calls of 10 new members or less. These calls may include the new member's big sister, legacy family members and other officers or advisers as long as all participants can be seen via video on one screen. New members and members must be in a private space and wear a cream or white colored shirt. If able, new members should wear their Pi Alpha pin and members should wear their badge. A special video background is available for the members conducting the three Oaths.
  In the event you need to hold multiple calls, please utilize other officers for completion of the ritual so that the responsibility does not fall to only a select few.
- Given the complexity of the Initiation Ceremony, the virtual ceremony will only include sharing the three ritual Oaths: the Oath of Secrecy, Oath of Responsibility and Oath of Friendship. Each of these oaths can be found within the Initiation Ritual handbook.
- Care should be taken to ensure the revealing of these three Oaths is done with the utmost care and respect. Please provide welcoming remarks to your new members and offer words of inspiration through a poem or other means. Ask the new members to repeat the Oaths just as you do during the Initiation ceremony. After all three Oaths have been shared, ask the following questions:
  What stood out to you most about our Oaths?
  How can you be someone's champion?
  When have you seen the type of friendship called for in the Oath of Friendship displayed during your time as a new member?
  How do you plan to live the Oath of Friendship?

Upon completion of the Oath sharing calls, the vp: member education or director of new members shall certify that the new members have participated in the ritual via Step 6 of the Manage New Members task. Their date of Initiation will be the date these women take the Oath of Secrecy, Oath of Responsibility and Oath of Friendship. Once the new members have participated in the ritual, they are eligible for consideration as chapter officers and will be held responsible to the policy, procedure and Articles of the Fraternity as all other members.

As soon as it is safe and allowable per state/local/university restrictions, your chapter shall hold an in-person ceremony so that these new members may experience the full Initiation ceremony. Unless it is not feasible or allowable because of university or local policy, these new members shall participate in their own Initiation ceremony, even if you have recruited additional new members who may be eligible for initiation at that time. To help observe social distancing, you may omit the teaching of grip and password. Social distance measures should be considered in planning Inspiration and Initiation.

Scholarship

For the 2021-2022 school year, APNs, SORs, and informal Honor Board check-ins should occur in the following manner:

APNs:
- Failure to meet **constitutionally required** 2.0 cumulative GPA

- Failure to submit grades by due date (note: probation ends once grades submitted as long as above 2.0)

Informal Honor Board Check-in (no SOR or formal hearing required):

- Failure to meet **BLSR-required** scholastic good standing for first time
- Failure to meet **BLSR-required** scholastic good standing for two or more semesters (not necessarily consecutive)
- Failure to meet **constitutionally required** 2.0 GPA prior term

APNs will be issued to begin a return to normal academic accountability, but we will only issue APNs, and therefore probation, for women not meeting the 2.0 constitutional standard as it may be difficult for members to reach the chapter-required GPA due to alternative grading formats put in place as a result of COVID-19.

In lieu of issuing APNs for women who have achieved below the chapter-required GPA, Honor Board should hold an informal check in with women to develop a Scholarship Enrichment Plan along with the director of scholarship. The intention of these meetings is to provide women with support as they transition back into the normal academic setting, not to penalize women for low grades during the pandemic.

Following an informal Honor Board check in or APN being issued, a member of Honor Board may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is still not recommended in these instances. The director of scholarship may attend a meeting to support the creation of the scholarship enrichment plan. However, they may not participate in the discussion or deliberation of any formal hearings.

Finance

The amount the chapter is charged will be chapter specific regarding their ability to return to campus, programming and housing. Each chapter will continue to have its own independent budget based on these factors.

Housing

- Under this scenario the house will open per University guidelines. University reopening protocols must be followed.
    - House corporations should defer to CDC and campus guidelines regarding single rooms, guidance on sleeping porches, etc.
    - Social Distancing
        - Appropriate occupancy
    - PPE
    - Cleaning - The Office of Housing has secured a source for disinfection/decontamination, PPE, etc.
- A guide to include protocols for dining, sleeping rooms, meeting spaces, guests, vaccinations and cleaning based on state/local/university recommendations is available in the library and can be accessed here.
- Catering contracts will not begin until members return to the house. Self-serve food lines may be eliminated and grab and go options will be available.
- Each chapter should make the decision regarding who lives in, as they do now.

- House corporation budgets and Annual Agreements will be reviewed and revised as needed based on lower membership expectations and the moving of the combined House Director Conference and House Corporation Summit to a virtual event.

