



## Fraternity: Committees

### ALUMNAE COMMUNICATIONS COMMITTEE

**Charter:** A committee is proposed to support alumnae in developing communication strategies, resource creation and project implementation. This committee will evaluate available resources for alumnae communications, contribute to public relations and marketing initiatives and assist alumnae group leaders in advancing their projects.

**Standing Committee Member(s):**

- Fraternity Director: Communications Advancement, Co-Chair
- Fraternity Director: Communications Support, Co-Chair
- Fraternity Director: Alumnae Engagement or Alumnae Operations
- director of marketing and communications or their designee
- assistant director for alumnae services or their designee
- A member of the Alumnae Advisory Board

Five to seven volunteers who would be identified either via an application process or a call for support, with terms determined by the committee co-chairs.

**Scheduled Meeting Time:** To be determined

### AT RISK COLLEGIATE CHAPTER COMMITTEE

**Charter:** A committee is hereby formed to ensure that all functional areas of the collegiate chapter experience, including but not limited to, operations, recruitment, and finance, are reviewed in the aggregate to confirm that all collegiate chapters receive appropriate support, when necessary. To achieve this goal, the committee will consist of Fraternity Directors and Executive Offices staff spanning the different functional area teams. This committee will meet on a recurring basis to ensure timely evaluations regarding the health and support of each chapter so the Fraternity can intervene strategically. Any recommendations for additional support will be shared with the Collegiate Chapter Support Committee for approval. This committee will also discuss any needs to communicate with chapter and local alumnae as well. The Fraternity's Collegiate Fraternity Standards will serve as the core for assessing the overall health of our chapters, with special attention also being given to a chapter's ability to meet housing expectations, maintain financial expectations, and sustain a chapter size that is viable for their operations.

### **Standing Committee Members:**

- Volunteers
  - Fraternity Director: Chapter Support
  - Fraternity Director: Chapter Advancement
  - Fraternity Director: Collegiate Recruitment Development
  - Fraternity Director: Finance
  - Fraternity Director: Housing
  - Council Trustee: Collegians (Chair)
- Staff
  - director of member services
  - assistant director of growth and development/Chief Panhellenic Officer
- In addition to the identified individuals above, the following individuals will also receive a copy of the meeting minutes and/or may be requested to attend a meeting should a direct action be necessary for a chapter.
  - director of fraternity finance
  - director of housing operations
  - assistant director of collegiate finance

**Scheduled Meeting Time:** Anticipated once a month

### **BELONGING ADVISORY COMMITTEE**

**Charter:** The Belonging Advisory Committee is formed to help guide and inform Delta Gamma's efforts around belonging, equity, inclusion, and diversity to achieve our goal of ensuring Delta Gamma is more equitable, more inclusive, and more diverse, creating a sense of belonging amongst members who hold identities that have been marginalized.

#### **Standing Commission Member(s):**

- Volunteer:
  - Fraternity Director: Belonging (Chair)
- Staff:
  - assistant director of belonging efforts

The chair of the commission retains the commission members names and information.

**Scheduled Meeting Time:** Third Tuesday of the month (7 p.m. ET)

### **COLLEGIATE COMMUNICATIONS COMMITTEE**

**Charter:** A committee is proposed to support collegiate officers, members, and chapters in developing and executing communication strategies, resource development and operational records. The committee will review currently available resources and provide additional materials to ensure seamless communication in all areas with the support and collaboration of the Marketing and Communications staff team.

#### **Standing Committee Member(s):**

- Volunteers:
  - Fraternity Director: Communications Support (Co-Chair)
- Fraternity Director: Communications Advancement, Co-Chair
- Fraternity Director: Awards

- director of marketing and communications or their designee
- collegiate services staff member
- member of the Collegiate Advisory Board

Five to seven volunteers who would be identified either via the application process or call for support, with terms determined by the committee co-chairs

**Scheduled Meeting Time:** To be determined.

## COLLEGIATE RECRUITMENT COMMITTEE

**Charter:** Collegiate Recruitment Committee be formed to high grade Delta Gamma's approach to strategic recruitment support. Decision-making based on diverse expertise and perspectives from across our collective membership would facilitate more effective support for our chapters, helping to navigate critical circumstances towards renewed prosperity within the campus environments where they operate. The committee would have shared responsibility to support our collegiate chapters in their recruitment efforts, allowing for efficient problem solving and ideation of high caliber strategies.

### Standing Commission Member(s):

- Volunteers:
  - Fraternity Director: Collegiate Recruitment
- Staff
  - collegiate recruitment consultant

Committee members will be identified via an application process.

