

SWD Winter Council Meeting, January 16-17, 2021

KKΨ Attendance: Theron, Ayleen, Serin, Patrick, Cole, Toni, Andy, Clinton

TBΣ Attendance: Tyler, Destinee, Madelynne, Laine, Ashlyn, Kathy, Katie

-Table of Contents-

Page 01 - Cover Page

Page 02 - Joint Session #1

Page 03 - Meeting with Host Chapters | Separate Session #1

Page 04 - Separate Session #1 Cont.

Page 05 - Separate Session #1 Cont.

Page 06 - Joint Session #2

Page 07 - Separate Session #2

Page 08 - Separate Session #2 Cont. | Convention Promotion Planning

Page 09 - Separate Session #3

Page 10 - Joint Session #3 | Closing Notes

-Saturday, January 16-

Joint Session #1:

- **Update on SWD Convention 2021: Will follow the virtual setting of SWD 2020.**
 - Suggest utilizing a Gantt Chart for delegating duties for everyone to know what they will be doing.
 - Helps improve % of duties being completed and layed out in a simple way.

 - **New ALTO:**
 - Utilize one platform and lighten the workload for the graphic designer.
 - Create a timeline for the New ALTO team.

 - **Area Workshops:**
 - Have speakers and workshop lists finalized ahead of time to provide a 2-week window for promotion time.
 - Speakers for the 1st Area Workshop will have presentations by the SWD Council.
 - Speakers for the 2nd Area Workshop will contain presentations by SWD Council and the National Leadership if available.
 - “How to Run for District Council” - Will be conducted during a separate session block.
 - Other Workshop Topic Ideas:
 - Working with different types of leaders
 - Team building
 - Parliamentary Procedures
 - Focus on Mental Health
 - Ideas on Service Opportunities
 - Navigating the OMRS
 - Fundraising
 - Info on various Alumni Associations
 - Review your own strengths and what you feel confident on presenting yourself.
-

Meeting with Host Chapters, Beta and Alpha Omicron

- Ideas to Involve the Lubbock Community and both chapters:
 - “A day in the life of living in Lubbock, Texas”
 - Virtual scrapbook
 - Gathering places of both chapters
 - History of the Beta Chapter
 - Pre-Order Convention T-Shirt (proceeds will be donated to a school in the Lubbock Area)
 - Have host chapters virtually sing at the virtual banquet
 - (All ideas to be filtered through both National Councils before going forward)
-

Separate Session #1

- The Charge:
 - **The Charge will no longer be part of 2020-2021 District Programming.**
 - Chapters are not clear of the guidelines set for The Charge.
 - Past years, the chapter with the most participation was given preferred seating at the banquet.
 - Can be utilized for creating a more personal feel with district chapters.
 - Better understanding of chapters for awards.
 - Chapters have an outlet to showcase their work to the district.
 - Utilize the SWD Website to list the guidelines for participating in The Charge.
- Chapter Showcase:
 - Consider combining all programs into a single program called *Chapter Showcase*.
 - Helps alleviate District Awards.
 - Revamps purpose and focus for chapters participating.
- Digital Scrapbook Submissions:
 - Consider re-creating the submission form.
- Joint Committee:
 - Consider removing the Joint Action Committee for the SWD 2021 Convention.

- New ALTO:
 - Work on internal team building.
 - Create clearer guidelines and open the submission form earlier for more chapters to submit.
 - Will alleviate stress on the team.

