



Southeast Province Fall Assembly Minutes

Charleston, South Carolina
Hilton Garden Inn Charleston/Mt. Pleasant

Friday September 23rd, 2022

6:00 PM

General Session I (Location: Harbor Ballroom)

Call to Order

- By Satrap Dr. Liem Dang

Opening Ritual &
Invocation

- By Chaplain Mr. Stefan Cevallos
 - “Lord, we pray that you bless us during this meeting and throughout the weekend as we gather here in Charleston. Help us to learn to properly conduct our business, but also to be respectful of each other's different views and opinions. I pray that we may have a spirit of camaraderie throughout the weekend and work together on our shared mission. Lord, please watch over our Brothers who are unable to join us this weekend and guide us to uphold everything that we do. In your name, we pray.”

6:10 PM

Roll Call – Secretary

Collegiate Chapters

- ☒ Iota
- ☒ Gamma Sigma
- ☐ Delta Iota
- ☐ Delta Rho
- ☒ Delta Upsilon
- ☒ Delta Omega
- ☒ Epsilon Eta
- ☒ Epsilon Mu
- ☐ Zeta Gamma - *Proxy to Jacksonville Grad*
- ☒ Zeta Delta
- ☐ Zeta Phi

Graduate Chapters

- ☒ Charleston Grad
- ☒ Gainesville Grad
- ☒ Jacksonville Grad
- ☒ North Florida Grad
- ☒ Orlando Grad
- ☒ Savannah Grad
- ☒ Southeast Florida/Bahamas Grad
- ☐ Tampa Grad - *Proxy to Jacksonville Grad*

Province Officers

- ☒ Satrap – Dr. Liem Dang
- ☒ Vice Satrap – Dr. Devi Surajbali
- ☒ Secretary – Ms. Sabrina Desmond

- ☒ Treasurer – Mr. Christopher Donaldson
- ☒ Historian – Mr. Drew Johnson
- ☐ Chaplain – Mr. Stefan Cevallos
- ☒ Parliamentarian – Ms. Morgan Alvah
- ☒ Newsletter Editor – Ms. Maddie Kelley
- ☒ Assistant Newsletter Editor – Ms. Sydney Magrath
- ☒ Webmaster – Ms. Tara-Talisa McIntosh
- ☒ Assistant Webmaster – Ms. Esther Cho
- ☒ GCC Delegate -- Dr. Dave Cook
- ☒ Alternate GCC Delegate -- Dr. Jeana Kett
- ☒ Immediate Past Satrap – Dr. Aaron Young
- ☒ Province Supervisor – Dr. Patrick Hryshko

Supervisors

International Officers

- ☐ Grand Regent – Dr. Jason Milton
- ☒ Grand Vice Regent – Dr. Chris Miller
- ☐ Grand Counselor – Dr. Joe Nardolillo
- ☒ Grand Historian – Dr. Saswat Kabisatpathy
- ☐ Grand Ritualist – Dr. Kelsey Johnson
- ☐ Graduate Member-At-Large – Dr. Matt Jordan
- ☐ Collegiate Member-At-Large – Mr. Dylan McWilliams
- ☐ Immediate Past Grand Regent – Dr. Christy Askew
- ☐ Executive Director (Interim) – Dr. Christy Askew

Welcome from Satrap

- Thank you for joining us here in Charleston and for joining on a Friday evening.
- Introduction of visiting Brothers to be conducted during Session II

Welcome from Iota Brothers

Iota Regent Angeleki Zecopoulos and Iota Fall Assembly Coordinator Savannah Young

- Thank you again for being here. If anything is needed, please reach out to either Angeleki or Savannah with questions. These representatives can be reach in person or via GroupMe

6:15 PM

Members

2022 Fall Assembly Resolutions Committee

Chair: Sheridan Hogan

Members:

- **Zach Usztok**
 - Resolutions will be presented earlier than usual during this assembly
 - Please have all resolutions submitted by 11:30am on Saturday September 24th, 2022.
 - Contact information to be provided.

