

**2020 DIVISION CONFERENCE SCHEDULE**  
**Radisson Plaza Hotel Kalamazoo**  
**Kalamazoo, Michigan**

**Thursday, January 30**

6:00 p.m. – 9:00 p.m.	<b>Conference Registration</b>	Lower Lobby Level
8:00 p.m. – 9:30 p.m.	<b>Conference Kick-Off</b> Welcome and Introductions Jeff Pelletier, <i>Northern Division President</i> The Delt Creed Gavin Ford, <i>Undergraduate Council Member</i> Roll Call Brian Smith, <i>Division Secretary</i> Conference Programming Overview Tiffani Ziemann, <i>Director of Risk Response and Education</i> Academic Awards Jeff Pelletier, <i>Northern Division President</i> Announcements Ross Theriault, <i>Eastern Division President</i>	Arcadia Ballroom
9:45 p.m. – 11:15 p.m.	<b>Ritual Rehearsal</b>	Kalamazoo Room

## Friday, January 31

8:30 a.m. – 9:30 a.m.	<b>Breakfast and Announcements</b> Conference Registration Late Registration	Arcadia Ballroom
	<b>Chapter President’s Breakfast</b>	Meadows
9:45 a.m. – 10:50 a.m.	<b>Chapter Planning Session #1</b> Work with your chapter and advisor to review your accomplishments and challenges from the previous term. Identify key focus areas for your time at division conference and plan for your time at conference this weekend.	Assigned breakout rooms
11:00 a.m. – 11:50 a.m.	<b>EDUCATIONAL SESSION #1</b>	
	<b>That's my Job? Essential Duties of a Chapter President</b> Congratulations! You are chapter president! Now what? In this session, participants will identify the essential duties of a chapter president. Participants will learn how to prioritize those responsibilities. Additionally, presidents will develop a plan to effectively utilize the executive board to meet the various expectations of leading a chapter. <i>Recommended for chapter presidents</i>	Glens 1
	<b>Managing and Leading: The Role of the Vice President</b> The vice president role has many components. In addition to being the president's right-hand man, the vice president also has to lead and manage the administrative board. This session will explore the essential elements of the vice president position and help vice president's identify times they can be a leader and times they need to be a manager. <i>Recommended for vice presidents</i>	Glens 2
	<b>The Secret to Retention</b> Recruitment is finished and now you have your new member class. Retaining new members isn't just a statistic to report, it is a key indicator of how well your new members integrate to the chapter and feel like they truly belong. During this session we will walk through the key components of retention from day one of the new member process through initiation. <i>Recommended for new member education coordinators and all undergraduates</i>	Glens 3

### **Risk Management Overview**

Fields

We spend a lot of time talking about the Member Responsibility Guidelines, and the policy and procedures of the Fraternity. However, there is often gap between our knowledge of the MRG and our ability to implement them in our chapters. This session will review common scenarios directors of risk management may encounter during their term and determine best practices in how to respond.

*Recommended for directors of risk education and all undergraduate members.*

### **If You Don't Know Now You Know (Fraternity Finances)**

Prairies 6

It's one of the worst feelings you can get as a director of finance. You open your email and there it is, another invoice. It would have been great if someone would have told you this was coming. You can be on top of all your responsibilities, but if you aren't made aware of a financial commitment it's impossible to do your job. The first of three sessions will help you avoid headaches down the road. We'll review the budgeting process, identify common fixed expenses that should be in your chapter's budget and review Fraternity constitutional requirements related to finances. While you can't prepare for everything, you'll at the very least walk away knowing the Fraternity's financial expectations.

*Recommended for directors of finance*

### **Why & How Are We Recruiting?**

Prairies 5

Why do we recruit? Are we selling our chapter's culture? During this session we will evaluate and discuss various recruitment practices. Additionally, we will consider how these practices relate to the quality and retention of our new members.

