

**Delta Sigma Phi Fraternity of San Luis Obispo Alumni Corporation Board  
Meeting Agenda**

**Spring 2006 Meeting – April 23rd, 2006  
10:00am-2:00pm**

I.	Introductions	Peabody	10 min
II.	Approval of Old Minutes	Bare	5 min
III.	Open Positions AA or ACB	Peabody	10 min
	<ul style="list-style-type: none"> <li>• Alumni Association Publishing</li> <li>• Alumni Association Membership</li> </ul>		
IV.	Chapter Advisor's Report	Rank	10 min
V.	Financial Review	Ace	30 min
	<ul style="list-style-type: none"> <li>• Audit Results</li> <li>• Active Chapter Treasurer's Report</li> <li>• ACB Treasurer's Report</li> </ul>		
VI.	State of the Chapter	Dobber	20 min
VII.	State of the Property	Bozo	30 min
	<ul style="list-style-type: none"> <li>• Active Chapter Housing Report -</li> <li>• ACB VP Housing / Maintenance Report - Bozo</li> </ul>		
VIII.	Alumni Association Report	Mumbles	20 Min
	<ul style="list-style-type: none"> <li>• Financial Status</li> <li>• Membership</li> <li>• Business Plan</li> </ul>		
IX.	State of the ACB	Peabody	15 min
X.	Old Business		30 min
XI.	New Business	Ace	30 min
	<ul style="list-style-type: none"> <li>• Proposed amendment to By-Laws</li> <li>• Proposed amendment to House Rules</li> </ul>	Dobber	30 Min
			240 min

## Delta Sigma Phi: Chapter Treasurer Report

April 23<sup>rd</sup>, 2006

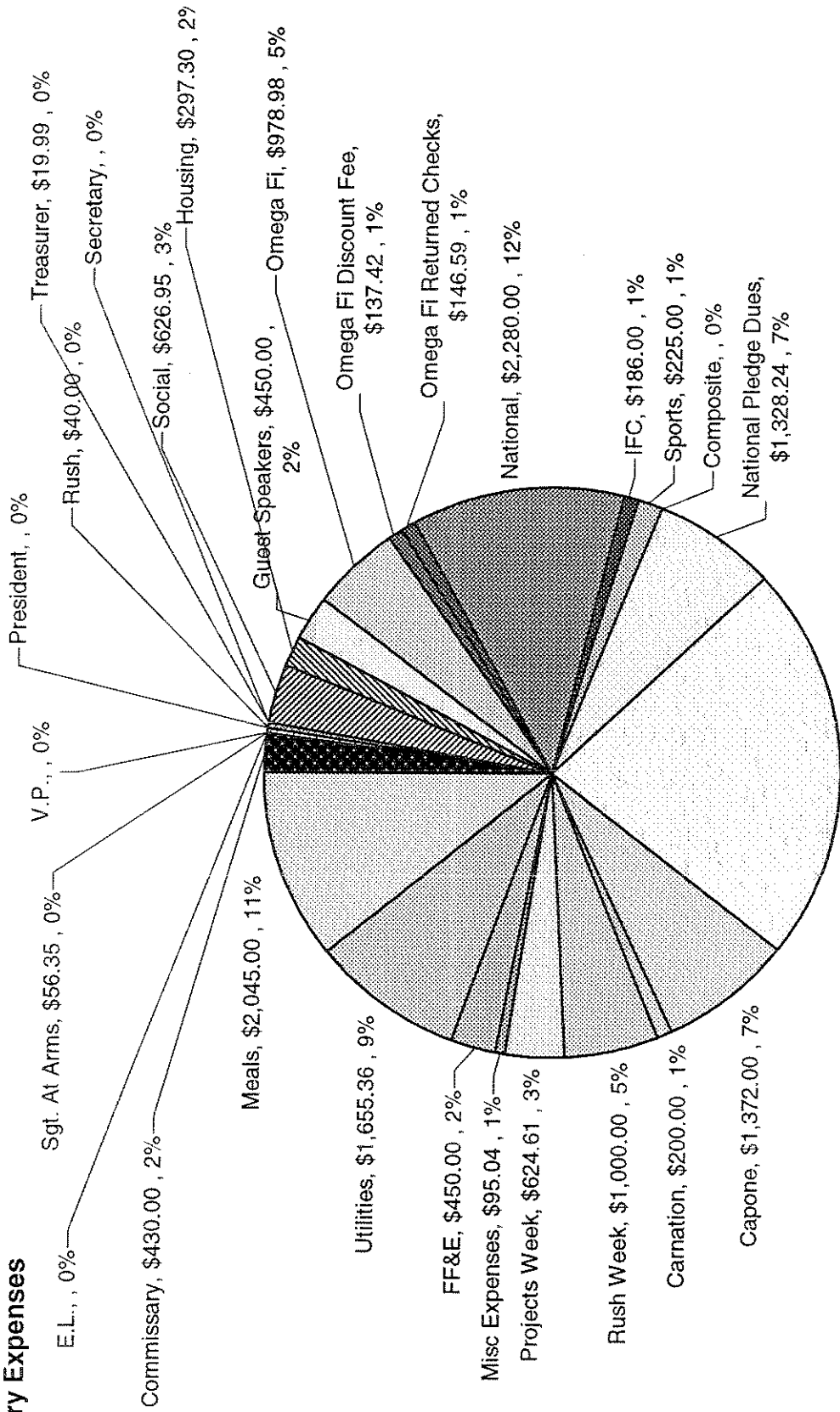
## Financial Status of the House:

- Commissary account fully under control
  - New mandatory meal form along with better tracking of eat-ins and fines increase the commissary budget.
  - Proper management lends cash flow to other areas of the house.
- Aggressively building cushion
  - Over \$7,000 currently in the account. \$5,000 is the current cushion. Well on our way to the \$10,000 goal mark. The cushion buildup is a result of:
    - Proper management of commissary and utilities
    - Large pledge classes
    - Fundraisers such as silent auction and Open House
    - Measures put in place to keep brothers accountable for their dues (must be sober at social functions with high outstanding bills, etc.)
- Philanthropy Organized
  - Sorority Soccer Tournament scheduled for May 13<sup>th</sup>.
  - Expected profits to be donated: \$1500