6:20 PM

Spring 2022 Assembly Minutes

- Southeast Florida and Bahamas Grad moves to consider the meeting minutes from the 2022 Southeast Province Spring Assembly to have been circulated, read, and approved.
- Motion is seconded by Jacksonville Grad
- *Motion passes with no discussion*

6:25 PM

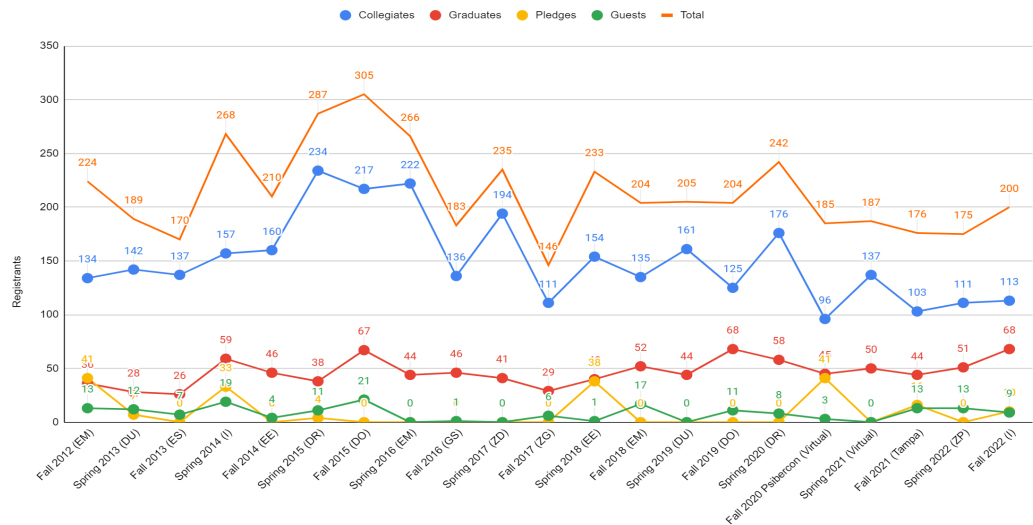
Province Officer Reports/Announcements

Satrap

Dr. Liem Dang

Attendance Stats

Total Registrants



- Total attendance is approximately 175-200 attendees for assembly.
- Notice that our Graduate Brothers are increasing in attendance rate, which is in line with the Province 5-year Strategic Plan

Officer Charges Update

Charge	Status
Collaborate with SEP Committees to develop educational materials as it relates to your officer position	In progress Drafted Regent's Manual
Attend at least one event (chartering, initiation, Chapter development visit, etc.) for an SEP Chapter that is outside of your home Chapter and report to Brother Secretary	In progress Delta Omega 9/20/22: Speed Dating Rush Event Zeta Gamma 8/30/22: Pharmacist Panel Rush Event Zeta Gamma 9/3/22: King Maker Rush Event Zeta Delta 8/11/22: Boba Social Rush Event Zeta Delta 8/15/22: Kappa Psi Networking Rush Event (virtual) Zeta Delta 8/16/22: Speed Friending Rush Event
Monitor, update, and organize officer folder in SEP Google Drive as needed	In progress New organization structure being worked on

- Please notify the Executive Committee of any and all events that are open to the Province. This committee is dedicated to support our Chapters and will do so whenever possible.
- Brother Satrap himself has attended 6 RUSH events at 3 different Chapters outside of his home Chapter.

Charge	Status
Preside at all Assembly Meetings and enforce adherence to the Constitution, By-Laws, and Policies of Kappa Psi Pharmaceutical Fraternity, Inc. and the Southeast Province	In progress
Appoint all Committees and assign Committee charges with the assistance of the Vice Satrap	Completed
Confer with the Vice Satrap regularly about the progress of the SEP Committees	In progress
Serve as a liaison between the Central Office and Regents	In progress
Maintain monthly Chapter Regent conference calls as necessary	In progress
Hold all officers accountable for the completion of all assigned officer charges	In progress
Meet individually with each SEP Chapter leadership to identify areas of improvement	In progress

5-year Plan

- We are currently in Year 3 of our 5-year strategic plan for the Province. Full details can be found in the [Satrap Detailed Report](#).
- The majority of goals have been delayed by COVID-19, however our professional development and social media status has been making great progress

GCC Recognition

2022 Top Performing Chapter:

Epsilon Mu

2022 Member Spotlight Award:

Hannah Reynolds (Gamma Sigma)

Lydia Borah (Epsilon Mu)

2022 Grand Council Deputy Certifications of Excellence:

Trinity Williams (Gamma Sigma)

Shannon Usztok (Zeta Gamma)

2022 Graduate Philanthropy Award: Jacksonville Graduate

In coordination with the Jacksonville Department of Juvenile Justice, 15 Brothers of Jacksonville Grad as well as Zeta Gamma, expanded the scope of their Annual Children's Holiday Drive to include 16 local businesses that supported their cause through monetary and toy donations. Over the course of 4 months, the event culminated with distribution of gifts to 614 children and 214 families for the holidays. The over \$5000 raised for the event even supported families unable to pay bills during the holidays due to the pandemic.