Recruitment
- See the Virtual Recruitment Handbook for a complete resource.
- Virtual or hybrid recruitment and/or a delayed primary recruitment is dependent on campus Panhellenic's decision on fully structured recruitment (FSR).
- Campus Panhellenics may have chapters produce a video for the first round with or without virtual conversation with PNMs.
- It is anticipated that a virtual or hybrid continuous open bidding (COB) will be in effect for all or most chapters.
- Prep Week and fall RPWs may be condensed and hosted virtually or on campus with social distancing.
- Preference events could be in person with social distancing. No food or drink should be served. Preference ceremonies may need to be recorded prior to recruitment.
- Bid Day could be virtual or in-person with social distancing.
- Be prepared with virtual options to engage members in other ways if they do not feel comfortable being involved with in-person events. Be prepared with virtual options in recruitment for PNMs who may be immuno-compromised.

Foundation Fundraising/Service/Education
Fundraising
- Due to shortened time, pivot to a virtual fundraiser using memberplanet (the only DG approved online platform) such as a virtual run, e-games, % restaurant nights, food sales, or other creative and engaging participatory events. Fundraisers may be held under the guidelines allowed by the university/community. These events must be approved via the standard Foundation event approval process. For ideas on holding virtual fundraising events, refer to the Virtual Foundation Fundraising Resource.

Service
- Members are expected to complete 8 Do Good hours. Volunteering may be in-person or virtual with chapter-designated opportunities or something members choose individually. Do Good Service for Sight hours remain a priority.

Education
- Foundation Education for Recruitment: Let's Talk Philanthropy should be presented in the same delivery method as the rest of recruitment prep week.

Advisers
While the new adviser position descriptions outline required attendance, whether virtual or in person, for various programs, events, and meetings, we know that exceptions will need to be made for the 2021-2022 academic year. It is strongly encouraged that volunteers follow not only state/local/university restrictions, but their own personal comfort level as well. Where in-person attendance is not possible, we ask that volunteers participate through virtual means.

SCENARIO 3 - ON CAMPUS, BUT NEW NORMAL

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Chapter Operations

Key chapter operations will be adjusted to better support members during this time of potential disruption. Keep in mind that while there may be limited or no state/local/university guidelines restricting in-person events, members may not be comfortable returning to all in-person events and activities. Please be mindful of your members' comfort levels and be sure to provide alternative participation options, if appropriate.

It is expected that chapter meetings, CMT meetings and JCMT meetings will continue to be held for the purpose of conducting the necessary business of the chapter. Meetings should primarily focus on programming connecting members (e.g., DG Dialogues, sisterhood events, etc.) versus strictly conducting a "business meeting" (where information can be easily shared via email or other platforms). In-person meetings may occur depending on members' comfort level and state/local/university guidelines. If meetings cannot be held such that all members can attend, chapters can opt to hold such meetings electronically or through multiple channels (e.g., in-person and broadcasted/provided electronically). Formal chapter meetings may be conducted during this time if they can be done in-person, following social distancing guidelines. Formal chapter meetings are not, however, required during this time.

Attendance

Attendance-related fines are discouraged for the 2021-2022 school year. APNs, SORs, and informal Honor Board check-ins should occur in the following manner:

Automatic Probation Notifications (APNs):
- Should not be issued

Informal Honor Board Check-in (no SOR or formal hearing required):
- Members without an approved Excused Status may acquire up to three absences from anchored events per term without any repercussion. In lieu of issuing APNs or SORs for women who have more than three absences not addressed through an approved Excused Status, Honor Board should hold an informal check in with each member to discuss possible support and alternate membership status options (Excused Status, Early Alumna Status, etc.). The intention of these meetings is to provide resources for members as the chapter transitions back to normal attendance-related accountability rather than penalizing members.

Statement of Obligation Reviews (SORs)
- Following an informal Honor Board check in, a member of Honor Board or vp: communications may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is not recommended in these instances.

Bylaws and Standing Rules:
- **BLSRs** can be handled electronically or in person depending on members' comfort level and state and local guidelines. An Addendum has been created for chapters to vote on and utilize for any necessary changes due to COVID-19. The Addendum will need to be voted on by the chapter and specific areas referenced include a lowered

GPA requirement for officers and directors, and for chapter good standing; and alterations for attendance, scholarship and housing requirements.