*Recommended for directors of recruitment and all undergraduate members.*

### **Alumni & Volunteer Town Hall**

Prairies 4

This session provides all alumni and volunteers with updates on the Fraternity's ongoing commitment to improving the alumni and volunteer experience, previews all conference programming for alumni and volunteers, and offers an open forum for sharing and discussing topics of interest.

*Recommended for advisors and volunteers.*

12:15 p.m. – 2:00 p.m.     **Conference Luncheon**     Arcadia Ballroom  
JDRF Presentation  
Invocation  
    *Jacob Danaj, Undergraduate Council Member*  
State of the Division Address  
    *Jeff Pelletier, Northern Division President*  
Awards  
    *Jeff Pelletier, Northern Division President*  
Announcements  
    *Ross Theriault, Eastern Division President*

2:00 p.m. – 3:00 p.m.     **General Educational Session**     Arcadia Ballroom  
SOCIAL EXCELLENCE- The ART  
Getting your members to make the choice to engage, the choice to be curious, the choice to be generous, the choice to be authentic and vulnerable will make all the difference in your chapters. Social excellence is the art and philosophy of great functioning chapters. Social excellence teaches members to make fraternity experiences comfortable, overflowing with kindness and thoughtful touch points, celebratory of the uniqueness of each individual, and respectful of the insecurities and hidden realities of each human in the process. Don't take the humanity out of it. Remember, we're in the relationship business. We're most successful when instead of trying to impress others, we try to connect with others.

3:10 p.m. – 4:00 p.m.     **EDUCATIONAL SESSION #2**  
**President Roundtables**     Glens 1  
A chapter president can often feel like he is on his own trying to manage all aspects of the chapter. In reality, many chapter presidents deal with the same challenges and opportunities. In this session, chapter presidents can talk with each other about the major issues facing their chapter and utilize others' experiences to develop a plan of action for responding to the needs of their own chapter.  
*Recommended for chapter presidents*

**Running an Effective Administrative Board**

Glens 2

Overseeing the administrative board is a major responsibility for the vice president. This session will take a deeper dive into the administrative board and the vice president's role in keeping it moving. During this session, attendees will explore meeting management, goal setting, creating committees to support the work of the administrative board.

*Recommended for vice presidents*

**Your Best New Member Class Ever**

Glens 3

Each new member class has an opportunity to make positive change within a chapter or continue to live to the high standard your chapter has already set. What is one key to a successful new member class? They are ACTIVE and INVOLVED. What's one thing we also know? It takes a village to raise a family. During this session we will be discuss the roles new members can have earlier in their Delta Tau Delta experience and how your upperclassmen can become better members as well.

*Recommended for new member education coordinators and all undergraduates*

**Planning Social Events**

Fields

Alcohol can pose quite a risk to chapters. Officers must be prepared to confront issues with alcohol, discuss alcohol with members and effectively plan events with alcohol. This session will cover these topics and will allow officers to consider how alcohol affects chapter members and programming.

*Recommended for directors of risk education and all undergraduate members*

### **What They Don't Teach You in Your Accounting and Finance Classes (Tools for Success)**

Prairies 6

Any Delt who has ever served as the director of finance knows to be successful it requires more than just being a finance or accounting major. You have to be willing to have difficult conversations with your peers. It requires you to be strategic when it comes time to make budgetary decisions. You have to communicate the financial state of the chapter to your stakeholders and ensure them the funds of the Fraternity are in good hands. We'll talk about tools you can use to help you in your role. Can't figure out how to get Johnny to pay his bill after he missed his 3rd payment deadline? Have you lost count of the number of times you've been asked, "So what do our dues pay for?" This session will cover working with the members in your chapter and how to navigate common challenges that come up.