2022 Family Inclusion Award: Jacksonville Graduate

In 2021, the Brothers of Jacksonville Grad hosted a tailgate for Brothers of multiple Provinces at the Georgia-Florida Football game. Over 50 individuals attended the event, 5 work related colleagues, 29 Graduate Brothers, 8 Collegiate Brothers, 2 pledges, and 20 family members including parents, significant others, and children. The Chapter focused the event around family engagement and safety due to the pandemic and looks forward to successfully hosting the event annually to embody that Kappa Psi is for life.

2022 Top Performing Graduate Chapter:

Gainesville Graduate

Jacksonville Graduate

Orlando Graduate

Tampa Graduate

Savannah Graduate

2022 NPP 99er's Scholarship:

Sabrina Alahmad (Epsilon Eta)

2022 Grossomanides Family Scholarship:

Monica Bennett (Zeta Gamma)

2022 Kappa Psi Foundation General Scholarship:

Sabrina Desmond (Epsilon Mu)

Brother Satrap would like to especially highlight that our Graduate Chapters are doing a phenomenal job nationally. 5 out of 7 Graduate Chapters have received Top Performing Recognition. Two of our GCDs, Trinity Williams and Shannon Usztok, received special recognition for their dedication. Finally, Jacksonville Grad received recognition for both Family Inclusion and Philanthropy. Thank you Brothers for making our province stand out and the Southeast Province would not be where it is without your hard work.

Full report deferred online

Vice Satrap

Our Committees

Dr. Devi Surajbali

- Advisory – Dr. Aaron Young
- Auditing – Dr. Brian Lynch
- Education/Professional Development – Dr. Cristi Utset and Mr. Ryan Persaud
- Finance – Mr. Chris Donaldson
- Leadership Development – Dr. Ravi Bacchus, Ms. Morgan Alvah, and Dr. Angie Milla
- Legislative – Ms. Morgan Alvah
- Philanthropy – Ms. Jennifer Sanchez and Mr. Grey Duke
- Collegiate Development – Mr. Josuah Tilus and Dr. Marvin Smith
- Graduate/GCD Development – Dr. Samantha Schmidt
- Publications – Ms. Maddie Kelley and Ms. Syndey Magrath
- Risk Management – Mr. Chad Bonincontri
- Family Inclusion – Dr. Jeana Kett

Officer Charges Update

Charge	Status
Serve as the liaison between the Executive Committee and Committees (including any special Committees created)	In progress
Assist the Satrap in forming and transitioning new Committees and charges	Completed
Hold all Committees accountable for completion of all assigned Committee charges	In progress

Charge	Status
Oversee use of the SEP Public Drive	In progress
Perform duties of the Satrap if for any reason the Satrap is unable to perform the duties of their office	In progress

- Would like to take a moment to recognize that many of our Committee Chairs are first time province chairs and they are doing a wonderful job especially with the production of workshops, webinars, events.
- A specific goal for this term as Vice Satrap is to host Monthly Committee Chair meetings to function as a check-in opportunity to evaluate committee progress and identify any additional support that can be provided by the Executive Committee.
 - These meetings have seen great success with streamlining communication and keeping the committees on track.

Full report deferred online

Secretary Officer Charges Update

Ms. Sabrina Desmond

Charge	Status
Maintain Province records including: Contact information for Executive Committee, Chapter officer information, Chapter rosters, and GCD contact information	In progress
Record and keep minutes at all Province meetings and SEP Executive Committee conference calls	In progress
Establish monthly communication between the Province and its Chapters	In progress

Charge	Status
Assist Committee Chairs with record keeping and proper use/documentation of minutes as necessary	In progress
Continually update the SEP officer calendar with meetings, Province-related events, and other necessary information	In progress
Continually update the Province-wide calendar with deadlines and Province-related events	In progress
Update the SEP directory of current and past SEP officers & supervisors	Completed

- We are making good progress with incorporating our online Calendar to the Province to keep our Chapters up to date with current events. Currently, the goal is to have full integration of this calendar to all of our Chapters by the end of the year.