- Provide more updates to the council of where the team is at with the New ALTO.
 - Focus on upgrading the quality of submissions by chapters.
 - Quality over quantity.
 - Consider adding the New ALTO Team roles to the SWD Policy Guide to better define understanding.
 - Work on setting 'Group Norms' and create job descriptions for the individuals so everyone understands who leads specific tasks.
 - Consider adding descriptions to the Website New ALTO page.
 - Consider emailing the submission link to Chapter Presidents and encourage them to share to their chapters.
 - Find alternate ways to distribute information.
 - (utilize the SWD listserv)
 - Share the theme for the publication earlier than the design is created.
 - For similar articles think about including quotes instead of a whole page.
- Fire-Psi-de Chat:
 - Consider creating a panel for running for District Office.
 - Digital campaigning norms.
 - Create a list of rules for candidacy.
 - Have a DO create a 2-3 minute speech of how each person runs their office.
 - Remember each officer has a description in 2 p locations on the Constitution and Policy Guide.
 - Launch chat on Feb. 6 with the first video being posted on Feb. 1.
 - Follow the line of office elections (Pres, VPM, VPP, Sec/Treas, and MAL).
 - Create a script for the video (what we do, etc.)
 - Videos must be in horizontal format.
 - Include a graphic with each video.
 - Announce registration two weeks before the chat day.
 - Title: Chilling with the Spicy-Bros Chat?
- District Game Nights:
 - Consider creating a Discord Chat for communication during the game night.
 - Utilize breakout rooms for playing separate games.
 - Among Us
 - Trivia (use Kahoot)
 - Minecraft
 - Movie Night (Group Share Platforms, Netflix Party, Disney+)

- Create a list of the games provided to plan ahead.
 - Put on the registration form asking which game each person will be playing.

 - District Music Night:
 - Open Mic Night
 - Chapter concerts
 - Drum Corps International

 - Leadership Development:
 - Will be put alongside Fire-Psi-de Chats
 - Consider creating a new page on the SWD Website to include all past workshops and powerpoints
 - Anything done under KKPsi Resources is allowed.
 - Anything done for main tabs must be joint related.
 - Consider making a (Leadership Resources Tab)
-

Joint Session #2

- SWD Convention Update:
 - Friday, March 26 evening will contain all the celebrations / rituals
 - Saturday, March 27 will contain all the business.

 - Area Workshop Update:
 - Livestream workshops on the SWD Facebook Page
 - Consider livestreaming on the SWD Instagram
 - Potentially creating a Joint Youtube Channel and post workshop videos.
 - Ask the District who can help with ASL and closed captioning.

 - New ALTO Update:
 - Reviewed ways and means to improve the New ALTO.

 - District Marketplace Update:
 - Have chapters fill out a marketplace registration form.
 - Registration form will include chapter contact info, item info/if the item is able to sell to both kkpsi or tbsigma, and chapter social media.
 - Marketplace will be a catalog on a Google Doc for chapters to view.
 - Chapters will contact the chapters directly for the item they are interested in purchasing.
 - Timeline for the Marketplace:
 - February 1 - Announce registration form
 - February 22 - Close registration form
 - March 1 - Publish marketplace
 - March 29 - Close marketplace
 - Link to the Marketplace will be posted on the Convention page.
-

Separate Session #2

- Website:
 - Review items on the SWD Website to be added / removed.
 - Remove chapter family tree
 - Add a 'Leadership Resources' tab or page
 - Include past kkpsi and tbsigma workshops, office training, and other various leadership resources.
- Convention Planning:
 - Review current SWD Convention Schedule Draft
 - Workshop Suggestions:
 - Ritual-Based Recruitment - Jessica Lee
 - Mental Health/Zoom Fatigue - Bang Co
 - Music related - Derek Stoughton
 - DOB - Tony Falcone
 - Chapter Member Engagement
 - Committees:
 - D.O. Wiley - Andy
 - Ways & Means - Toni, Patrick (chair)
 - Jurisdiction - Clint
 - Nominations - Toni,
 - Potential Chairs: Rachel Baca, Jacob McGee, Emily Copeland
 - History & Traditions - Clint, Cole (chair)
 - Membership - Ayleen (chair)
 - Spirit & Recognition - Danny George, Serin (chair)
 - Ritual:
 - Assignments will be under Ayleen
 - Honorary Suggestions:
 - Bang Co
 - Mikaela Rhodes
 - Hannah Cheeseman
 - Garrett Gardenhire
 - Chapter Showcase:
 - Remove the Joint aspect of Chapter Displays from the constitution.
 - Elections:
 - Create a 5 Minute video with past district officers discussing favorite parts of their term.
 - Consider updating the sample district officer packet to prevent copy and pasting from continuing (utilize a protected view).
 - Review policy on packet due dates.
 - Advertisement and Hype:
 - Remind chapters that even though convention is online it's still occurring.