*Recommended for directors of finance*

### **DYNAMIC RECRUITMENT- The SCIENCE**

Prairies 5

Dynamic Recruiting chapters believe that authentic relationships — real human connection — must be at the center of their system. Dynamic Recruiting chapters believe in being proactive. They take ownership over their own potential and results. Dynamic Recruiting chapters believe that they must be intentional in their conversations, relationship-building activities, data gathering, and recruitment tracking to ensure the RIGHT members join their chapter. Dynamic Recruiting chapters believe that quantity drives quality. The more people the chapter knows, the more likely it is that the chapter will find the right members to join, stay, lead, and live the values of the organization. Dynamic Recruiting chapters believe that joining a chapter for life is a serious matter. It deserves thoughtful consideration, generous dialogue, and transparency that ensures all parties understand the expectations of membership. Dynamic Recruiting chapters believe in personalized systems. Repeatable systems outlast and ultimately outperform temporary leadership and talent. The system, however, is only as valuable as the amount of personal care and attention it provides for each individual potential member.

*Recommended for directors of recruitment and all undergraduate members.*

**Advising with the Mission and Values**

Prairies 4

This session focuses on transforming the Mission and Values from words memorized during new member education to guiding life principles. Chapter advisors will learn how values-based advising can help guide their chapters to be in congruence with the Mission and Values.

*Recommended for advisors and volunteers*

4:10 p.m. – 5:00 p.m.

**EDUCATIONAL SESSION #3**

**Strategic Planning for Your Chapter**

Glens 1

One of the most difficult aspects of being a leader is creating a vision for your team and helping them move to that goal. In this session, chapter presidents will learn how to develop SMART goals for their chapter and begin the process of goal setting for their term.

*Recommended for chapter presidents*

**Ethical Decision-Making**

Glens 2

As an officer, you will be asked to make decisions every day. Some of those decisions will impact just a few of your brothers, and some of those decisions will impact your entire chapter. Sometimes the decisions you make might benefit some people while hurting others. So how do you decide what to do? This session will explore how to utilize ethics and values in your decision-making as a chapter officer.

*Recommended for vice presidents*

**Education Location, Location, Location!**

Glens 3

You dedicate a lot of time to developing your new members, but what if I told you certain environments will maximize your return on investment? Or that your current location is causing all your effort to be wasted? During this session we will analyze different locations for new member education and when certain locations are most appropriate.

*Recommended for new member education coordinators and all undergraduates*

### **Hazing: Core Concepts & Intervention Strategies**

Fields

If there were hazing activities happening in your chapter right now, would you be able to intervene and stop them? Would you be able to challenge your members to stop if they were hazing other members? Do you want to be a hero and stop a tragedy from occurring? If you answered “yes” to any of these, then you should join this session where participants will learn about the current state of hazing, develop tools to identify hazing practices and work with other Delts to discuss best ways to prevent hazing in a chapter.

*Recommended for directors of risk education and all members*

### **It’s Time to Up Our Game**

Prairies 6

#### **(The Vault System Powered by OmegaFi)**

May the treasurer R.I.P. There’s a reason your position is now called the director of finance. It’s not just a resume builder; you’re managing a multi-thousand-dollar budget. You’re overseeing the financial operations of a non-profit organization that holds itself to a standard of excellence. You know what organizations with excellent financial operations do? They find ways to conduct business in an efficient and convenient way. They protect their financial assets by using secure tools other than an individual’s personal Venmo account. They have a meticulous record keeping system beyond an excel document, so they don’t lose their annual budget when the CFO’s computer crashes. They keep accurate invoice records, so they can hold people/organizations accountable when they try to skip out on their financial obligations. It’s time we stepped up our game. Because of this during the spring semester the Fraternity will begin a full partnership with the Vault system powered by OmegaFi. This session will provide you an overview of all the resources that will be at your fingertips to further strengthen your chapter as you head into a new decade.

*Recommended for directors of finance*



**Combining the ART & SCIENCE**

Prairies 5

Chapters who master both social excellence and dynamic recruitment are some of the highest recruiting and functioning chapters. Let's combine relationship building skills with tactical recruiting skills and really discuss the implementation of it all. Education, technology, and strategy are all you need to go back to your chapter and get to work.

