

Coronavirus (COVID-19) / FAQ & Responses

Pi Kappa Phi and The Ability Experience continue to receive questions from our students, volunteers, partners, alumni, and parents regarding our response to COVID-19. Please keep in mind information may change daily which will impact and change decisions stated previously. We intend to remain in regular communication with our constituents; if you have any questions please reach out to your Chapter Relationship Manager.

CHAPTER SUPPORT & OPERATIONS

How will Seven Objectives of Chapter Excellence (SOCE) and Chapter Operating Expectations (COE) be evaluated for the spring term?

- Archons should continue to work with your Chapter Relationship Manager and turn in any and all documents, programs, fundraising, and other information the chapter was able to accomplish. Please keep in mind some items may be completed remotely and via video to receive credit.
- The Chapter Development Team will take time to evaluate SOCE and COE in the coming weeks and communicate any changes in scoring and/or items marked “Not Applicable” due to present circumstances.

How can we stay connected with one another even with our campus closed and members having moved home?

- It is important that during this time we continue to keep our brothers engaged and involved with each other and the chapter. Listed below are some suggestions and opportunities to continue brotherhood through virtual connections.
- Host weekly Zoom calls at your regularly scheduled chapter time to allow brothers to “congregate” virtually.
- If you chapter has a weekly tradition such as trivia night, game night, etc., continue that tradition. <https://social.quizwitz.com> allows members to play trivia from their phones by typing in a log in code. A free account allows 6 and a premium account allows up to 100 members at a time. <https://www.triviamaker.com> allows you to make your own trivia which you can host through screen share on Zoom.
- Have a designated “coach” who creates workouts for members to do remotely. Members can group FaceTime each other to create a virtual gym experience.
- Set up a video game championship tournament or create a GroupMe that help brothers organize together to find common times to play based off of the game/console.
- Ask 5-10 brothers to be your “connection committee” and ask them to reach out to brothers who might be isolated or not as connected to other members of the chapter. A simple phone call or text can go a long way right now to keep members engaged and connected.
- Create care packages to send to brothers who might be sick/family members who are sick.
- Create GroupMe groups for brothers based off of their major so they can set up online study groups. Remote learning is an adjustment and relying on each other to continue academic success is important.
- Have your Scholarship Chair post “remote tip of the week” to help brothers succeed and transition with online learning.
- Photo Bingo - brothers must fill out a bingo board of picture ideas such as their Pi Kapp apparel, where they are working remotely, family photos/pets, etc.

Our university has not required us to cancel events. What do you recommend?

- As this seems to be changing with each passing day, we recommend you stay up to date on current university recommendations and follow their direction. As of Wednesday, March 18, the CDC has recommended no more than 50 people in a gathering and the White House Coronavirus Task Force has recommended no more than 10.
- For the health and safety of all members, we encourage you to hold chapter meetings and associate member education via online platforms and cancel any large-scale events for the remainder of the spring term.

How can we hold chapter meetings if we are not allowed to meet in person?

- There are numerous ways to use technology to engage with one another and hold chapter meetings. We strongly encourage the chapter to plan and prepare for a fall budget season, fall recruitment, and other chapter programs and events that will need to be rescheduled for fall. All of these committee and chapter meetings can be held through FaceTime, Google Hangouts, Zoom, and other platforms. Look into pricing options for one master account to be premium to avoid time limits or participant limits.
- We do not recommend holding formal chapter meetings, if Ritual robes are available, via video.

Why is my son still participating in events/meetings/etc.?

- We have advised all chapters to follow the direction of the host institution regarding meetings, gatherings, etc. If the chapter is not following these directions, please let us know and we will follow up with chapter leadership and advisors.
- We have advised all chapters to utilize technology to continue meetings and associate member education, in addition to practicing social distancing whenever possible.
- As of Tuesday, March 17, the CDC has recommended no more than 50 people in a gathering and the White House Coronavirus Task Force has recommended no more than 10. We encourage chapters to follow this recommendation and stay abreast of any changes to these recommendations in the coming days and weeks.

CHAPTER BILLINGS, DUES & FEES FOR THE FRATERNITY

Will the chapter still need to pay the national dues and housing investment fund invoice as well as other open invoices that were billed prior to March 15, 2020?

- Yes, if not already paid in full, the chapter will still need to fulfill the Spring 2020 Member Dues and Housing Investment Fund (HIF) invoice that was billed on February 14, 2020. Additionally, the chapter will still need to fulfill all open invoices that were billed prior to March 15, 2020. Fall New Member Insurance continues to provide coverage for new members until October 1, 2020, and was billed on February 15, 2020; pre-initiation fees should have been collected and paid to the National Headquarters within 72 hours of the ceremony. The National Headquarters will waive late fees for chapters experiencing financial challenges during this time period. We will continue to monitor all respective chapter circumstances related to COVID-19.
- During these unprecedented times, the support of brotherhood is needed now more than ever. While certain services and businesses are closing, the National Council and National Headquarters are working diligently to support and assist chapters in the closing of physical campuses as well as what it looks like for the brotherhood to continue virtually.

Will future invoices and billings from the National Headquarters change?

- Yes, the second installment of Supreme Chapter are on hold while we continue to monitor the COVID-19 situation.

Why was our chapter billed for the 2020-2021 risk management and insurance program on April 16?