Honor Board

With many campuses impacted by COVID-19, key Honor Board operations will be temporarily adjusted to better support members during this time of disruption. The purpose of Honor Board remains the same, to be a source of support during difficult times as well as a space for accountability.

It is expected that Honor Board meets on a weekly basis for the purpose of reviewing trends, developing positive programming, discussing opportunities for support - both individual and chapter-wide, and holding members accountable by either automatic or standard processes where applicable.

APNs
- Scholarship: Scholarship APNs will be issued based on the guidelines outlined in the scholarship section.
- Finance: Finance APNs will be issued based on the guidelines outlined in the chapter Bylaws and Standing Rules (BLSR).
- Attendance: Attendance APNs will not be issued.

SORs
- Scholarship: Scholarship SORs may be issued following an informal Honor Board meeting based on the guidelines outlined in the scholarship section.
- Finance: Finance SORs will be issued based on the guidelines outlined in the chapter Bylaws and Standing Rules (BLSR).
- Attendance: Attendance SORs may be issued following an informal Honor Board meeting based on the guidelines outlined in the chapter operations section.

Formal Hearings
Formal hearings should be held in person in a manner that abides by current state/local/university guidelines and comfort level of all members participating in the hearing.

Positive Programming/Support
There are many ways Honor Board can provide support to members. In addition to the Member Awards and Recognition Ideas guide, we have created an Honor Board Supportive Programming idea bank to help Honor Board customize individual support to chapter members.

Excused Status
Members may apply for Excused Status and should follow the Honor Board review guidelines as outlined in the Honor Board handbook. Requests that impact the chapter budget, such as Financial Hardship where the member does not pay full chapter dues, should be reviewed by Honor Board with consultation from the vp: finance and CFA per the current guidelines.

Room Searches
Room searches may still be conducted as outlined in the Room Agreement using the Room Search Guidelines. A chapter adviser must be present and should be allowed to enter the chapter facility for the purposes of the searches. All search team members must wear a mask and wash their hands prior to and following the search of each room.

Programming

The focus for programming is to provide relevant, meaningful programming at a predictable frequency for members to engage and establish/maintain connections.

Sisterhood

Please continue to plan sisterhood events—**opportunities for connection continue to be more important than ever!** Things to consider:

- Be Consistent - hold a sisterhood event at least one time per week
  - Host an all-chapter sisterhood event virtually in association with a chapter meeting each week
  - Schedule other sisterhood events for members to participate in during the week
- Be Flexible - host sisterhood events at different times, on different days, and in different formats (e.g., virtual, in-person, hybrid)
- Be Inclusive - survey your chapter for interest & have different members or groups of members plan sisterhood events
- Be Creative - host diverse activities such as fitness activities, book clubs, tours of museums, virtual games, group cooking class/DIY workshop, educational opportunities and dialogues, etc.
- Be Communicative - let your sisters know when and how to attend

Please be sure to add all of your sisterhood events to your Anchorbase calendar. For virtual connection ideas, check out the Virtual Programming Guide for virtual programming resources and ideas.

We encourage you to use virtual programming offered by the Fraternity. We will be continuing to offer regular programming opportunities to facilitate connection with other members across the Fraternity. The Connected for Good page will include this information, so be sure to encourage your members to check it regularly. If there is a particular program or topic you'd like to see added, please let us know!

Programming Requirements

As far as Fraternity programming requirements are concerned, in addition to sisterhood events, here's what is required for this scenario:

- DG Dialogues) - DG Dialogues are more important now than ever. Be intentional with your topics, facilitators, and planning. Assess what the chapter wants to discuss, and plan DG Dialogues based on such topics. Remember, the DG Dialogues resources are just a starting place. You can plan programs on any topic of interest to the chapter that is within the scope of Article II.
  - We highly encourage all chapters to select one or more DG Dialogues that are focused on race such as Social Justice Issues: Race & Ethnicity or Social Identities 101. You may also want to take advantage of campus or community experts to lead a DG Dialogue on this topic. Also, check out the resources provided on the Delta Gamma blog. Additional DG Dialogues on race and other topics will be released.
- Senior Recommitment - you can host your own or look to join a Fraternity-wide virtual ceremony
- Adviser appreciation
- Collumnae event
- Scholarship recognition

- Founders Day
- Calendar planning

Chapter Calendar
Regarding your chapter calendar and Anchorbase, Anchorbase is configured to provide flexibility as necessitated by this resource guide.