Full report deferred online

Treasurer
Officer Charges Update

Mr. Chris Donaldson
Full report deferred to financial committee

Historian
Focuses

- Mr. Drew Johnson**
- Focusing mainly on social media presence
 - Aiming to have one post per week and 3 stories per week
 - Utilizing story shoutouts and spotlight posts to highlight accomplishments of the Province family
 - Examples of themed highlights
 - Diversity initiative
 - Arab American Heritage Month
 - AAPI Month
 - Hispanic Heritage Month
 - Pharmacy Journeys
 - Thank you to everyone who has collaborated to make these goals come to fruition. The communication from our Brothers helps us all learn more about each other and feel included in the family.
 - If anyone has any ideas for a project or is inspired to have their Chapter highlighted more often, do not hesitate to reach out.

Full report deferred online

Chaplain

Mr. Stefan Cevallos *(Reported by Satrap in absence)*

Officer Charges Update

Charge	Status
Provide Ritual education to the Province/Chapters as necessary	In progress
Work with the host Chapter to provide, secure, and ensure compliance to all Ritual procedures during Assembly	In progress
Attend, promote, and encourage the Province to attend new Chapter charterings as well as Chapter class Initiations	In progress
Charge	Status
Update the listing of regalia each Chapter currently owns and promote the addition of regalia	In progress
Obtain regalia for the officers of the Southeast Province	In progress

- Working alongside the Ritual Committee to complete charges.
- Planning to host future webinars as we move through the pledging season and focusing on preparing the Chaplains of the province for successful rituals once they occur.
- Maintaining an inventory of regalia respective to each Chapter.
 - Working with Chapters to create a plan to procure regalia to have in Chapter supplies.

Full report deferred online

Parliamentarian Officer Charges Update

Ms. Morgan Alvah
Full report deferred to legislative committee

Newsletter Editor and Asst. Newsletter Editor Officer Charges Update

Ms. Maddie Kelley and Ms. Sydney Magrath

- Create and publish the tri-annual Southeast Province “Insert” to the Province and National
- Promote Chapters publishing a minimum of 2 newsletters per year
- Upload and maintain newsletters on the Province’s Newsletters database within the SEP Public Drive
- Highlight SEP events and provide unique articles within the Insert as appropriate
- Serve as Co-Chairs of the Province Publications Committee
- Present Province published materials to the Risk Management Committee prior to publication for review

Further updates

- 2 out of 5 Newsletters have been published
 - Can be found through email, Facebook, or SEP website.
- Extremely grateful for the Publications Committee for all their hardwork
- Looking forward to working on future publications
- If anyone has any feedback, please do not hesitate to reach out.

Webmaster and Asst. Webmaster

Ms. Tara-Talisa McIntosh and Ms. Esther Cho

Officer Charges Updates

Charge	Status
Website more accessible and mobile friendly	Completed
Add Google calendar on homepage	Completed
Update SEP Fall Assembly	Completed

- Website is updated with current information about Brothers and the Executive Committee.
- Working to make it more user friendly and increase traffic. More information to come.
- If there is anything that Brothers would like to have added to the website, please reach out.

Full report deferred online

GCC Delegate and Alt GCC Delegate Officer Charges Updates

Dr. Dave Cook and Dr. Jeana Kett

- All are completed
- Please reach out if you are interested in being the next delegates. This position was very fun and rewarding.
- Our SEP social was a success and we raised \$2,500 to donate to the Foundation for scholarships to be provided to Brothers.
- Thank you everyone and we look forward to cheering on our delegates in 2024.

Full report deferred online

Immediate Past Satrap Report Officer Charges Update

Dr. Aaron Young

- 6 Advisory Committee meetings so far this term
 - Functioning to support and advise SEP Executive Committee on regular or emergent matters
 - Keeping track of Assembly topics, GCC preparation, SEP Committees, and Chapter needs
 - These Grad Brothers volunteer hours of their time whenever needed to support the Brothers of the SEP
- 2022 SEP Committee Reports/Chapter Awards
 - Added several new items this year
 - Always evolving and open to feedback
- Would like to recognize all members of the Advisory Committee
 - Decades of experience and wisdom are collectively located in this committee. Your leadership and assistance is greatly appreciated.
 - Things do not stay on track without this committee combined with the work done by our collegiates.
- Chapter Reports
 - Reviewed and awards will be announced after Session II at dinner
 - Included committee participation for points
 - Identified an area for growth in which more committee members have the opportunity to attend meetings whenever possible. Additionally, revealed areas of improvement for documentation.
 - Feedback is always appreciated, please do not hesitate to reach out.