## Future Goals: (By end of term)

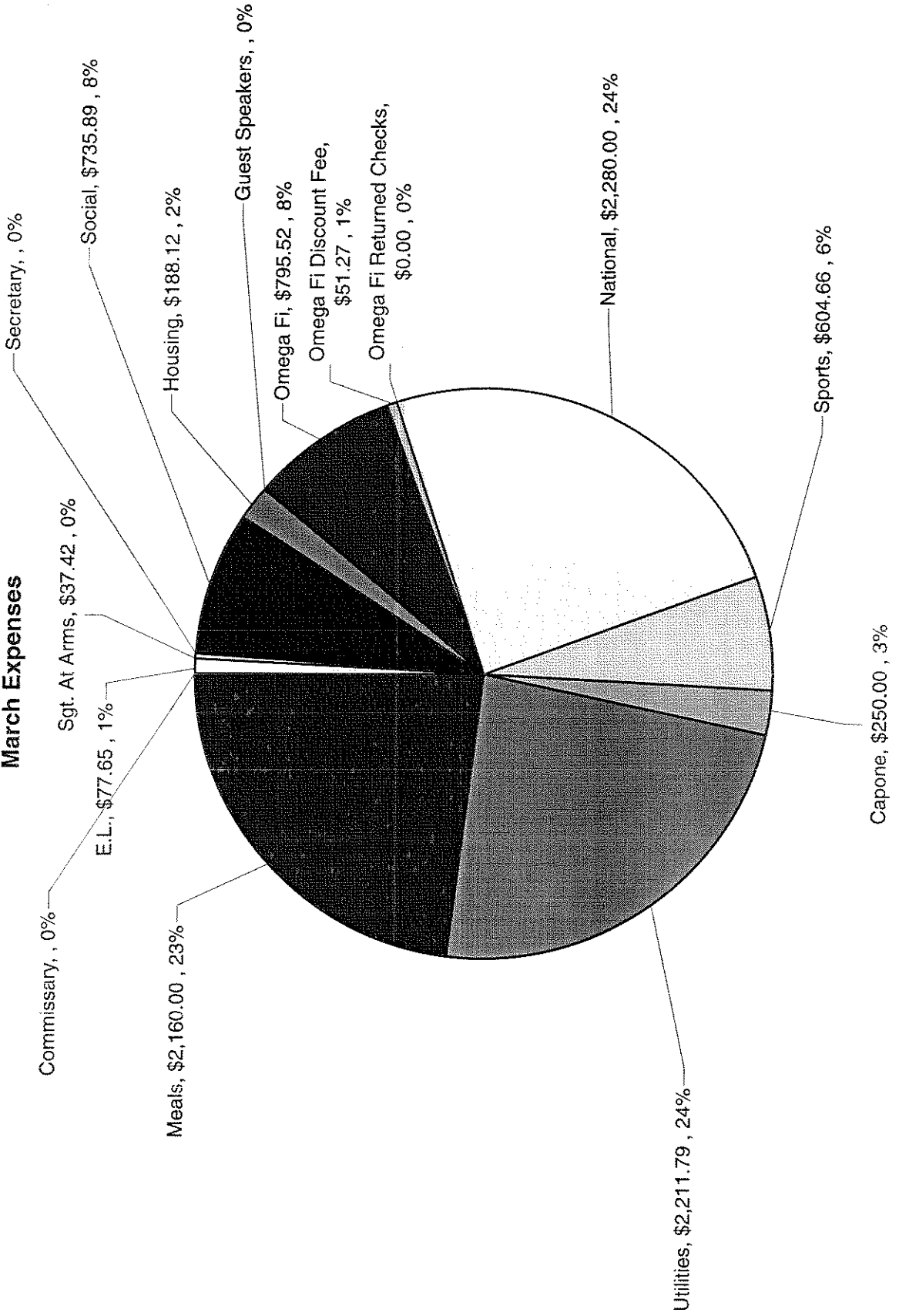
- Replace Omega Fi:
  - Due to a similar business model, hosting company billing solutions work best (ModernBill, etc.)
- Rent
  - Discuss summer and active year rent with ACB to gain back control. (Discussed in proposals)