- Use the right words (ex: transition instead of cancelled)
 - “It’s Moving Day! Convention is Moving Virtual”
 - Delegates:
 - Still need a registration form to verify delegates.
 - Can create the registration early.
 - Reminder: Committee members do not have to be seating delegates.
 - Reach out to chapters to provide friendly reminders to participate.
 - Committees can be a bit larger than before with it being virtually.
 - Committee member planning can begin now.
 - National Help:
 - Alot time for chapters to talk to National Officers if they are at risk or need help.
- Workshops:
 - SWD Council can aid with any Tech Team stuff for workshops.
- To Be Discussed After Winter Council:
 - District Awards
 - Awards submissions due March 12
 - District Officer Feedback Form
 - Different types of Chilli
 - Which state is the best?
 - District Officer Videos

Convention Promotion / Advertisement - Counterpart Session #2

- Beta and Alpha Omicron:
 - Instagram Takeovers with both chapters
 - Will help create an in-person aspect to convention.
 - Share all the activities they do to show they are excited about convention too.
 - Have both chapters assist in the countdown by taking pictures of their chapters favorite spots on campus.
- Countdown to Convention:
 - Create a countdown based on the convention theme.
- Draft Timeline for Promoting:
 - January 31 - Save The Date Announcement
 - February 13 - Instagram Takeover
 - March 16 - Start Countdown to Convention

-Sunday, January 17-

Separate Session #3

- Delegate Registration Form:
 - Any chapter member has the opportunity to be a chapter delegate.
 - Proxies:
 - Backup will be another member of the same chapter.
 - TJ will discuss with Tyler on Delegate Registration Form responsibilities

- Individual District Awards
 - Southwest Cornerstone Award
 - An award to recognize a brother who goes above and beyond in service their band program and chapter.
 - Southwest Outstanding Joint Relations Award
 - An award to recognize a Sister who is dedicated to maintaining and strengthening joint relations between Kappa Kappa Psi and Tau Beta Sigma on their campus and the Southwest.
 - Individual awards TBD at a later date.

- Committee Charges to Review:
 - History & Traditions:
 - Including the Steven C. Nelson Award Recipients on the SWD Website.
 - Bringing the Awards Tab forward on the SWD Website.
 - Creating a District Almanac
 - Ways & Means:
 - Creating a shared drive for District Finances
 - Nominations:
 - Review policy for campaigning videos.

- Council Meeting Plan:
 - Next Council Meeting to be January 31 @7:30pm CST
 - Business to discuss:
 - District Officer Videos
 - Award updates
 - Begin meeting twice a month beginning in February.
 - Business to discuss:
 - Website review
 - Begin short meetings once a week beginning in March.

- Fire-Psi-de Chat Plan:
 - Announce Friday, January 23
 - Begin countdown Monday, February 1
 - Close registration Saturday, February 6 @5:00pm CST
 - Provide the time and day that the link for the call will be shared.
 - Utilize Ayleen's Zoom account.
 - Record and livestream the chat to the SWD Facebook Page.
 - Review the VPSA Chat Registration Form for ideas.
 - Look to host two more chats near the end of February and middle of March.
-

Joint Session #3

- New ALTO:
 - Destinee and Serin will meet at a later date to discuss planning for the Spring 2021 New ALTO edition.

- “Great Winter Council meeting”! - Tyler and TJ

- Members from the KKPsi Council not returning will begin meeting to discuss campaigning for District Officer Elections.

Southwest District Winter Council 2021 Adjourned 11:07am CST