7:00 PM

Reading of Legislative Proposals: SEP Parliamentarian Morgan Alvah

Committee Charges

- Review Province By-Laws and updates with Collegiate and Graduate

Brothers of the SEP as needed

- Reviewed election and nomination procedures with Collegiate and Graduate Brothers
- *Distribute educational material regarding Robert's Rules of Order as needed*
 - Emailed all SEP Brothers Robert's rules handout prior to assembly, coordinated a workshop for refreshing Robert's Rules, printed out handouts for brothers for commonly used terminology
- *Collect legislative proposals prior to Province Assemblies for legislative committee review and recommendations, then present said proposals to the SEP for voting*
 - Encouraged submission of legislative proposals from all Brothers in the province.
- *Assist all SEP Chapters with reviewing Chapter Ordinances annually and updating as needed before early deadline of the Annual Progress Reports*
 - Created a chapter sign up for the members of Legislative Committee and have a deadline of December for them to meet with the chapter.
- *Assist the Advisory Committee with drafting new and updating SEP policies and ordinances as needed*
 - Ongoing
- Working on creating more workshops and educational opportunities for the province to utilize regarding Robert's Rules, the Constitution, and our By-Laws.
 - First forum is tomorrow, September 24th at 12pm
- Aiming to increase awareness in policy and legislation outside of the Fraternity.
 - Currently encouraging Brothers to register for vote by holding a raffle. Submit proof of registration by 5pm on September 24th for a chance to win a Starbuck gift card.
- Would like to create additional resources for Brothers. If there are any ideas, please reach out.

Further Updates

Full report deferred online

(See [Appendix A](#))

Discussion and voting for proposals will be held until Session II

Legislative Proposals

7:15 PM

Province Committee Reports

Auditing Committee Committee Members

Chairs: Dr. Brian Lynch and Kimberly Cuttle

- Cecilia Nyman
- Todd Larson
- Matthew Doenges
- Parminder Kaur

Full report deferred online

Education/Professional Development Committee

Chairs: Dr. Cristi Utset and Ryan Persaud

Committee Members

- Alexander Branton
- Michael Carulli
- Alexandra Almodovar
- Grace Hogan
- Pegah Manesh
- Breonna Harrison
- Lucas Ciriello
- Sabrina Alahmad
- Jennifer Vazquez Perez
- Angeleke Vakiaros
- Mark Nazareno
- Briana Williams

Full report deferred online

Leadership Development Committee

Committee Members

Chair: Dr. Ravi Bacchus

Co-Chairs: Morgan Alvah and Dr. Angie Milla

- Marvin Smith
- Amber Cox
- Eisha Ludtke
- Tara-Talisa McIntosh
- Dhara Patel
- Moya Reid
- Sarah Stoner
- Angeleki Zecopoulos

Updates

This year is the first year that we will be holding Leadership Retreat at assembly

- Rationale:
 - Concerns regarding scheduling and attendance, especially with GCC occurring this past summer
 - We have the most attendance here at assembly and we want to take advantage of this opportunity to develop our Brothers and Pledges
- Please enjoy and let us know how you feel about this new format. If all goes well, we may continue this format in the future.

Full report deferred online

Legislative Committee

Committee Members

Chair: Morgan Alvah

- Dave Cook
- Zach Usztok
- Lee Baker
- Monica Bennett
- Amanda Winslow
- Trinity Williams
- Shefa Ali

See Legislative Proposal section above

Collegiate Development Committee

Committee Members

Chair: Dr. Marvin Smith

Co-Chair: Josuah Tilus

- Caroline Donaldson
- Amanda Melendez Martinez
- Chris Winslow
- Bosun Alayoku
- Kiery Gray
- Justin Crespo

- Stefan Cevallos
- Austin Shockley
- Christine Heng

Updates

- We have successfully made contact with almost every Chapter.
- Scheduling a visit with Delta Iota in November 2022
- Goal is to reach out to Chapters that are struggle the most and have had little activity in the province
 - Current focus is on Delta Iota and Delta Omega at the moment
- Regarding ability to stay in contact with the province chapters, a method has been established to split the province into 4 regions and have a person dedicated to working in each region.
- If your pressing concerns are not addressed this weekend during assembly, please reach out to the Committee Chairs.
- Thank you to Brother Satrap for putting a new collegiate Brother in this committee position. Joshua has shown amazing promise and dedication.