- While some outlooks seem unclear right now, we do know that for our chapters and the Greater Fraternity to successfully continue, there are basic business operations that must continue even during these unique times. One of these is our risk management and general liability insurance program.
- Chapters were billed for the 2020-2021 risk management and general liability insurance program on Thursday, April 16, at the rate of \$300 per member. Chapters that pay in full by June 30 will receive a 10% discount. The deadline to pay the invoice in full is September 21, 2020. We will accept good faith payment plans in the fall for those chapters unable to pay by the September 21 deadline.
- Chapter leadership received the invoice, billing roster, and additional details from Mark E. Timmes and national staff. Please speak with your chapter leadership for any questions regarding local dues. Chapter leadership and advisors should work with the Chapter Relationship Manager for payments, roster adjustments, and general information and additional questions regarding the program and billing.

Will individuals be refunded/credited for local chapter events that chapters canceled due to COVID-19?

- This will be established locally. It is important to remember that many events might already be under contractual obligations and deposits or monies already paid might not be able to be returned as part of the cancellation clauses in contracts.
- We encourage chapters to review their remaining billing cycles, and if it is possible to adjust local chapter dues. If the Archon or Treasurer would like assistance in reviewing this, please contact your Chapter Relationship Manager.
- We strongly encourage chapters to hold off on any refunds until all invoices and vendors have been paid for services rendered this year to avoid carrying debt into the 2020-2021 academic year.

Are we able to update our chapter roster with any membership changes?

- Rosters were completed in February for spring member dues billing and for the upcoming Risk Management & General Liability Insurance Program Fee. At this time, we are planning for all updates impacting the fall term to be completed on schedule by September 10 (Sept. 30 for quarter schools) during the "normal Green Report season." The fall Green Report will direct fall member dues and housing investment fund billings.

ASSOCIATE MEMBER EDUCATION & RITUAL OF INITIATION

Since chapters are expected to continue Associate Member Education virtually for the spring semester, the National Council has approved the expectation that all spring associates should be initiated by Sept 10 (semester schools) and Sept 30 (quarter schools). Chapters should plan to hold ROI for the spring associates prior to starting a fall associate member education program.

What are recommendations for holding ROI?

- First and foremost, the health and safety of our members is of the utmost importance.
- All chapters and members should follow the direction of their host institution regarding events, gatherings, etc. If your university has asked for all on and off campus events to be canceled, this applies to ROI.
- We recommend following CDC and national guidelines for gatherings; as of Monday, March 16, the recommended max number of people to gather is 10.

- At this point (March 18th) the National Headquarters recommends not holding a Ritual of Initiation ceremony simply because we cannot predict the unintended outcomes of a small gathering of people. Instead, it is recommended that chapters begin planning for an early fall initiation date.
- **Ritual of Initiation should not be held virtually in any manner.** Because the Ritual is esoteric, please reserve all Ritual materials and scripts for in person interaction only, to be held upon return to campus.
- Please use this time to have your Chaplain and Ritual committee meet virtually to plan, practice, and prepare for the first few weeks of the fall term to hold Ritual of Initiation and debrief with your spring associate members.

Are we able to reschedule ROI?

- Yes, if your date changes due to campus moving to online only classes and not allowing any student organization meetings, please reschedule for when regular classes resume this term.
- If classes remain online and student organizations are not allowed to meet for the remainder of the spring term, chapters should use the summer to plan and prepare to hold the Ritual of Initiation within the first three weeks of the fall term. In addition, the spring associate members will be required to be initiated **prior** to the fall associate members going through Pre-Initiation.
- All spring associate members should continue their associate member education program through online platforms, including meetings, subordinate rituals, and scheduled brotherhood engagement online. Please work with your Chapter Relationship Manager to plan accordingly.

RECRUITMENT

- Spring recruitment and in person events may have been cancelled; however, this is a great opportunity for your brothers to engage on social media and share positive stories of fraternity. Continue to engage with incoming freshmen social media groups, reach out to unaffiliated friends from classes and other student organizations, and build connection and relationships that will set you up for success for fall recruitment.
- Vice Archons, Recruitment Chairs, and Recruitment Committees should take advantage of this time to meet virtually and plan fall recruitment events, strategies, and fine tune the overall recruitment plan. Please contact your Chapter Relationship Manager or Director of Expansion & Growth, [Parker Begale](#), to be set up with a special recruitment coaching session!

SPRING FORMALS & SOCIAL EVENTS

- Spring social events need to follow all local, state and university directives and follow responsible citizenship. If you have not done so already this would be a good time to discuss cancelation of future social events.
- The Archon or Treasurer should contact [Brooke Kingsley Isbell](#) for assistance in contract review.
- Regular chapter accountability protocols are still in place to hold chapters accountable for chapter behavior. Should the National Fraternity be made aware of an event that is not in compliance with Pi Kappa Phi's Risk Management Policy the chapter may receive an interim suspension.

SUMMER EVENTS

Is Pi Kapp College for Emerging Leaders still being held this summer?

- As of April 16, Sessions I and II for Pi Kapp College for Emerging Leaders are canceled. The Training & Development Team will reach out to any admitted students and facilitators with additional details. If you have specific questions, please contact [Rebecca Curtis](#).

Is Supreme Chapter still occurring in Baltimore?

- As of March 18, Supreme Chapter is still being held. The second half of billing to chapters (\$875) is currently on hold pending updates regarding COVID-19. Additional details will follow for payment and registration.

Is The Ability Experience still holding all summer events?

- As of April 16, all summer events are cancelled. Ability Experience staff are communicating changes to Gear Up Florida, Build America, or Journey of Hope to team members and parents, in addition to updates to the website.