Next Steps for Calendar Planning:
- Calendars should be approved at this point. If your calendar has not been approved by your RCS/CAC/NCC, please reach out to them to discuss further.
- If you are still waiting on your university's return to school plan, after you know what your campus plans to do, please reach out to your RCS/CAC/NCC to confirm which scenario applies to you and to discuss a timeline for updating your calendar if appropriate.
- Inform Delta Gamma of your school's plan for returning to campus by emailing campusupdates@deltagamma.org. Reference this spreadsheet to view the latest campus updates as they have been reported to Delta Gamma. This will ensure your RCS/CAC/NCC knows what scenario applies for your chapter and knows how to review your calendar.
- Review all dates in your Anchorbase calendar to update and/or confirm accuracy of previously submitted dates.
    - Please add/review dates for events as required, regardless of whether they will be held virtually or in-person.
- If needed, please let your RCS/CAC/NCC know of any changes to your calendar.
- If needed, conduct an electronic vote to approve your revised calendar.

New Member Education

If your chapter recruits new members, you must hold your New Member Pursuit. Please utilize the New Member Pursuit program to review how the new member pursuit should be conducted.
Bid Day should still be a special day for new members. Check out these virtual/social distancing Bid Day ideas.

If a chapter recruits new members through a longer COB period, then they may hold multiple weeks of Introduction Week meetings to allow all new members to start the new member pursuit and "Week 1" together. There have been two additional Introduction Week meetings added to the calendar in Anchorbase that can be used to document these additional meetings. It is important that regular contact is maintained during this time outside of the formal new member meetings. Contact the Director: Member Education with any questions or assistance.

You should also have planned/scheduled check-ins (in-person or virtual) with each new member regularly by the new member team to keep them engaged and communicate to them that they truly matter and belong in DG.

The Initiation ceremony should be held in person. This ceremony should not be live-streamed or otherwise broadcast via a video conferencing platform; participation is restricted to only the members allowed in the room.

Upon completion of the Oath sharing calls, the vp: member education or director of new members shall certify that the new members have been initiated via step 6 of the Manage

New Members task in Anchorbase. Their date of Initiation will be the date they participate in the ceremony unless they previously participated in the ritual ceremony virtually. Once the new members have participated in the ritual, they are eligible for consideration as chapter officers and will be held responsible to the policy, procedure and Articles of the Fraternity as all other members.

Scholarship

For the 2021-2022 school year, APNs, SORs, and informal Honor Board check-ins should occur in the following manner:

APNs:
- Failure to meet **constitutionally required** 2.0 cumulative GPA
- Failure to submit grades by due date (note: probation ends once grades submitted as long as above 2.0)

Informal Honor Board Check-in (no SOR or formal hearing required):

- Failure to meet **BLSR-required** scholastic good standing for first time
- Failure to meet **BLSR-required** scholastic good standing for two or more semesters (not necessarily consecutive)
- Failure to meet **constitutionally required** 2.0 GPA prior term

APNs will be issued to begin a return to normal academic accountability, but we will only issue APNs, and therefore probation, for women not meeting the 2.0 constitutional standard as it may be difficult for members to reach the chapter-required GPA due to alternative grading formats put in place as a result of COVID-19.

In lieu of issuing APNs for women who have achieved below the chapter-required GPA, Honor Board should hold an informal check in with women to develop a Scholarship Enrichment Plan along with the director of scholarship. The intention of these meetings is to provide women with support as they transition back into the normal academic setting, not to penalize women for low grades during the pandemic.

Following an informal Honor Board check in or APN being issued, a member of Honor Board may choose to issue an SOR if a woman requires additional follow up and possible sanctions. Probation is still not recommended in these instances. The director of scholarship may attend a meeting to support the creation of the scholarship enrichment plan. However, they may not participate in the discussion or deliberation of any formal hearings.

Finance

The amount the chapter is charged will be chapter specific regarding their ability to return to campus, programming and housing. Each chapter will continue to have its own independent budget based on these factors.

Housing

- Housing will open per university guidelines. University reopening protocols must be followed.