Graduate/GCD Development Committee Committee Members

Chair: Dr. Samantha Schmidt

- Jacqueline Nguyen
- Aaron Young
- Sarah Rowe
- Shelby Landau
- James Sterrett

Full report deferred online

Publications Committee Committee Members

Chairs: Maddie Kelley and Sydney Magrath

- Deanna Henry
- Drew Austin
- Eleni Gaspar
- Faith Lanuzo
- Ruth Adeyemi
- Sarah Rowe

Full report deferred online

Family Inclusion Committee Committee Members

Chair: Dr. Jeana Kett

- Aquila Ingram
- Angela Hernandez
- Shannon Usztok
- Leah Marcelin
- Julia Posey

Updates

- Special shout out to Carulli's for their new baby Mari!
- Webinar is being held regarding replenishing your graduate Chapter on October 1st at 7pm.
 - Please fill out the [Family Inclusion Survey](#)
 - Results will be revealed at this webinar
 - Open to collegiate and grads
 - Collegiates will have the opportunity to communicate what they need from their grads

- Grads will have the opportunity to plan what they can do to help their collegiates and discuss potential solutions for replenishing graduate chapters.

Upcoming Events

Wild adventures trip this December

- Details to come. Announcement in 2-3 weeks.

Spring Event

- Location is TBD
 - Thinking of doing a Beach Day in Deerfield.
 - Saw great success with Delta Omega with the previous event.

Full report deferred online

Finance Committee Committee Members

Chair: Chris Donaldson

- Briana Williams
- Aicha Ndiaye
- Reynell Flores Morales
- Olga Trejos-Kweyete
- Victoria Brooks
- Ian Brown

Updates

- Would like to highlight an initiative started by our previous province Treasurer regarding recurring donations.
 - Our first goal is \$84/mo
 - We are \$25/mo away from this goal
 - Once this has been met, the Province can provide an annual \$1,000 scholarship for a Brothers.
- Further goals will support Brothers for GCC, with a specific aim to sponsor more than one Brother per Chapter for the conference.
- Remaining focus for the term will be shifted towards raising funds in a manner outside of regular donations.

Full report deferred online

Philanthropy Committee Committee Members

Chairs: Grey Duke and Jennifer Sanchez

- Dena Cvetkovic
- Sheridan Hogan
- Jenikka Lovell
- Laura Andress
- Karen Loyd
- Michael Alder
- Shelly Kearns

Updates

- Cutest Pet Contest
 - Funds are going directly towards Vincent and his family.
 - \$205 was raised!
 - Winner:
 - Tied for 1st: Carly Sady & Lanae
 - Tank (Owner: Carly)
 - Lucy (Owner: Lanae Calloway)

Full report deferred online

Risk Management Committee

Chair: Chad Bonincontri

Committee Members

- Madeline Frellickk
- Cheyenne Buchanan
- Lian Santiago
- Jana Mammen
- Katie Wallace
- Tara-Talisha McIntosh
- Tiffany Nguyen

Updates

- Converting normal Risk Management presentation to online Webinar. Anticipated date is in mid to late October.

Full report deferred online

8:00 PM

Session I Adjourned

9:00 AM

Roll Call -- Location: Harbor Ballroom

Collegiate Chapters

- ☒ Iota
- ☒ Gamma Sigma
- ☐ Delta Iota
- ☐ Delta Rho
- ☒ Delta Upsilon
- ☒ Delta Omega
- ☒ Epsilon Eta
- ☒ Epsilon Mu
- ☒ Zeta Gamma
- ☒ Zeta Delta
- ☐ Zeta Phi

Graduate Chapters

- ☒ Charleston Grad
- ☒ Gainesville Grad
- ☒ Jacksonville Grad
- ☒ Orlando Grad
- ☒ Savannah Grad
- ☒ Southeast Florida/Bahamas Grad
- ☒ Tampa Grad

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- ☐ Graduate Member-At-Large – Dr. Matt Jordan
- ☐ Collegiate Member-At-Large – Mr. Dylan McWilliams
- ☐ Immediate Past Grand Regent – Dr. Christy Askew
- ☐ Executive Director (Interim) – Dr. Christy Askew

9:15 AM

Welcome

- Brother Satrap
 - Would like to extend sincerest thanks to everyone who made their way to our Assembly this weekend.
 - Moment to acknowledge and introduce visiting Brothers
 - 33 Out of Province Brothers in attendance!