## February Expenses



National Fees (Pinning & Initiation), \$4,275.00 , 23%

### March Expenses



		February(Budget)	February(Actual)	March(Budget)	March(Actual)	April(Budget)	April(Actual)
<b>Income</b>							
<b>Dues (Projected)</b>	Live Ins	\$1,215.00		\$1,215.00		\$1,395.00	
	Live Outs	\$3,600.00		\$3,600.00		\$3,420.00	
	Senior Actives	\$180.00		\$180.00		\$225.00	
	Pledges	\$0.00		\$675.00		\$585.00	
	Inactives	\$90.00		\$90.00		\$90.00	
	<b>Total Dues</b>	<b>\$4,995.00</b>	<b>\$0.00</b>	<b>\$5,670.00</b>	<b>\$0.00</b>	<b>\$5,625.00</b>	<b>\$0.00</b>
<b>Fines (Budgeted)</b>	Meeting Fines	\$218.00		\$299.00		\$131.00	
	Secretary	\$0.00		\$15.00		\$0.00	
	Housing	\$0.00		\$344.00		\$0.00	
	<b>Total Fines</b>	<b>\$218.00</b>	<b>\$0.00</b>	<b>\$658.00</b>	<b>\$0.00</b>	<b>\$131.00</b>	<b>\$0.00</b>
<b>Others</b>	Omega Fi (Actual) -		\$13,628.25		\$11,562.53		
	ACB Rush	\$1,000.00	\$1,000.00				
	ACB Housing		\$1,500.00				
	Pledges (Pinning Fee)		\$900.00				
	Greek Community						\$41.93
	Silent Auction						\$100.00
	SAFE						\$100.00
	<b>Total Others</b>	<b>\$1,000.00</b>	<b>\$17,028.25</b>	<b>\$0.00</b>	<b>\$11,562.53</b>	<b>\$0.00</b>	<b>\$241.93</b>
	<b>Total Projected Income</b>	<b>\$6,213.00</b>	<b>\$17,028.25</b>	<b>\$6,328.00</b>	<b>\$11,562.53</b>	<b>\$5,756.00</b>	<b>\$241.93</b>
	Collection Rate	90.00%	100.00%	90.00%	100.00%	90.00%	100.00%
	<b>Adjusted</b>	<b>\$5,591.70</b>	<b>\$17,028.25</b>	<b>\$5,695.20</b>	<b>\$11,562.53</b>	<b>\$5,180.40</b>	<b>\$241.93</b>
<b>Expenses</b>							
<b>Budgets</b>	Commissary	\$400.00	\$230.00	\$600.00		\$600.00	
	V.P.	\$50.00		\$50.00		\$50.00	
	E.L.	\$50.00		\$50.00	\$77.65	\$50.00	\$183.63
	Sgt. At Arms	\$50.00	\$56.35	\$50.00	\$37.42	\$50.00	
	President	\$0.00		\$0.00		\$0.00	
	Rush	\$50.00	\$40.00	\$50.00		\$50.00	
	Treasurer	\$25.00	\$19.99	\$25.00		\$25.00	\$49.46
	Secretary	\$40.00		\$40.00		\$40.00	
	Social	\$600.00	\$626.95	\$750.00	\$735.89	\$750.00	\$347.97
	Housing	\$300.00	\$297.30	\$300.00	\$188.12	\$300.00	\$412.29
	Guest Speakers		\$450.00				
<b>Services</b>	Omega Fi	\$367.00	\$978.98	\$367.00	\$795.52	\$367.00	
	Omega Fi Discount Fee		\$137.42		\$51.27		
	Omega Fi Returned Checks		\$146.59		\$0.00		
	National	\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,280.00	\$2,315.00
	IFC	\$76.00	\$186.00	\$76.00	\$0.00	\$76.00	
	Sports	\$106.67	\$225.00	\$106.67	\$604.66	\$106.67	\$445.01
	Composite	\$166.67	\$0.00	\$166.67	\$0.00	\$166.67	
	National Pledge Dues	\$0.00	\$1,328.24	\$250.00	\$0.00	\$216.67	
	National Fees (Pinning & Initiation)	\$0.00	\$4,275.00	\$0.00	\$0.00	\$0.00	\$225.00
<b>Events</b>	Capone	\$166.67	\$1,372.00	\$166.67	\$250.00	\$166.67	\$304.59
	Carnation	\$166.67	\$200.00	\$166.67		\$166.67	\$345.17
	Rush Week	\$1,000.00	\$1,000.00				
	Projects Week	\$0.00	\$624.61				\$1,607.11
<b>Other</b>	Misc Expenses	\$200.00	\$95.04	\$200.00		\$200.00	
	FF&E		\$450.00				
	Utilities		\$1,655.36		\$2,211.79		\$1,906.74
	Meals	\$0.00	\$2,045.00	\$0.00	\$2,160.00	\$0.00	\$1,835.00
	<b>Total Expenses</b>	<b>\$6,094.67</b>	<b>\$18,719.83</b>	<b>\$5,694.67</b>	<b>\$9,392.32</b>	<b>\$5,661.33</b>	<b>\$9,976.97</b>
	<b>Budget/Actual vs. Income</b>	<b>(\$502.97)</b>	<b>(\$1,691.58)</b>	<b>\$0.53</b>	<b>\$2,170.21</b>	<b>(\$480.93)</b>	<b>(\$9,735.04)</b>

**Delta Sigma Phi**  
**ACB Profit & Loss Statement**  
**January 1 thru December 31, 2005**

**Ordinary Income:**

Active Chapter Rent	\$82,109
YTD Interest	586

**Extraordinary Income:**

Recover of Funds	\$ 9,970
------------------	----------

**Total Income****\$92,665****Expenses:**

House Renovation Project	\$38,548
Active House Support(inc. \$9970 xfer)	\$12,880
Insurance	\$ 4,640
Active House Rush	\$ 2,000
Scholarships (21 <sup>st</sup> cent fund)	\$ 2,000
Annual Property Tax	\$ 2,640
ACB Meetings (Travel)	\$ 3,756
National Convention	\$ 2,342
Fire Engine Fund	\$ 1,000
Summer Expenses to ACB	\$ 977
Annual CPA	\$ 500
Misc Housing	\$ 1,396
Pledge Class Projects	\$ 725
ACB Teleconferences	\$ 323
Misc Other	\$ 70

**Total Expenses****\$18,870** ←**Net Income (Loss) for Period****\$ 73,795** ←

**Delta Sigma Phi  
ACB Balance Statement  
As of April 15, 2006**

**ASSETS:**

**Current Assets:**

Checking Operational	\$ 6,133	Cash - Checking
Donations Account	\$ 9,850	Cash - Savings
Major Repair Improvement Reserves	\$30,851	*Interest bear CD
Million Dollar House Rebuild Fund	\$40,000	*needs investing

**Total Current Assets:** \$86,834

**Long-Term Assets**

Computer Equipment (Where?)	\$ 847	w/lo
Furniture & Fixtures (What?)	\$ 5,940	
Machinery & Equipment (What?)	\$ 244	WRITE ME
Improvements (Proof?)	\$166,869	(incl. \$38K)
DSP Property (Proof?)	\$116,000	
Accumulated Depreciation (Est.)	( \$ 33,657 )	LAND \$32K

**Total Long-Term Assets** \$256,243

**TOTAL ASSETS** \$343,077

**LIABILITIES & EQUITY:**

**Equity**

Retained Earnings	\$ 269,282
Net Income (Loss)	\$ 73,795

**Total Equity** \$343,077

**Liabilities (NONE)** -0-

**TOTAL LIABILITIES & EQUITY** \$343,077

**DELTA SIGMA PHI**

**EPSILON RHO**

**BUSINESS PLAN 2006**



## **BUSINESS PLAN FLOW**

- 1. Statement of Purpose**
- 2. Long-Term Objectives**
- 3. Customers and Channels**
- 4. Trends and Competition**
- 5. Products and Services**
- 6. Financial Goals, Plans & Analysis**
- 7. Housing Strategy**
- 8. Issues and Limitations to Plan**
- 9. Recommendations to overcome Issues**
- 10. Current Year Goals & Objectives**
  - a. ACB**
  - b. Alumni Association**
  - c. Active Chapter**

## SECTION VI – FINANCIAL PLANS, GOALS AND ANALYSIS

The following is the Long-term Financial Plan for the ACB

### DELTA SIGMA PHI LONG-TERM FINANCIAL PLAN

YEAR	2005- 2006	2006- 2007	2007- 2008	2008- 2009	2009- 2010	5 Year Cumm	10 Year Cumm	20 Year Cumm
Rents	\$76,455	\$76,455	\$80,277	\$80,277	\$80,277	\$393,741	\$807,169	\$1,674,87
<b>ACB OPS:</b>								
Insurance	\$4,700	\$4,935	\$5,182	\$5,441	\$5,713	\$25,970	\$53,239	\$110,47
Taxes	\$2,640	\$2,772	\$2,911	\$3,056	\$3,209	\$14,588	\$29,905	\$62,05
Travel	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000	\$51,250	\$106,34
Scholarshps	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000	\$20,500	\$42,53
Accountant	\$500	\$500	\$500	\$500	\$500	\$2,500	\$5,125	\$10,63
Other	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000	\$10,250	\$21,26
Total	\$14,340	\$14,707	\$15,092	\$15,497	\$15,922	\$75,558	\$154,894	\$321,40
House LT Rebuild	\$38,228	\$38,228	\$40,139	\$40,139	\$40,139	\$196,871	\$403,585	\$837,43
House IT Rennovs.	\$14,888	\$14,521	\$16,046	\$15,642	\$15,217	\$76,312	\$156,440	\$324,61
Active Chapter Support	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$45,000	\$92,250	\$191,41
Rents - Outflows	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$
<b>Active Chapter peryear assistance:</b>								
Rush		\$2,000						
Pledge Projects		\$1,500						
National Conv		\$1,000						
Fire Engine		\$1,000						
Incentives		\$2,000						
1 Year House Upgrad		\$1,500						
TOTAL		\$9,000						