- House corporations should defer to CDC and campus guidelines regarding single rooms, guidance on sleeping porches, etc.
  - Social Distancing
    - Appropriate occupancy
  - PPE
  - Cleaning
  - The Office of Housing has secured a source for disinfection/decontamination, PPE, etc.
  - The house corporation should work with the University if a live-in member needs to be quarantined.
- A guide to include protocols for dining, sleeping rooms, meeting spaces, guests, vaccinations and cleaning based on CDC and state/local/university recommendations -is available in the library and can be accessed here.
- Catering contracts will begin when members return to the house. The house corporation should work with catering vendors to determine appropriate food delivery. Self-serve food lines may be eliminated and grab and go options will be available.
- Each chapter will make the decision regarding who lives in, as they do now.
- House corporation budgets and Annual Agreements will be reviewed and revised as needed based on lower membership expectations and the moving of the combined House Director Conference and House Corporation Summit to a virtual event.

Recruitment
- Chapters will have hybrid or in-person recruitment, potentially with social distancing dependent on campus Panhellenic's decision on fully structured recruitment (FSR).
- It is anticipated that in-person or a hybrid continuous open bidding (COB) will be in effect for most chapters on campuses across the country. However, if the campus requires social distancing, all items within this section should reflect the social distancing expectations of the institution.
- RPWs/Prep Week in-person with social distancing. Virtual options should be available if members do not feel comfortable being involved.
- Campus Panhellenics may have chapters produce a video for the first round in addition to conversation with PNMs.
- Preference events could be in-person with social distancing. No food or drink should be served with no frills. Preference ceremonies may need to be recorded previously on video.
- Bid Day could be in-person with social distancing.
- Be prepared with virtual options to engage members in other ways if they do not feel comfortable being involved with in-person events. Be prepared with virtual options in recruitment for PNMs who may be immuno-compromised.

Foundation Fundraising/Service/Education
Fundraising
- Signature fundraisers (ie: Anchor Splash/Games) and Non-Signature fundraisers may be held in person as allowed by state/local/university guidelines. These events must be approved via the standard Foundation event approval process. For ideas on holding virtual fundraising events, refer to the Virtual Foundation Fundraising Resource.

Service

- Members are expected to complete 8 Do Good hours. Volunteering may be in-person or virtual with chapter-designated opportunities or something members choose individually. Do Good Service for Sight hours remain a priority.

Education
- Foundation Education for Recruitment: Let's Talk Philanthropy should be presented in the same delivery method as the rest of recruitment prep week.

Appendix A: CDC Support Visits

How to Host a CDC – COVID-19 Guidelines

Collegiate Development Consultants are recent college graduates who devote a full year to supporting collegiate Delta Gamma chapters across the United States and Canada through leadership development, education and guidance that assists collegians and chapters in reaching their full potential. They meet with chapter officers to coach them in their roles and leadership development. CDCs lead workshops with chapters, educate collegians on chapter operations, and ensure the chapter is in accordance with the Fraternity Standards for Collegiate Chapters. They aid the collegiate officers in identifying strengths and areas of improvement, while providing support in developing action plans to address those areas, often applying tailored programming to meet the chapter or officer's needs.

Scenario 1 - All Online

If classes at your institution are being delivered fully online, there is the potential you will have a Collegiate Development Consultant (CDC) visit scheduled to help support your chapter virtually.

COMPONENTS OF A CDC VISIT

There are 8 types of visits that are possible within a CDCs schedule. Those are:
- Annual visits
- Pre-recruitment visits
- Recruitment visits
- COB visits
- Membership support visits
- Retention visits
- Transition visits
- Targeted visits
- Any combination of the above

The components of your CDC visit vary based on the type of visit you will be receiving. Please review the Collegiate Development Consultant (CDC) Support Guide in the library for details and information regarding your visit. Please check the Library for the most recent CDC visit schedule. The CDC will send you a pre-visit email 14 days prior to their visit that provides an introduction and additional details.

During a virtual visit, all meetings will occur over Zoom and should be scheduled according to your CDC's provided availability through Calendly. The CDC will have her own Zoom account and will send meeting links to collegiate officers for their meeting. Please ensure CMT officers invite their JCMT counterparts to each meeting and have the Zoom information which will be sent from the CDC and will be available in Calendly. When setting up the schedule for your CDC visit, be sure to check your chapter's calendar and invite the CDC to all of your chapter's events and meetings during the virtual visit, including sisterhood activities. If any meeting has an agenda, please ensure these are uploaded to your chapter's Google folder included in the CDC's pre-visit email, before those meetings occur.

1. Annual, Retention, Targeted, and Transition Visits

CMT should complete the CDC Visit Information form in Anchorbase and Virtual Annual Visit Checklist in Google Docs, sent from the CDC in her pre-visit emails, prior to the virtual visit.