9:20 AM

Province Supervisor Report

- Introduction of New SEP Supervisor - Dr. Patrick Hryshko
 - Initiated to Gamma Upsilon in 2010
 - Currently a Member of Arizona Grad, Nevada Grad, and Anaheim Grad
 - Graduated from University of Arizona in 2014
 - Board Certified Ambulatory Care Pharmacist since 2021
 - Practicing at Kingman Regional Medical Center

9:40 AM

IEC Report

- Vision: Leaders in Pharmacy, Excellence in Life
- Mission: To develop leaders with a passion for service to their community while creating lifelong personal and professional connections
- Values: Industry, Sobriety, Fellowship, High Ideals
- Strategic Plan 2022-2026 ([Can be found at Kappa-Psi.com](https://www.kappa-psi.com))
 - Collegiate Chapters and Members
 - Graduate Chapters and Members
 - Programs and Services
 - Public Relations
 - Fraternity Operations and Communications
- Executive Director Retirement
 - Announced at the 60th GCC, Johnny Porter has retired, effective as of September 1st, 2022.
 - Interim Executive Director: Immediate Past Grand Regent Dr. Christy Askew
- Service Week 10/2-10/8
- New Member Fees begin this Fall
 - Costs include:
 - Membership Card

-
- Membership Certificate
 - Health and Safety Insurance Fees
 - Shipping Fees for new member items
 - Fraternity operation expenses
 - **Keep rosters up to date to avoid unnecessary fees**
 - Chapter Spot
 - Expected launch in 2023
 - Organizational Management Platform designed to replace our current database and enhance operational efficiency
 - Improve Chapter business and connections
 - Highlights:
 - Rosters and Officer management can be done by the Chapter
 - Searchable profiles and contact directory
 - Ability to update contact info by uses
 - Activity Tracker will allow Chapters to log information such as service hours or philanthropy events
 - Enhancing billing and invoices
 - Dashboard for centralized communications
 - Updated GCD Verification Form
 - Can now be complete electronically
 - Each GCD/Co-GCD/Faculty Advisor for the Chapter will be required to complete Part 1 of the form, digitally sign, and submit.
 - Forms are automatically forwarded to the Dean for review, signature, and approval
 - Completed forms are forwarded to Central Office
 - Must be completed annually by October 15th or within 30 days of electing a new GCD or Faculty Advisor
 - 61st Grand Council Convention in Cleveland, Ohio
 - Wednesday July 24th, 2024 to Saturday July 27th, 2024
 - Ask Grand Vice Regent Dr. Chris Miller for details as necessary
 - Legislative Changes from GCC
 - Grand Council, Provinces and Chapters are authorized to meet by electronic communication media as long as all Members have the ability to participate. This also includes committees of such named bodies.
 - Honorary and Service Orders
 - F. Harvey Smith ORDER OF THE RUBY MORTAR: 40 years of service
 - Dewey D. Garner ORDER OF THE DIAMOND MORTAR: 60 years of service
 - Norman A. Campbell ORDER OF THE PLATINUM MORTAR: 70 years of service
 - Added the ability to have an electronic ballot be conducted to amend the Constitution or Bylaws with the Grand Council adjourned
 - Dues and Assessments
 - Initiation Fee increased to \$75.00 (effective immediately)
 - Collegiate Annual Dues (collegiate year) increased to \$60.00 (\$5/month)
 - Effective Spring 2023
 - Dues for July, August, September, October, November and December: Due October 15th
 - Dues for January, February, March, April, May and June: Due February 15th