NOTE: Incentives earned based on Fundraiser Criteria met

## President's Report

This past year we have seen our chapter move into becoming one of the strongest fraternities on campus. Following a fall pledge class of twenty new initiates (the second largest of the eighteen fraternities on campus) and a current pledge class of ten solid men, our house is poised to become a top chapter not only locally, but nationally. This is due to a newfound focus on community involvement, house sports, and campus activities.

Our sports teams are some of the most successful in house history with a strong focus on both soccer and basketball. This year our soccer team is standing at 1-1 after defeating Pike and suffering an unfortunate loss to Lambda Chi, but is ready to take our next win and move on to the IFC playoffs. We are also competing in softball this year where we have finally been able to put together a solid team which has a chance to win IFC. And with the addition of twenty new members we are realizing that house sports are no longer meant to be a casual event but require tryouts and weekly practices to determine who will get to play.

We have also placed a strong focus on developing the image of our chapter as well. During Open House our Rush Chairman, David Barrantes "Balki", created information fliers which were handed out to potential students next year as well as their parents. By having a strong showing at our booth all day along with the new addition of a rush flier we have been able to create a positive image of not only our house, but all fraternities on campus.

Our chapter has also just finished our second year of participation as a Cal Poly SAFE certified organization. We have attended training courses as well as information sessions regarding women's safety and many of the issues involved with surviving rape. We are currently the only fraternity on campus to have completed this training for 2006 and is something that has allowed us to separate ourselves from the other houses.

But one of the greatest improvements the house has seen so far has been through the individual work of brothers who are becoming more and more involved on campus. Our current treasurer, Arvand Sabetien "Basedow" is also the IFC treasurer and holds positions as a Poly Escapes trip leader as well as exec positions in SCE and the Cal Poly chapter of the CE professional fraternity. Mike Graham "Comb" is another person who has been a huge help in spreading our name positively throughout campus. After recently becoming involved at the Cal Poly Women's Center he is now one of the leaders of the Cal Poly chapter of 1-in-4 rape education group. In just a few months he has put on educational presentations both on campus as well as within the community providing help for rape survivors as well as educating those who are at risk of being involved in a rape situation. With these brothers as well as the many WOW counselors and other club leaders we have, we are able to consistently spread the word that DSP is different from the stereotypes you have of a typical fraternity.

Overall, in the few months, we have seen a new-found focus within the house. With the two largest pledge classes our house has seen in the last two years coming back-to-back

we are poised to become THE fraternity on campus and we hope that any alumni who are willing will become a part of it.

YITBOS,

Duncan McIntyre "Dobber"

Fall '02 SHORTBUS

**Final housing assignments for Fall 06**

**Come Inn**

Front: Borat

Back Left: Shooter/ Snuggles

Back Right: P.Johnston/ P.Grauke

**Zone**

Front: Rank

Back Left: Drater/ Graf

Back Right: Pinkey/Oscar

**Midnight**

Front: Basedow

Back Left: Wej/Spunk

Back Right: P. Maxson/ Meno (for one quarter only)

**Zoo**

Front: Balki

Back Left: Bruno

Back Right: Mowgli

**Dead Wood**

Front: Popeye

Back Left: Dobber

Back Right: Butters/Sonar (for one quarter only)

**Butchershop**

Front: Johnny-5

Back Left: Dubs/L.T.

Back Right: Pokey/Ice

## **Proposal for ACB to pay for the material to finish the back lot.**

The attached is a proposal done by the pledge class for the material needed.

Benefits:

1. Allow live outs to have a place to park close to campus
2. Dllow live-ins next year to have a place to park as we are in need of 7additional spots for next years live-ins
3. During football games the parking lot can be used as a fundraiser by offering fans a place to park.

Thank you for your consideration

Johnny-5

Housing Manager

## Project II:

To create a parking lot at the annex of the house.

### Objective:

To weed out the dirt lot at the annex of the house. Once cleared, it will be re-graded and surfaced with gravel to achieve an all weathered surface and be used as an extended parking lot.

### Process/Procedure:

1. Weed out the existing dirt lot.
2. Level the ground for a smooth surface.
3. Fill the area with gravel; depth of 2 inches.
4. Insert 4 x 4 wood blocks to define parking spaces.