In creating the schedule for your CDC's visit, please prioritize:
- Chapter president hosts an introduction call with your CDC to clarify what the virtual visit will look like, expectations, and availability for scheduling (30 minutes)
- CDC presentation or workshop (20-90 minutes)
  - Presentation options include:
    - Accountability
    - Connecting to DG
    - Effective Transitions (transition visits only)
    - Everyday Leadership
    - Fostering Sisterhood and Creating Change
    - Leading in DG 101
    - Lifetime Engagement
    - Social Media
- Officer meetings (90 minutes each)
  - Each CMT officer alone for 60 minutes with their JCMT counterparts joining for the final 30 minutes
- CMT, JCMT and Honor Board meetings (30 minutes each)
- Meeting(s) with the president (30-90 minutes each)
- ATC meeting (30 minutes)
- Fraternity/Sorority Advisor meeting (30 minutes)
- Review of the Fraternity Standards for Collegiate Chapters
  - Reviewed in each officer meeting

2. Recruitment-related Visit
- CDC presentation or workshop (optional) (20-90 minutes)
  -
    - Sealing the Deal: Preference Conversations (recruitment-related visits only)
    -
    - Voting strategy and best practices
- Meeting(s) with the president (30-90 minutes each)
- Meeting(s) with vp: membership
- Meetings with EVC
- Meeting with membership advisor or ATC
- Fraternity/Sorority Advisor meeting
- Collaboratively identify recruitment-related strengths, weaknesses, and both short and long-term action items
- Attend any virtual recruitment prep

3. New Chapter Support Visit
- Officer or committee meetings
- CMT or committee-head meetings
- Committee meetings or JCMT, and Honor Board meetings
- ATC meeting
- Fraternity/Sorority Advisor meeting
- Review of the Fraternity Standards for Collegiate Chapters
- If visit is recruitment related, attend any virtual recruitment prep or events

CDC LODGING REQUIREMENTS FOR YOUR CDC VISIT

There are no lodging requirements for a virtual CDC visit. There will not be any meal requirements for a virtual CDC visit but please keep in mind your CDC's time zone stated in her pre-visit email for meal breaks when planning her schedule.

Scenario 2 - Shortened Term or Socially Distanced on Campus

Some campuses will operate with a shortened term this fall. Since chapter members are returning to campus, there is the potential you will have a Collegiate Development Consultant (CDC) in-person visit scheduled to help support your chapter.

Precautions for an in-person CDC visit include:

- All in-person meetings will occur with social distancing and CDC (Center for Disease Control) recommended guidelines in place.
- All collegians and the CDC will remain 6-feet apart and wear masks for the duration of the interactions.
- All meetings must be held in open air spaces where either windows can be open, fresh air is circulating, or outside.
- CDCs will be monitoring their temperatures daily. If a CDC's temperature is read higher than 100 degrees Fahrenheit, they will quarantine and notify the collegiate officers immediately.
    - All meetings for the remainder of the visit will be cancelled or moved virtually depending on the CDCs other symptoms and wellbeing.
- All virtual meetings will occur over Zoom and should be scheduled according to your CDC's provided availability through Calendly. Please ensure your JCMT counterparts are included when scheduling officer meetings with the CDC and have the Zoom information which will be sent from the CDC.
- When scheduling your CDC visit, be sure to check your chapter's calendar and invite the CDC to all of your chapter's events and meetings during the virtual visit, including sisterhood activities.
- If any meeting has an agenda, please ensure these are uploaded to your chapter's Google folder included in the CDC's pre-visit email, before those meetings occur.
- The CDC will create the Zoom links and send them to the collegiate officers after the collegiate officers complete the CDC's schedule in Calendly.

COMPONENTS OF A CDC VISIT
There are 7 types of visits that are possible within a CDCs schedule. Those are:
- Annual visits
- Pre-recruitment visits
- Recruitment visits
- COB visits
- Membership support visits
- Transition visits
- Targeted visits
- Any combination of the above

The components of your CDC visit vary based on the type of visit you will be receiving. Please review the Collegiate Development Consultant (CDC) Support Guide in the library for details and information regarding your visit. Below are the general guidelines for each type of CDC visit. Please check the Library for the most recent CDC visit schedule. The CDC will send you a pre-visit email 14 days prior to their visit that provides an introduction and additional details.

