

SIGMA KAPPA

Live with Heart

Dear Sisters,

It has been about a week since you last heard from us regarding COVID-19. Many of you have experienced extended spring breaks, university closures and modified virtual class schedules. Our first priority is for you to focus all your energy into adjusting to your university's expectations. Please prioritize your -move outs, class and work schedules. We know things are changing by the minute. National headquarters is tracking updates regularly and responding to questions as quickly as they can. For a complete list of communications, please visit the Covid-19 page on the Sigma Kappa website.

We know that you have many questions about your Sigma Kappa experience. While we want you to prioritize your care and the support of your family, friends and sisters, we do have a few updates to help ease your minds.

- **Engagement & Retention** – This is our number one priority! Reach out to your sisters while you are apart. We have started to create some virtual sisterhood ideas/programs. Since some of you might not physically see each other again until August, let's embrace social distancing as a virtual community!
- **Chapter Fees** - Refunding fees or cancelling dues should only be done on a case-by-case basis. Please reach out to your collegiate finance coordinator (CFC) to determine what your chapter should do. The chapter may still need those funds and the vice president of finance/financial advisor (VPF/FINA) should work with the CFC to determine if the chapter has excess funds beyond what is needed for the term/beginning of fall.
- **Meetings** – Meetings are not required. If you would like to meet virtually for chapter meetings, sisterhood events, new member meetings, etc., we recommend the use of Zoom. Membership to Zoom is inexpensive. A Pro account is \$14.99/month includes up to 100 participants and no limit on length of meeting. A business account is \$19.99/month and has the ability for 300 participants. We also recommend asking the university if they have a Zoom enterprise account you can use.
- **Ritual** - Our preference is that you hold over your new members until you return to campus. Please make sure you have collected new member fees and initiation fees (if they have been initiated), if you are able. You can proceed with unfinished Promise meetings virtually, or postpone until a later date. Your district programming coordinator can assist in rescheduling or reworking content. We will send additional information to chapters on how chapters can celebrate seniors through Order of the Triangle ceremonies.
- **Standards of Excellence & Reporting** – For now, we are going to hit pause on all SOE and reporting. If you have outstanding membership petitions you are able to process, please send those to reports@sigmakappa.org. We will pick SOE and reporting back up in August. Additionally details regarding primary recruitment planning and insight on how to best prepare for fall primary recruitment will be shared in a follow-up email.
- **Sorority Housing** – Corporations have been given guidance to do what on-campus housing is recommending related to staying open or mandating move out. Please reach out to the corporation board president or housing coordinator for additional information.
- **Illness Updates** – If a member of your chapter is diagnosed with COVID-19 or if you have new information regarding your campus plan addressing the virus, please email that information to covid@sigmakappa.org.

Additionally, Sigma Kappa Sorority, National Housing Corporation and Sigma Kappa Foundation are collaborating on a more comprehensive list of FAQs. We will share these with you within the

next week. In the meantime, if you have questions to add to the document, please contact covid@sigmakappa.org and we will make sure to capture them.

In Sigma Kappa,

A handwritten signature in cursive script that reads "Meaghan Miller Thul".

Meaghan Miller Thul
National Vice President for Collegiate Chapters