### Estimated Cost:

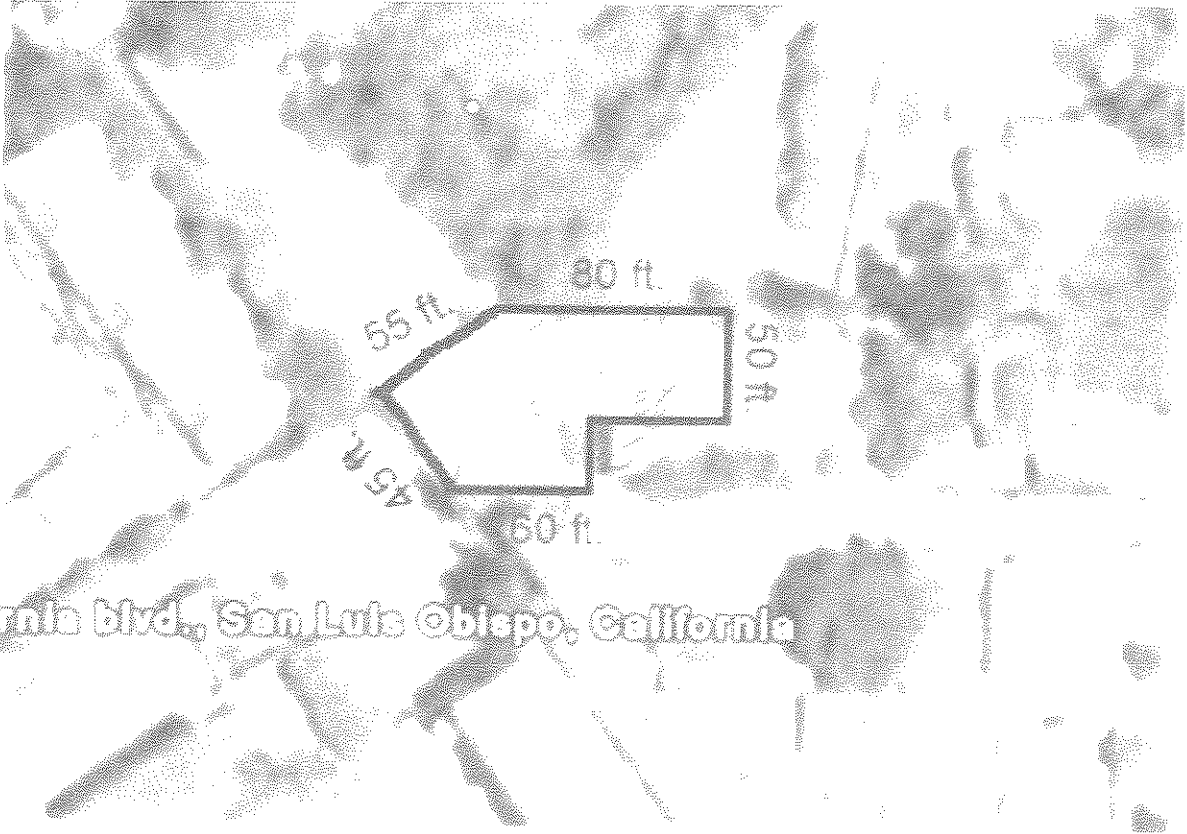
Item	Quantity	Cost (1)	Subtotal
Transportation	2 Truckloads	\$380 plus tax	\$820.00
Crushed Granite	45 cubic yards (56 tons)	\$7.95 plus tax	-
4x4 12 feet long	4	\$16.97 plus tax	\$75.00
Steele Stakes 18"	32	\$2.47 plus tax	\$85.00
Weed Whacker	1	-	-
Round Up	1	-	-
Gloves	-	-	-
			<b>Total \$980.00</b>

Class 2 Road Base -

Thunder Grade & Compact -

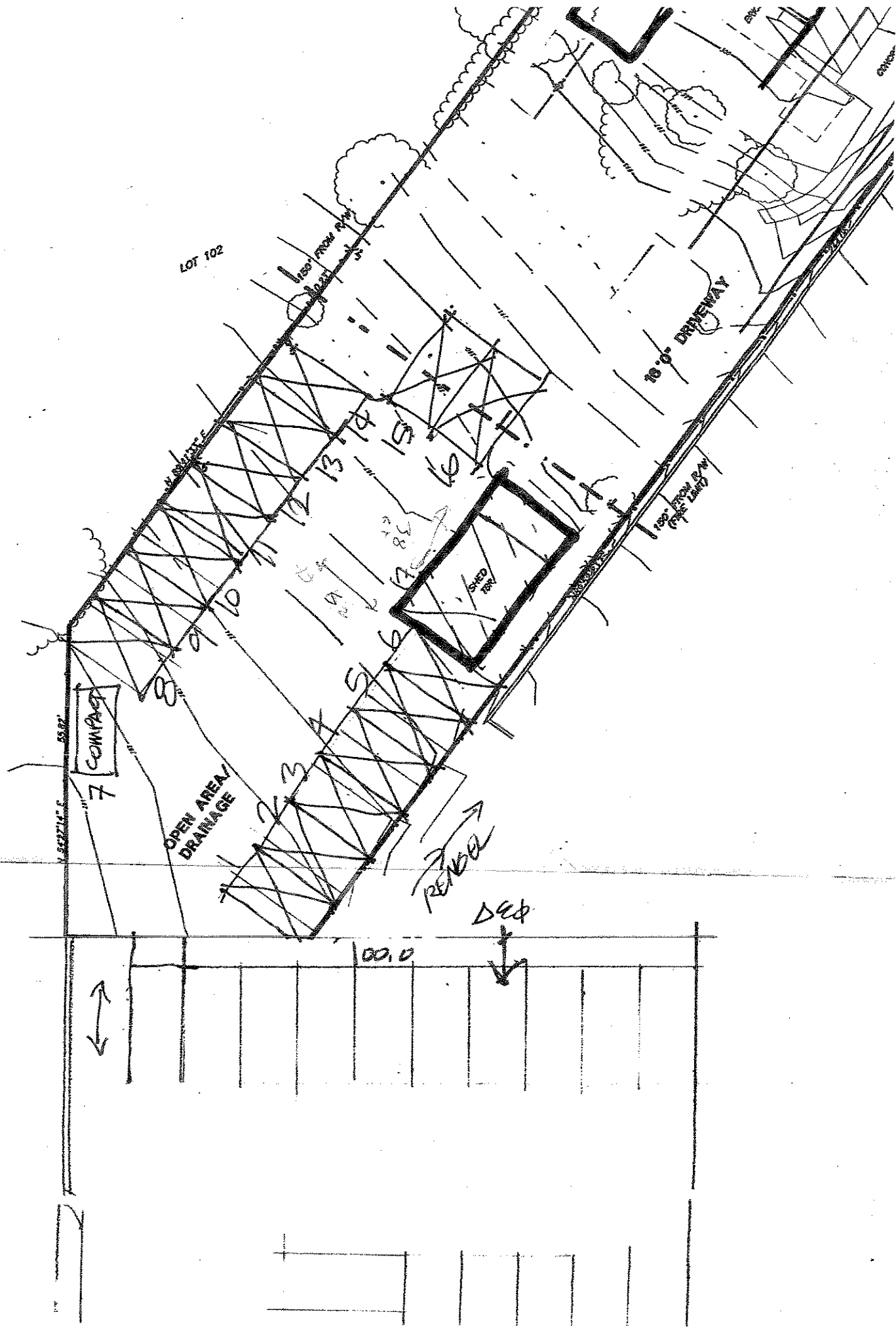
Cost NTE \$ 1,500

Handwritten notes at the top of the page, including a circled number '2' and the text '≈ 7,000'.



$$A_{\text{park}} = \frac{6968 \text{ sq ft} \times 0.17}{27} \times 1.05 \Rightarrow 45 \text{ cars}$$





LOT 102

51.87'

7 COMPACT

OPEN AREA DRAINAGE

RENDER

Δ 42

100.0

70'0" DRIVEWAY

100' FROM S.W. CORNER DRIVE

SHED



*Housing Report**Poly Royal 2006***A. Rent/Leases**

See Proposed standard Lease Form

See Reference Books used.