**Scheduled Meeting Time:** To be determined

## COLLEGIATE SUPPORT COMMITTEE

### Charter:

### Standing Committee Member(s):

- Volunteers:
  - Council Trustee: Collegians
  - Fraternity Director: Shapter Support
  - Fraternity Director: Shapter Advancement
- Staff:
  - director of member services

**Standing Committee Members:** Twice a month

## DATA GOVERNANCE COMMITTEE

**Charter:** A committee is hereby formed to oversee the collection and secure storage of data for Delta Gamma Fraternity. To achieve this goal, the committee will:

- Review what data has already been collected and how it is used
- Create policies and guidelines for future data collection and storage
- Manage the ongoing collection and storage of data
- Continue to evaluate our operations to find additional ways to streamline and simplify

**Objectives:** The primary objective(s) of this committee shall be:

- Create policies and/or best practices to guide collection, storage, and use of data
- Oversee collection and secure storage of data
- Determine what data should be stored long term
- Transition collection of data to one platform
- Train staff and volunteers as needed on new policies and procedures related to data
- Optimize how data is used for better strategic planning, problem solving, and streamlined operations

**Timeline:** The proposed timeline of this committee shall be:

- First committee meeting held: Spring 2025
- The work of this committee would be ongoing, with regular meetings held on a schedule determined by the committee

**Resources:** The potential resources to this committee are:

- Volunteer and staff subject matter experts, including:
  - associate director for training and volunteer management (volunteer recruitment and as a liaison for the Volunteer Development Committee)
  - Fraternity Archivist (intersects with the work of the Data Governance Committee)
  - Fraternity Director: Chapter Advancement (expertise from the collegiate volunteer side, particularly around CCE)
  - Fraternity Director: Belonging and/or Belonging Advisory Committee as needed to review and offer expertise on content related decisions
- Potentially: cost for additional training from our vendor for staff users on the iMIS forms module (this could be offset by the elimination of SurveyMonkey and JotForm licenses)

**Standing Committee Member(s):**

The proposed members of this committee shall be:

- director of shared services
- director of IT
- assistant director for IT
- director of member services
- alumnae resource specialist
- Fraternity Director: Awards
- Fraternity Director: Communications Support
- assistant executive director/director of donor relations

**Background:** Currently, Delta Gamma Fraternity collects and stores data across multiple platforms, including iMIS, JotForm and SurveyMonkey, as well as informal tools such as Google Forms. This decentralized approach results in:

- **Lack of Organization & Centralization** – Data is scattered across various platforms, making it difficult to track, access, and utilize effectively.
- **Increased Costs** – Maintaining multiple data collection tools creates unnecessary expenses that could be reduced through streamlined solutions.

- **Security & Compliance Concerns** – Storing sensitive member and organizational data across different, sometimes unregulated, systems increases the risk of data breaches, loss, and non-compliance with best practices in data security.
- **Operational Inefficiencies** – Without a unified approach, staff and volunteers spend unnecessary time managing, reconciling, and accessing data instead of focusing on strategic initiatives.
- **Limited Strategic Use of Data** – Inconsistent data management makes it challenging to use insights effectively for decision-making, problem-solving, and long-term planning.

By establishing a Data Governance Committee, Delta Gamma will create a structured and secure framework for data collection and storage, ensuring consistency, efficiency, and long-term sustainability. The committee will lead efforts to consolidate data into a single, well-managed platform, reducing costs, improving security, and enhancing the Fraternity's ability to leverage data for strategic growth.

## DEVELOPMENT COMMITTEE

**Charter:** A committee is hereby formed to consider and explore opportunities for growth within new chapters. To achieve this goal, the committee will review/consider/research strategy efforts with the hope of establishing greater alumnae and collegiate cornerstones.

### Standing Committee Members:

- Volunteers:
  - Fraternity Director: Alumnae Development
  - Fraternity Director: Panhellenic Development
  - Fraternity Director Collegiate Recruitment Development
  - Fraternity Director: Recruitment Operations
- Staff:
  - growth and development specialist (chair)
  - director of member services
  - assistant director for growth and development
  - assistant director for collegiate development
  - assistant director for alumnae services

**Scheduled Meeting Time:** Once a semester

## DIGITAL ARCHIVES COMMITTEE

- A committee is hereby formed for the purpose of reviewing and analyzing the artifacts and records held in the Frances Lewis Stevenson Archives that have been digitized and made available within the digital archive (Odyssey).
- To achieve this, the archivist/historian will work with committee members to thoroughly evaluate all records. The committee will report their findings to the archivist/historian and the committee will have a standing meeting every three months.

## FINANCE & HOUSING COMMITTEE

**Charter:** A committee is hereby formed to help the Finance & Housing team solve “big picture” issues facing the Fraternity. To achieve this goal, the committee will review data, research challenges, consider alternative approaches, define best practices, recommend appropriate policies & procedures, create resources (checklists, flowcharts, learning modules) and meet with local chapter officers and volunteers individually or in small groups.

### Standing Committee Members:

- Former Directors of Finance or Housing
- Former RFSs, RHSs, RFHSs
- Experienced CFAs, ATCs
- Former CDCs with experience in finance & housing matters

## HONOR BOARD RESOURCE COMMITTEE

### Charter:

### Standing Committee Member(s):

- Volunteers:
  - Fraternity Director: Standards (Chair)
- Staff
  - assistant director of collegiate success

25 volunteers who are identified via an application process. The chair of the committee retains the names and information of the at-large committee members.

