



Epsilon Gamma Advisory Team  
April 24<sup>th</sup> 2004 (Introduction Meeting)  
Meeting Summary

- I. Members in attendance: Dave Steiner, Greg Compton, Chuck Williams, Chuck Parker, Will Hilliker, Steve Henderson, Todd Binsfield and Scott Nadeau. Andrew MacDonald was also there briefly to drop off supplies.

II. The Advisor Team Concept

Dave Steiner

- A. Dave explained that there would be a “team” in place for each position category.
- 1) Each team will have a captain at each position category
  - 2) The team captain will be the primary contact for each position category.
- B. Dave explained the concept of an Advisor as a “coach”, not an authority.
- 1) The Advisors role will be to “coach” the new colony, not decide policy. This may involve letting the new colony make mistakes.
  - 2) The Advising Team and the EGHC will be separate entities; yet will work together to ensure that we have a successful colony at CMU.
- C. Dave explained the advisor expectations (*Handed out at the meeting*)
- 1) All advisors should familiarize themselves with the advising team manual found at: <http://www.betathetapi.org/mp/advisoryteam.htm>
  - 2) All advisors should be familiar with the *Men of Principle* Advisory Team Support Timeline.
  - 3) Dave then read though some of the major expectations of an Advising Team.
- D. Dave then talked about The 5 Key Members of the Advisory Team – These are “must have” positions to have in place before recolonization.
- 1) Chapter Counselor
  - 2) Financial
  - 3) Recruitment
  - 4) Pledge Education
  - 5) Risk Management
- E. Dave then covered “The Expanded Chapter Advisory Team” - There are optional positions that can be added to the Advising Team. He also explained that at this meeting we would not be focusing on these positions.
- F. Communications
- 1) A brief discussion took place about communications within the Advising Team.
    - Team Members will report to Captains, Captains will report to Councilor Captain.
  - 2) Dave then yielded the floor to Scott Nadeau who spoke about the website and newsletter and his philosophy regarding both. He also spoke about different tools that are available for communication purposes like e-mail lists and special pages on the website.

II. Putting it all in motion

Dave Steiner

- 1) Dave took to appointing “Teams” of advisors (a team for each of the 5 categories) “general” advisors will fall under Councilor Team.
- 2) 5 Key Advisors/Co-Advisors/Captains
  - a. Chapter Counselor
    - i. Dave Steiner – Captain
    - ii. Greg Compton – Co-Captain
    - iii. Team Members: Todd Binsfield, Willie Hilliker (EGHC/Advisor Liaison)



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- b. Financial - Steve Henderson – Captain
    - i. Team Members: VACANT
  - c. Recruitment - VACANT
  - d. Risk Management
    - i. Paul Koehn – Captain
    - ii. Team Members: Brad Ervans (Campus contact)
  - e. Pledge Education
    - i. Chuck Williams – Captain
    - ii. Team Members: Chuck Parker
  - f.
- 3) Dave talked briefly about some of the legal issues to being an advisor and talked about the insurance policy that covers each advisor.
  - 4) Dave then talked about the Advisory Team schedule
    - a. ASAP Goals
      - i. Get a Recruitment Advisory Team in place
      - ii. Contact District Chief - we have a new District Chief
      - iii. Meet with CMU Greek Advisor – There is a new CMU Greek Advisor
      - iv. Recruit a Faculty Advisor – Dave mentioned that he has someone in mind, and that person will be approached soon.
    - b. Tentative dates for Recolonization process
      - i. Recruitment Process 10/18 – 10/28
      - ii. “Kickoff presentation” 10/9 (CMU Homecoming)
      - iii. Campus wide beta Informational Meeting 10/18
      - iv. Pledge induction ceremony 10/28
    - c. July Advisor Team Meeting
      - i. Tentatively scheduled for the EGHC Work Weekend 7/10
      - ii. October Advisor team meeting in Mt. Pleasant
      - iii. Future Quarterly or 2 Meetings a year, to be discussed at July Meeting
- III. Other Discussions/ Action Items/ Roundtable Discussion
- 1) Goals for the next meeting
    - a. Each Captain will have his team in place as well as the goals for his position laid out
    - b. Identify the Alumni members who will still be undergraduates in the Fall at CMU
    - c. Review CMU’s Greek Life Policies
    - d. Familiarize yourself with the recolonization process and the schedule for it
  - 2) Dealing with Undergraduate Alumni Members
    - a. A letter will be drafted and sent out this summer to each Alumni Member who is still an undergraduate at CMU.
    - b. All alumni undergraduate members will be invited to attend a meeting prior to the recolonization process to discuss their role in the new colony.
    - c. Some undergraduates still owe money and will be asked politely for payments.
  - 3) Financial Issues
    - a. The Chapter used Omega Financial as a resource for collecting dues.
    - b. We are not using that company now that we don’t have a chapter.
    - c. Update: We can reopen our account at any time.
  - 4) The EGHC and Alumni Members
    - a. Some Alumni Members still owe money to the EGHC
    - b. Those members will be politely reminded of their outstanding balance when they inquire about anything through the website or by e-mail.
    - c. Password access to the website is currently being withheld for those members with outstanding balances.



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- 5) More solid discussion will take place at the next meeting.  
--Advisor schedule for this year will be mapped out.