**Summer Leases:** Security deposit: \$500/single \$800/double  
 (proposed) Rent: \$700/front rooms, paid in advance (full quarter)  
 \$1000/back rooms, paid in advance (full quarter)  
 Electricity/water/phone paid by tenants  
 ACB pay for trash; \$100/month credit to electricity

**Fall Leases:** Security deposit: \$500 single/\$800 double (no changes)  
 (proposed) Rent: \$375/month front rooms  
 \$520/month back rooms  
 Electricity/water/phone/trash paid by tenants

**B. Room inspections**

ACB Inspections: First of the month with rent collection

Active inspections: adequate, could upgrade requirements, especially in bathrooms

**C. Property Management for 2006-2007 school year**

Interview for Property Management company, now that rooms are renovated?

**D. 2006 Exterior Remodel**

Landscaping, California Blvd Elevation

Final approval and funding? See Budget

Need to submit to City of Administrative review

Payments: Renovation account?

**E. Kitchen Equipment:** kitchen completed and operational, kudos to Shates**E. Upcoming Housing Projects**

Renovation 2007 and beyond:

Phase II Kitchen remodel

Backyard landscape renovation and SportsCourt (see article)

Stairways, tube room expansion

Pledge Projects:

Spring 2005: BBQ area: remove slab and steps to sidewalk, replace slab with interlocking pavers, replace steps with ramp to sidewalk, replace gate with double gate. (pledge class gift: new trailer-type BBQ?)

Fall 2005: General Maintenance:

Spring 2006: Hot tub retaining wall

Fall 2006: Driveway apron, trash/dumpster enclosure

Spring 2007: Back patio: install new drain to driveway, replace concrete with interlocking pavers or brick

**F. Alumni Work Day**

Not great turn-out. But \$100s sent in. Need to schedule

- G. Donation Account** at \$9876, even after spent \$7500 for kitchen equipment, much thanks to Yabut's summer fundraiser.

Would like to propose the next use be the new front landscaping (ACB to pay for façade renovation).

Next? SportsCourt contribution? (\$6K actives, \$6K alumni, \$6K ACB, \$6K F'75)

**H. Housing Annual Budget:**

Active: \$1,500 annual FF+E budget  
ACB: \$15,000 annual budget

**MOTIONS:**

1. *Annual budget runs from Feb 15, coincides with New Exec.*  
Previous exec spends money, nothing left for new exec.
  2. *Housing Budget to be disbursed to Housing checking account, includes \$15,000 annual operations budget and \$1500 Active FF+E. Housing will provide account reconciliation at Homecoming and PR.*  
Housing needs budget to pay bills timely, request own checking account.  
Work with Active Housing to disburse \$1500 FFE.
- I. New House \$M Fund:** status and estimated year? \$88,200 annual income  
Rental income: \$8000/month x 9 months = \$72,000  
Summer Rent: 6 rooms x \$2700/room = \$16,200  
\$50K/year x 20 years = \$1M leaves \$33K operating budget + (rent incr)

# Financial Status

Year	Income	Expenditures	Balance (yearly)	Balance (Accum.)
2002	8,863.00	5,902.90	2,960.10	2,960.10
2003	5,452.85	4,393.27	1,059.58	4,019.68
2004	3,196.00	2,861.96	334.04	4,353.72
2005	10,125.00	8,974.64	1,150.36	5,504.08
2006 (YTD)	140.00	2,650.74	-2,510.74	2,993.34

# Membership Status

2002	152
2003	122
2004	140*
2005	159
2006 (YTD)	30

# Mission Statement

The AA is chartered by  $\Delta\Sigma\Phi$  National, but holds not status as a business entity. Meetings are held periodically at Poly Royal and/or Homecoming. The AA publishes an alumni roster, and serves as a “sounding board” for interested alumni. Its Mission is to provide Lifelong opportunity to bring Epsilon Rho Delta Sigma Phi Alumni together.

# Goals

- Find and Connect Alumni
- Foster better communication with the Active Chapter
- Support Regional Alumni Social Gatherings
- Assist in Monitoring the Active Chapter
- Improve the quality and strength of the bond at the Chapter, the character of its men, their knowledge of traditions and success of their programs

## 2006 Objectives

- Increase Yearly Membership by 20%  
Over 2005 (159 to 200)
- Raise \$3500 For Capital Improvement
  - \$3150 Raised in 2005
- Award \$1000 Scholarship at  
Homecoming



ΔΣΦ

EP

House Rules

Winter 1994

ACB Approved 8/24/93

Preamble:

No section of the following rules shall be amended without a two-thirds vote of those present at a regular chapter meeting, and passed by a four-fifths favorable vote of the Alumni Control Board.

Additional rules may be added at the regular chapter meeting by a simple majority vote, providing a quorum is present.

If the chapter, after due consideration, feels the necessity for amendment after an unfavorable vote of the Alumni Control Board, the chapter may proceed under Article IX of the National Constitution of the Delta Sigma Phi International Fraternity.

1. General Rules

1.1 Alcohol

The DELTA SIGMA PHI Epsilon Rho Chapter Alcohol Policy will be enforced. In short, this policy states:

- A. Alcohol shall not be permitted on property without prior approval through ACB.
- B. Consumption of alcohol shall be limited to the Active's Room and behind closed doors within suites.
- C. Alcohol will not be permitted outdoors unless inside an opaque cup.
- D. Alcohol will not be permitted in the chapter room or dining room without permission of the Sergeant at Arms or President.
- E. Brothers will be held responsible for their guest's violations.

PENALTY: First offense: \$25.00 fine and B.A.  
Second offense: \$25.00 fine B.A. and possible social probation

1.2 Drugs

- A. All drug use is strictly prohibited
- B. The sale of all illegal drugs, including marijuana, is prohibited.

PENALTY: Possible eviction and expulsion upon the discretion of the Executive Board.

1.3 Quiet Hours

During quiet hours, there shall be no shouting or boisterous play, no music which can be heard from individual rooms, and no loud noises from any other source. Quiet hours shall be Sunday-Thursday 10:00pm to 8:00am and 24 hours a day beginning two days prior to finals week, until finals are completed.