During a virtual visit, all meetings will occur over Zoom and should be scheduled according to your CDC's provided availability through Calendly. The CDC will have her own Zoom account and will send meeting links to collegiate officers for their meeting. Please ensure CMT officers invite their JCMT counterparts to each meeting and have the Zoom information which will be sent from the CDC and will be available in Calendly. When setting up the

schedule for your CDC visit, be sure to check your chapter's calendar and invite the CDC to all of your chapter's events and meetings during the virtual visit, including sisterhood activities. If any meeting has an agenda, please ensure these are uploaded to your chapter's Google folder included in the CDC's pre-visit email, before those meetings occur.

1. Annual, Targeted, and Transition Visits

CMT should complete the CDC Visit Information form in Anchorbase CDC Officer Information Sheet and Virtual Annual Visit Checklist in Google Docs, sent from the CDC in her pre-visit email via Google Docs, prior to the virtual visit. Anchorbase tasks related to an annual CDC visit should be completed within the timeline requested.
In creating the schedule for your CDC's visit, please prioritize:
- Chapter president hosts an introduction call with your CDC to clarify what the virtual visit will look like, expectations, and availability for scheduling (30 minutes)
- CDC presentation or workshop (20-90 minutes)
  - Presentation options include:Examples of presentations, but all can be personalized to your chapter:
    - Accountability
    - Connecting to DG
    - Effective Transitions (transition visits only)
    - Everyday Leadership
    - Fostering Sisterhood and Creating Change
    - Leading in DG 101
    - Lifetime Engagement
    - Social Media
- Officer meetings (90 minutes each)
  - Each CMT officer alone for 60 minutes with their JCMT counterparts joining for the final 30 minutes
- CMT, JCMT and Honor Board meetings (30-90 minutes each)
- Meeting(s) with the president (30-90 minutes each)
- ATC meeting (30 minutes)
- Fraternity/Sorority Advisor meeting (30 minutes)
- Review of the Fraternity Standards for Collegiate Chapters
  - Reviewed in each officer meeting

2. Recruitment-related Visit
- CDC presentation or workshop (optional) (20-90 minutes)
  - Examples of presentations, but all can be personalized to your chapter:
  - Conversation tips and tricks
    - Sealing the Deal: Preference Conversations (recruitment-related visits only)EVC discussions: character concerns
    - Philanthropy
    - Finance discussions
    - Preference conversations
    - The purpose of EVC
    - Virtual engagement
    - Voting strategy and best practices
- Meeting(s) with the president (30-90 minutes each)

- Meeting(s) with vp: membership
- Meetings with EVC
- Meeting with membership advisor or ATC
- Fraternity/Sorority Advisor meeting
- Collaboratively identify recruitment-related strengths, weaknesses, and both short and long-term action items
- Attend any virtual recruitment prep

3. New Chapter Support Visit
- Officer or committee meetings
- CMT or committee-head meetings
- Committee meetings or JCMT, and Honor Board meetings
- ATC meeting
- Fraternity/Sorority Advisor meeting
- Review of the Fraternity Standards for Collegiate Chapters
- If visit is recruitment related, attend any virtual recruitment prep or events

CDC LODGING REQUIREMENTS FOR YOUR CDC VISIT

If you are set to receive an in-person CDC visit, the chapter is responsible for organizing their lodging. The following are accepted lodging situations for a CDC visit:
- Private room in a chapter facility
- Private hotel room
- Private Airbnb
- Private room in a residence hall with a private bathroom or bathroom only shared with Delta Gammas

Due to health and safety precautions, the following are no longer acceptable lodging situations for a CDC:
- Residence/apartment/house of a collegiate member
- Residence/apartment/house of a local alumna
- Shared room in a residence hall
- Shared room in the chapter facility

If the above accommodations cannot be met by the approved chapter budget, please talk with your RFS for approval to use accumulated surplus money.

Scenario 3 - On Campus, But New Normal

With classes being on campus, there is the potential you will have a Collegiate Development Consultant (CDC) visit scheduled to help support your chapter.

Precautions for an in-person CDC visit include:

- No masks or social distancing required. When scheduling your CDC visit, be sure to check your chapter's calendar and invite the CDC to all of your chapter's events and meetings during the virtual visit, including sisterhood activities.
- If any meeting has an agenda, please ensure these are uploaded to your chapter's Google folder included in the CDC's pre-visit email, before those meetings occur.
- The CDC will create the Zoom links and send them to the collegiate officers after the collegiate officers complete the CDC's schedule in Calendly.