## LIBRARY COMMITTEE

**Charter:** The Delta Gamma Library Committee will be charged with creating a clear, streamlined, and sustainable process for managing DG’s digital library. This includes establishing a standard operating procedure for creating, editing, organizing, and retiring documents. The committee will also develop standardized naming conventions and evaluate the user experience of the library to ensure it is accessible, intuitive, and aligned with our values and strategic priorities.

### Standing Committee Members:

- Volunteers:
  - Fraternity Director: Communications Support (Co-Chair)
  - Fraternity Director: Collegiate Operations
  - Fraternity Director: Alumnae Operations
  - Regional Director
  - Regional Finance & Housing Specialist
  - Regional Panhellenic & Recruitment Specialist
  - Regional Foundation Coordinator
- Staff:
  - Director of Marketing and Communications (Co-Chair)
  - Assistant Director for Marketing
  - Assistant Director for Communications: Creative Strategies
  - Director of Training, Development & Member Experience or her designee
  - Director of Member Services or her designee

- Foundation Staff as identified by
- Advisory Board Members:
  - A member of the Collegiate Advisory Board
  - A member of the Alumnae Advisory Board

## NEW CHAPTER SUPPORT COMMITTEE

**Charter:** A committee is hereby formed to evaluate and re-imagine our establishment process and strategy and our New Chapter Support Model. To respond to: declining open house pool, enrollment, pandemic challenges, generational changes. To achieve this goal, the committee will review/consider/research new perspectives and strategies for establishment and provide a solid foundation for our new chapters.

### Standing Committee Members:

- Volunteers:
  - Regional Director
  - Regional Collegiate Specialist
  - New Chapter Coordinator
  - Fraternity Director: Chapter Support
  - Fraternity Director: Collegiate Recruitment Development
- Staff:
  - director of chapter services (chair)
  - growth and development specialist
  - assistant director for growth and development
  - assistant director for collegiate development
  - assigned collegiate success specialist
  - assigned collegiate development consultant(s)

**Scheduled Meeting Time:** Every two weeks (per chapter supporting)

## ORGANIZATIONAL EFFECTIVENESS COMMITTEE

**Charter:** A committee is hereby formed to evaluate and streamline systems and processes within Delta Gamma to enhance efficiency and effectiveness across all levels of the organization. To achieve this goal, the committee will review existing operational structures, consider opportunities for improved decision-making and communication, and research best practices.

### Standing Committee Member(s):

- Volunteers:
  - regional collegiate specialist (chair) - this could rotate depending on who is on the committee
- Staff:
  - director of training, development, and member experience
  - associate director for training and volunteer management
  - Fraternity General Council, Katie Klos Russell

Five to seven additional volunteer members are selected through an application process, representing varying levels of involvement through the organization, such as:

- Fraternity Directors
- Local advisers
- Regional specialists
- Member of the BOA

**Scheduled Meeting Time:** To be determined

## RITUALS COMMITTEE

**Charter:** The Rituals Committee's primary purpose will be to promote awareness and education of Delta Gamma Fraternity's rituals and to recommend the development or adaptation of rituals to meet the needs of Delta Gamma's membership. This work supports the goal of all Delta Gammas incorporating rituals and the values they embody into their everyday lives. The RC will hold Article II of the Delta Gamma Constitution, as well as Delta Gamma's rich history of doing good at the heart of all its work.

### Standing Committee Member(s):

- Volunteer:
  - Fraternity Director: Member Education (Chair)
- Staff
  - learning and engagement specialist
  - Fraternity archivist

The at-large committee members consist of 4 alumnae and 2 collegians identified via an application process. The chair of the committee retains the names and information of the at-large committee members.

**Scheduled Meeting Time:** Not determined

## VOLUNTEER DEVELOPMENT COMMITTEE

**Charter:** In addition to overseeing the Leadership appointment process for regional specialists and coordinators, Volunteer Development Committee members would be involved in the recruitment, appreciation, and accountability of Delta Gamma Fraternity volunteers at the local and Leadership levels.

*Members of the Volunteer Development Committee will not be permitted to apply for Leadership roles during the term in which they are responsible for appointments. This is to maintain the utmost integrity of both the appointment processes and due to the substantial workload that would prevent them from effectively serving simultaneously in another Leadership role.*

### Standing Committee Member(s):

- Staff:
  - associate director of training and volunteer management
  - Committee members, including the chair, are identified by an application and possible interview process determined by Council.

**Scheduled Meeting Time:** This varies depending on the committee's needs throughout the year. For example, during Leadership appointments, the committee meets weekly.



## **Committee Charters in Development**

- **PROGRAMMING COMMITTEE**
- **MEMBER EDUCATION COMMITTEE**

## **Completed Recommendations, but may be consulted for further input**

- **MICRO-CHAPTER COMMITTEE**