PENALTY: Detail

2. Housing Rules

2.1 Housing Damages

All housing damages caused by rowdiness, drunken riots, or plain stupidity must be repaired to the satisfaction of the Housing Manager within 48 hours. Exceptions may be approved by the Housing Manager. Fights with water of any kind are prohibited.

PENALTY: \$20.00 fine for water fights. Cost of repairs for damages

## 2.2 House Upkeep

2.2.1 The house will be kept in a clean and neat condition by live-outs, live-ins, and pledges alike.

2.2.2 No one will litter the fraternity property.

2.2.3 No one will leave trash or unwashed dishes in the Kitchen, Dining Room, Living Room, Entryway, Tube Room, or Actives' Room.

2.2.4 Bedrooms, living rooms, and bathrooms must be cleaned weekly. These rooms are subject to periodic inspection by the Sergeant at Arms.

2.2.5 Weekly details will be completed as assigned by and to the satisfaction of the Housing Manager.

2.2.6 There shall be no smoking inside the house, in any of the suites, or the Actives' Room.

2.2.7 There shall be no chewing of tobacco on any carpeted area of the house.

PENALTY: Swat and/or detail unless abused as determined by the Sergeant at Arms

## 2.3 Fire Equipment

The tampering of any house fire safety equipment shall not be permitted, including smoke alarms.

PENALTY: Swat and \$10.00 fine plus cost of repair or refill of equipment

## 2.4 House Furniture

2.4.1 No member or pledge of this fraternity may sit in the President's Chair except the president or past approved.

2.4.2 No person will lean back, on two legs, in any house chair.

2.4.3 No person will go into a locked cabinet or remove any paddle or plaque off any wall without the Housing Manager or Sergeant at Arms. The defacing of paddles by any person will not be tolerated.

## 2.5 Room Assignments

2.5.1 Room assignments will be determined by number of quarters lived in, followed by pin (excluding O.P.), exec pin, and summer quarters lived in. With the exception of immediate prior resident.

2.5.2 First priority for the President's Room (Back-Left Deadwood) will go to the current President.

2.5.3 No brother shall be permitted to live in the house for more than 12 quarters, excluding summers. (unless permitted by the Exec Board)

PENALTY: B.A.

## 2.6 Parking

2.6.1 No person shall park any vehicle on any lawn, along the fence line, in the fire lane, or behind the fire engine.

2.6.2 No person shall park in somebody else's assigned parking space unless given permission by the Housing Manager, Sergeant at Arms, President, or the brother to whom the parking space belongs.

2.6.3 The fire lane will be designated as a loading zone, with a maximum time limit of fifteen minutes.

2.6.4 Brothers will be responsible for their guest's violations.

PENALTY: First offense: \$7.00  
Second offense: \$7.00 and possible tow away

## 3. Dinner and Eating

### 3.1 Food

3.1.1 No food will be consumed in the Entryway or Chapter Room. Exceptions include socially provided food that has been approved by the Sergeant at Arms.

- 3.1.2 No commissary goods or kitchen facilities shall be consumed or used without the permission of the Commissary Steward. Designated leftovers are not to be eaten by any person who does not regularly eat house meals.
- 3.1.3 Eating in the Tube Room is only allowed with a plate or napkin. All plates and utensils must be washed after use, and all evidence of having eaten there must be removed. The Sergeant at Arms reserves the right to rescind said eating privileges for an indefinite period or time if the rule is ignored.

PENALTY: Swat for no plate or napkin  
B.A. for leaving a mess  
\$10.00 fine for stealing food

### 3.2 Dinners

- 3.2.1 All live-ins must eat house meals and be on the house meal plan. Live-outs should eat in the house at least once a week. Exceptions must be approved by the executive board.
- 3.2.2 Any live-out, pledge, or guest who wishes to eat in must sign up on the posted dinner list 24 hours in advance.
- 3.2.3 Dinner will be conducted in an orderly fashion, with the proper respect given to the serving crew and diners. No one will eat dessert, leave the table, or read without permission from the presiding officer.
- 3.2.4 Proper clothing should be worn to all dinners by serving crew and diners. Judgment of proper clothing shall be under the discretion of the presiding officer and the Sergeant at Arms. Letters must be worn on Sundays except in the case of a formal dinner.
- 3.2.5 Formal dinners will be announced at least one hour prior to dinner time. Proper attire for a formal dinner will consist of a collared shirt, nice pants, and shoes. All undergraduates and pledges must wear their respective pins during dinner, unless they wear a collared shirt which has the Delta Sigma Phi letters on it.
- 3.2.6 If three charges are pressed on an active member during any single dinner a penalty will result.
- 3.2.7 A "Black Thursday" is a dinner approved by the presiding officer with relaxed rules. No one may interfere with serving crew, nor leave the dining area before the presiding officer excuses dinner.

Food may not be wasted and proper respect must be shown to property and commissary goods.

PENALTY: Detail or B.A. if abused or three charges are pressed on an active during a meal.

### 3.3 Serving Crew

3.3.1 Serving crew must be in the dining area one hour prior to dinner time. They must not leave until the kitchen is cleaned according to the standards set down by the Commissary Seward.

3.3.2 No one will interfere with the preparation, serving, or cleaning up of a meal with the exception of an officer on inspection or business. No unauthorized person will be allowed in the kitchen or dining room one hour prior to dinner.

3.3.3 Dinner will be served in the following order:

1. Guests
2. Head table
3. Pin number

The same serving order will apply to self-serve meals.

PENALTY: Detail or B.A. if abused  
\$10.00 fine and B.A. for missing serving crew

## 4. Meetings

4.1 All brothers and pledges must attend weekly meetings. Brothers unable to attend must leave a note in the secretary's box at least one hour prior to the meeting.

4.2 During meetings, no one may sleep, eat, read, play cards, or watch television.

PENALTY: Swat or \$10.00 fine if abused.

## 5. House Bills

### 5.1 Payment Policy

5.1.1 If a member's house bill exceeds \$500 the member will be placed on social probation and will receive a swat until full payment has been received. (To be approved by actives)

5.1.2 If a member's house bill exceeds \$1000 for a period of 30 days he will be placed on inactive status and will be referred to the Exec Board and ACB for expulsion. (To be approved by actives)

5.2 Any brother or pledge who has any problems with his house bill must inform the Treasurer by written notice no later than the fifth of the month.

5.3 There will be no "bad" checks given as payment to Delta Sigma Phi.

PENALTY: Late house bills as stated above  
\$20.00 fine for bounced checks and \$20.00 fine for every house check that bounces as a result of that deficit

## 6. Miscellaneous

### 6.1 Fire Arms / Fireworks

6.1.1 Any fire arms within the house must be kept unloaded at all times and locked up if possible. Ammunition must be stored in a separate area.