*Recommended for directors of recruitment and all undergraduate members.*

**Relationship Development: Communicating Deliberately**

Prairies 4

Communication is critical to a successful relationship between chapter advisors and chapter leaders. In this session, volunteers will explore how to communicate expectations with chapter leaders and other volunteers, while also helping them manage relationships with one another.

*Recommended for advisors and volunteers*

6:00 p.m. – 7:00 p.m.

**Dinner**

Invocation

Gavin Ford, *Undergraduate Council Member*

8:15 p.m. – 9:15 p.m.

**Ritual Rehearsal**

Kalamazoo Rooms  
Arcadia Ballroom

**Chapter Meetings**

## Saturday, February 1

8:00 a.m. – 9:00 a.m.	<b>Breakfast and Announcements</b>	Arcadia Ballroom
	<b>Volunteer Breakfast</b>	Meadows
9:00 a.m. – 9:50 a.m.	<b>General Educational Session</b>	Arcadia Ballroom
	<b>Chapter Best Practice Sharing</b>	
10:00 a.m. – 10:50 a.m.	<b>EDUCATIONAL SESSION #4—Leadership Skills</b>	
	<b>Meetings, Meetings, Meetings: Running Effective Meetings</b> As a chapter leader you are inevitably attending several meetings each week. This session will provide some practical tips for determining whether a meeting is necessary and running an effective meeting all while keeping your sanity. <i>Recommended for all undergraduate members</i>	Prairies 6
	<b>Networking and Relationships: Leveraging the Power of Conversations</b> Networking is all about relationships, and great relationships are built upon authentic conversations. This session will provide you some great skills to help you leverage the power of conversations in building strong relationships and making you an expert networker. <i>Recommended for all undergraduate members</i>	Prairies 5
	<b>Multicultural Competency and Identity: How Knowing Our Own Identities Can Improve Recruitment and Chapter Events</b> Knowing your own various identities and how they impact the way you approach different situations in life is so important. By exploring our individual identities, we can better understand the ways that we approach recruitment, planning and executing chapter events, and interacting with those around us. Using this knowledge allows us to be strategic about improving various chapter operations, as well as developing our own multicultural competency. Attendees will explore their individual identities and reflect on how those identities shape who we are, and the lens through which we view others. <i>Recommended for all undergraduate members</i>	Glens 1

**Self-Care, Time Management, and Setting Priorities:  
Being a Better Leader by Putting Yourself Before Others** Glens 2  
As a leader, it can feel impossible to put yourself before others. Often, we are asked to do the opposite and may find ourselves completely exhausted and burnt out with all the responsibilities we have to manage. This session will encourage attendees to reflect on current time management skills, set priorities, long and short-term goals, and to develop a plan for self-care.  
*Recommended for all undergraduate members*

**Coaching and Mentoring Peers** Glens 3  
Mentoring and coaching your chapter members is crucial to ensuring the longevity of your chapter. As a chapter leader it is important for you to think about the concepts of mentoring and coaching as you work with the chapter to achieve success. During this session you will learn why mentoring is important and some mentoring truths that will help you be a mentor to your brothers.  
*Recommended for all undergraduate members*

**OmegaFi: What it is and how to use it** Prairies 4  
In 2019, Delta Tau Delta partnered with OmegaFi to develop a new membership database. Its tools help track member information, pay chapters' national invoices seamlessly and access countless membership resources. This session will educate alumni/volunteers how to claim their accounts and navigate resources.  
*Recommended for advisors and volunteers*

11:00 a.m. – 11:50 a.m. **EDUCATIONAL SESSION #5—Leadership Skills**

**The Art of Giving and Receiving Feedback** Prairies 5  
Giving and receiving feedback is a true art. The good news is that once you learn more about yourself it gets easier. In this session you will learn about the Johari Window as a model for giving and receiving feedback.  
*Recommended for all undergraduate members*