COMPONENTS OF A CDC VISIT

The components of your CDC visit vary based on the type of visit you will be receiving. If your campus and state are allowing visitors and travelers from other states, you may receive an in-person visit. If they do not, your chapter is eligible for a virtual CDC visit. Regardless of type of visit (in-person or virtual) all components of a CDC visit should be scheduled by the chapter.

There are 8 types of visits that are possible within a CDCs schedule. Those are:
- Annual visits
- Pre-recruitment visits
- Recruitment visits
- COB visits
- Membership support visits
- Retention visits
- Transition visits
- Targeted visits
- Any combination of the above

The components of your CDC visit vary based on the type of visit you will be receiving. Below are the general guidelines for each type of CDC visit. Please check the Library for the most recent CDC visit schedule. The CDC will send you a pre-visit email 14 days prior to their visit that provides an introduction and additional details.

During a virtual visit, all meetings will occur over Zoom and should be scheduled according to your CDC's provided availability through Calendly. The CDC will have her own Zoom account and will send meeting links to collegiate officers for their meeting. Please ensure CMT officers invite their JCMT counterparts to each meeting and have the Zoom information which will be sent from the CDC and will be available in Calendly. When setting up the schedule for your CDC visit, be sure to check your chapter's calendar and invite the CDC to all of your chapter's events and meetings during the virtual visit, including sisterhood activities. If any meeting has an agenda, please ensure these are uploaded to your chapter's Google folder included in the CDC's pre-visit email, before those meetings occur.

1. Annual, Retention, Targeted, and Transition Visits

CMT should complete the CDC Officer Information Sheet and Virtual Annual Visit Checklist, sent from the CDC in her pre-visit email via Google Docs, prior to the virtual visit. Anchorbase tasks related to an annual CDC visit should be completed within the timeline requested.
In creating the schedule for your CDC's visit, please prioritize:

- Chapter president hosts an introduction call with your CDC to clarify what the virtual visit will look like, expectations, and availability for scheduling (30 minutes)
- CDC presentation or workshop (20-90 minutes)
    - Examples of presentations, but all can be personalized to your chapter:
        - Accountability
        - Connecting to DG
        - Effective Transitions (transition visits only)
        - Everyday Leadership
        - Fostering Sisterhood and Creating Change
        - Leading in DG 101
        - Lifetime Engagement
        - Social Media
- Officer meetings (90 minutes each)
    - Each CMT officer with their JCMT counterparts
- CMT, JCMT and Honor Board meetings (30-90 minutes each)
- Meeting(s) with the president (30-90 minutes each)
- ATC meeting (30 minutes)
- Fraternity/Sorority Advisor meeting (30 minutes)
- Review of the Fraternity Standards for Collegiate Chapters
    - Reviewed in each officer meeting

2. Recruitment-related Visit
- CDC presentation or workshop (optional) (20-90 minutes)
    - Examples of presentations, but all can be personalized to your chapter:
        - Conversation tips and tricks
        - EVC discussions: character concerns
        - Sealing the deal: Preference Conversations
        - Voting strategy and best practices
- Meeting(s) with the president (30-90 minutes each)
- Meeting(s) with vp: membership
- Meetings with EVC
- Meeting with membership advisor or ATC
- Fraternity/Sorority Advisor meeting
- Collaboratively identify recruitment-related strengths, weaknesses, and both short and long-term action items
- Attend any virtual or in-person recruitment prep or events

3. New Chapter Support Visit
- Officer or committee meetings
- CMT or committee-head meetings
- Committee meetings or JCMT, and Honor Board meetings
- ATC meeting
- Fraternity/Sorority Advisor meeting
- Review of the Fraternity Standards for Collegiate Chapters
- If visit is recruitment related, attend any virtual recruitment prep

CDC LODGING REQUIREMENTS FOR YOUR CDC VISIT

If you are set to receive an in-person CDC visit there have been changes to the lodging requirements for hosting your CDC. The following are accepted lodging situations for hosting a CDC visit:

- Private room in a chapter facility
- Private hotel room
- Private Airbnb
- Private room in a residence hall with a private bathroom or bathroom only shared with Delta Gamma's

Due to health and safety precautions, the following are no longer acceptable lodging situations for hosting a CDC:

- Collegian's residence/apartment/house
- Alumnae's residence/apartment/house
- Shared room in a residence hall or chapter facility

If your chapter did not budget to be able to accommodate your CDC visit for this situation, please talk with your RFS for approval to use accumulated surplus money.