6.1.2 Illegal fireworks should not be used on house property.

PENALTY: \$5.00 fine and/or repair of damages

### 6.2 Test Files

Anyone borrowing house test files must notify the scholarship chairman. Test files are only available to brothers and pledges.

PENALTY: \$10.00 fine

## 7. Special Status

### 7.1 Senior Undergraduate

A brother wishing to receive Senior Undergraduate status must meet the following criteria:

I. He must have been active (paying dues) for at least nine quarters.

2. He must have lived in the house for at least 3 quarters (not including summers).
3. He must have a 75% attendance record for all required house functions.
4. He must have held an executive office or at least two years of an appointed office.
5. He must have never been placed on premature alumni status.

Having fulfilled these requirements, the brother must petition the Executive Board in person at one of its regular meetings. If accepted, the brother would have the following benefits:

1. He will pay half dues.
2. If a live-in, he will not be required to do serving crew.
3. He will not be required to attend weekly meetings.

A Senior Undergraduate would retain the rights of all brothers, except that of having a little brother. Senior Undergraduate status will be rewarded for a maximum of two quarters prior to graduation.

## 7.2 Social Probation

7.2.1 Any brother may be placed on social probation for the following reasons:

1. He has not paid his house bill as described in section 5.1.1.
2. He has violated the alcohol policy a second time.
3. He purposely abuses house rules and ignores previous stipulations.

7.2.2 Social probation must be approved by a majority vote of the Executive Board. If after due consideration, the brother feels the Executive Board has decided unfairly, he may bring the matter up before the undergraduate chapter at a regularly scheduled meeting. A two-thirds vote by the brothers present can override the executive decision.

7.2.3 A brother placed upon social probation must comply with the following stipulations:

1. He will not be allowed to attend any house social functions, rush events, or pledge parties.
2. He may not attend Homecoming, Al Capone, or Carnation Ball.
3. He may not use house credit of any type with the exception of meals and rent.



- 7.2.4 A brother placed on social probation will be expected to attend all regular and required meetings and events. He will also retain the full voting rights of any other brother.

PENALTY: \$10.00 fine for attending social functions

### 7.3 Premature Alumni

- 7.3.1 In order to be placed on Premature Alumni status a brother must take the following steps:

1. He must submit a letter to the Executive Board requesting he be placed on Premature Alumni status.
2. The brother must have a zero balance on his house bill or approval of two-thirds vote at any undergraduate meeting.

- 7.3.2 A brother who has obtained Premature Alumni status must comply with the following stipulations:

1. He may not vote at any undergraduate meetings.
2. He may not play sports for the house or participate in Greek Week.
3. He may not attend any house social functions, rush events, or pledge parties.
4. The brother may not use the hot tub, house study files, or borrow any house tools.

- 7.3.3 Once on Premature Alumni status the brother cannot be reinstated as a regular undergraduate until after beginning the following quarter.

PENALTY: After three warnings for violations of the stipulations, the Sergeant at Arms must report to the Alumni Corporation Board and they will petition national to have the offending brother's pin pulled.

## 8. Member Behavior

### 8.1 Risk Management

The Delta Sigma Phi Fraternity Risk Management Policy, as adopted by the Grand Council August 13, 1988, and any amendments, must be adhered to by all undergraduate members and pledges.

### 8.2 Personal Conduct

No member or pledge of this fraternity shall endanger the reputation, property, or assets of the local chapter, the National Fraternity, Cal Poly's Greek system, or the university itself through any deliberate action.

PENALTY: Violators of these policies may be subject to fines, social probation, or expulsion proceedings at the discretion of the Executive Board.

8.3 No brother may feed the House Dog beer or play the chase game.

PENALTY: Swat

8.4 Transfers who are not initiated at Epsilon Rho must see one class go through before becoming a big bro.

8.5 There shall be no unexcused absences from pledge events including DFs, PCs, S night, D Day, and circle jerks if notified. Excusable only by the Pledge Educator, Sergeant at Arms, and the President.

PENALTY: \$10.00 fine

## 9. Actives' Room

9.1 Actives' Room door is to remain shut and locked, unless in BBQ pit area, at all times.

PENALTY: Swat

9.2 No damage will be done to the Actives' Room or the bar within.

PENALTY: See 2.1 House Damages

9.3 No one may be allowed inside except Delta Sigma Phi actives and alumni without prior approval of Sergeant at Arms, President, or Housing.

PENALTY: Swat

9.4 No items are to be removed from the Actives' Room.

PENALTY: Swat

9.5 No chewing of tobacco without a spittoon.

PENALTY: Swat

Revised by  
Greg Porter "Oscar"  
Duncan McIntyre "Dobber"  
S' 06

# EXHIBIT I

**Delta Sigma Phi: Summer Rent Proposal**

April 23<sup>rd</sup>, 2006

**Purpose:** To come up with a plan for the active chapter to gain back control of house rent and for a lump sum to be paid to ACB on a monthly basis.

**Case:** The active chapter would like to make a motion to take control of summer rent. The amount disbursed to ACB would be dependent on occupancy percentage with 100% occupancy resulting in \$4000.00 payable to ACB for the summer period.

**Benefits:** At 100% occupancy with the current pricing of \$550 per backroom and \$375 per front room for the summer, the active chapter will gain \$4850.00 at 100% occupancy. This can be used to build up the cushion this year and in subsequent years to bring back the fall formal which has been taken out of the social program for 2 years.

**Purpose:** To come up with a plan for the active chapter to gain back control of house rent and for a lump sum to be paid to ACB on a monthly basis.

**Case:** The main purpose of this proposal is to allow the active chapter to play a roll in the budgeting of the rent for housing issues and to be able to change rent prices in order to subsidize high cost events using higher rent. Currently, over \$300.00 in live out monthly dues are budgeted for housing. Without control of the rent, the active chapter can not pass this cost exclusively to the live ins. It is good to note that much of the property management is still done by the active housing officer and control of house rent would simply compliment the current responsibilities of the active chapter housing and treasurer.

Aside from the benefits mentioned above, the active chapter would like to play a more vital roll in the property management aspect of 244 California and to work hand in hand with ACB in determining the future of the property.

The lump sum to be paid to ACB would be determined by ACB and a monthly check would be sent to ACB with the amount. Late fees would be fully in effect and the active chapter is fully willing to accommodate with conditions set forth in order to protect ACB from any profit loss that may occur.