**Varsity Facilitation: From Good to Great** Prairies 6  
As a chapter leader you need to be a confident facilitator. This session is a must to help you identify the characteristics of a great facilitator and identify areas where you can improve and move from okay to outstanding!  
*Recommended for all undergraduate members*

**Maintaining A Positive Relationship with Your Greek Advisor and Other Campus Partners**

Glens 1

Your campus fraternity and sorority life staff can be one of your best advocates if the relationship is developed and maintained well. Other on-campus staff members can also help keep the chapter connected and exposed to helpful resources. Attendees will diagnose the state of their current relationship with the Greek Life Office or staff on their respective campuses, and then develop a plan for improving that relationship to benefit the chapter and the campus Greek community.

*Recommended for all undergraduate members*

**How do we get from here...to there...? Project Management 101**

Glens 2

“Planning without action is futile, action without planning is fatal” U.S. News & World Report identifies Project Management as #1 in their list of 7 Key Skills You Need to Get Hired Right Now. In their article, Demand for Project Managers Continues to Grow Globally, ITpreneurs predicts more than 1.3 million new project management roles will be created by 2020. In addition, project management skills are invaluable for handling school assignments and ultimately, the demands of everyday adult life. During this session, participants will learn steps to manage projects and the implications learning this skill might have on chapter planning, operations, and success.

*Recommended for all undergraduate members*

**Leadership Styles 101**

Glens 3

In order to be a successful chapter leader, we need to know what makes us tick. As individuals, we all have preferred leadership styles and we will inevitably work with other leaders in our chapters, on campus, and in our communities. We must have a good understanding of our own leadership styles, as well as foundational knowledge of the leadership styles of others. This session will allow attendees to identify their personal leadership style, it’s strengths and challenges, and the leadership styles of others they may work with on a regular basis.

*Recommended for all undergraduate members*

	<p><b>Alumni Roundtable: Wellness &amp; Wellbeing</b></p> <p>Over the course of the last four years, and especially at the 2018 St. Louis Karnea, it has become clear that wellness and wellbeing are priority topics for the undergraduates we serve. However, this represents relatively new territory for the Fraternity. After a year of research, the Arch Chapter formally approved a wellness and wellbeing strategy. Join this roundtable to learn more about the Fraternity’s strategy on these topics, what to expect on the horizon, and the role you can play in advocating for the wellness and wellbeing of our undergraduate members. <i>Recommended for advisors and volunteers</i></p>	Prairies 4
12:15 p.m. – 2:00 p.m.	<p><b>Conference Luncheon</b></p> <p>Invocation  Tyler Burleyson, <i>Undergraduate Council</i>  Educational Foundation Report  Jack Mattern, <i>Leadership Gift Officer, Delta Tau Delta</i>  State of the Fraternity  Jack Kreman, <i>Chief Executive Officer</i>  Leadership Experiences  Tiffani Ziemann, <i>Director of Risk Response and Education</i>  Karnea Overview  Announcements  Ross Theriault, <i>Eastern Division President</i></p>	Arcadia Ballroom
2:00 p.m. – 4:00 p.m.	<p><b>Educational Session—Roundtable Breakouts</b></p>	Arcadia Ballroom
4:10 p.m. – 5:30 p.m.	<p><b>Chapter Planning #2</b></p> <p>Work with your chapter and advisor to review your accomplishments and challenges from the previous term. Identify key focus areas for your time at division conference and make a plan for your time at conference this weekend.</p>	Breakout rooms as assigned.
6:00 p.m. – 7:00 p.m.	<p><b>Model Ritual and Rite of Iris</b></p> <p><i>Rite of Iris</i> – Epsilon Iota B, Kettering University  <i>Ritual</i> – Theta Xi, Eastern Michigan University</p>	Kalamazoo Room

7:30 p.m. – 9:15 p.m.

**Banquet**

Arcadia Ballroom

Invocation

Jacob Danaj, *Undergraduate Council*

Keynote Address

Steve Paquette, *International President,*

*Delta Tau Delta Fraternity*

Awards

Closing