-
- Graduate Chapter Dues increased to \$200
 - Nomination for Officers of the Grand Council
 - Due to The Central Office at least 6 months prior to the first day of the Grand Council Convention
 - Acceptance of nomination must be made at least 4 months prior to the first day of the Grand Council Convention
 - Official Insignia, Badges, Et Cetera
 - Badge shall be worn on apparel, on the left chest, symbolizing being worn over the heart
 - Publications
 - Removed the requirement for Collegiate Chapters to keep on file a copy of each number of The MASK
 - Chapter Historians shall submit photos and articles for publication (removes Newsletters) for The MASK
 - Voting (for membership and elections)
 - Electronic voting may be permitted, provided the system is secure and can maintain the secrecy of the ballot
 - Handbook Update
 - Rewritten as an educational outline to be used as a resource for new member education
 - Available online and free to print
 - Finances and Taxes
 - Should be done annually and early to allow for adequate resolution of concerns.
 - Contact the Grand Counselor with questions (grandcounselor@kappapsi.org)
 - Kappa Psi Virtual Museum
 - Expected launch is Summer 2023
 - Submit pictures/documents to grandhistorian@kappapsi.org
 - Voluntary Graduate Dues
 - Can be paid on the website in the Kappa Psi Store
 - Graduate Awards, Recognition, and Engagement
 - Reviewing graduate recognition and award structure
 - Aiming to grow Society 1879
 - Utilizing social media to highlight achievements
 - Opportunities available for leadership development, topics, and more
 - Graduate Chapter Referral Form
 - Recommend speaking to Brother from respective province for details and gaining insight there
 - Social Media Interaction Reminders
 - Social Media accounts/handles for Chapters are to contain the Chapter name
 - Example: Kappa Psi Alpha Delta Chapter
 - Only the Grand Regent and the Executive Direction may speak on behalf of the Fraternity
 - Formal position statements on any topic should not be put out by Chapters/Provinces without appropriate review and oversight
 - All Chapter activities and formal communications should be reviewed by the GCD or faculty advisor
 - Questions may be discussed with your GCDs and submitted to the Grand Regent at grandregent@kappapsi.org

- Information should be germane to Kappa Psi, the profession of pharmacy or health science education
- Personal fundraising/sponsorship/contest requests for non-Kappa Psi events are prohibited
- Requests for documents, information, images or other material (e.g. law study guides) protected by copyright/trademarks/patent laws may not be posted
- Items for sale by Chapters or Provinces are to be submitted to the Chapter/Province Sales Page on the Kappa Psi website
- Upcoming deadlines/dates
 - October 1, 2022: MASK Submission
 - October 2-8, 2022: Kappa Psi Service Week
 - October 15, 2022: Collegiate Fall Dues and Form Submissions
 - October 15, 2022: GCD Verification Form Submission
 - December 1, 2022: MASK Submission
 - December 5-7, 2022: ASHP Midyear: Las Vegas, NV
 - Visit the Kappa Psi Booth (Booth #952) at the Expo
 - February 15, 2023: Collegiate Spring Dues and Form Submissions
 - March 15, 2023: Graduate Chapter Dues
 - March 15, 2023: Voluntary Graduate Dues
 - March 15, 2023: Risk Management Fee
 - March 24-27, 2023: APHA Annual Meeting: Phoenix, AZ
 - May 15, 2023: IRS Form 990 Submission
- #FollowUsOnSocialMedia
 - Instagram: @kappapsi
 - Facebook: (there is a public and a private page)
 - Twitter: @Kpsi
 - YouTube: Kappa Psi Pharmaceutical Fraternity, Inc.
 - Submit your Chapter's info to be highlighted at socialmedia@kappapsi.org
- IEC Contact info
 - Central Office at centraloffice@kappapsi.org or call 972-479-1879
 - Grand Regent Milton at grandregent@kappapsi.org
 - Grand Vice Regent Miller at grandviceregent@kappapsi.org
 - Grand Counselor Nardolillo at grandcounselor@kappapsi.org
 - Grand Historian Kabisatpathy at grandhistorian@kappapsi.org
 - Grand Ritualist Johnson at grandritualist@kappapsi.org
 - Graduate Member-at-Large Jordan gmatlarge@kappapsi.org
 - Collegiate Member-at-Large McWilliams collatlarge@kappapsi.org
 - Immediate Past Grand Regent Askew at imedpastgr@kappapsi.org or executivedirector@kappapsi.org

Remainder of report is deferred online

10:00 AM

Legislative Session

(See [Appendix A](#) for Details)

Proposal I.

- Discussion
 - Gainesville Grad moves to close discussion
 - Charleston Grad seconds the motion
 - Motion Passes
- ***Proposal is passed with no discussion***

Proposal II

- Discussion
 - Iota moves to close discussion
 - Charleston Grad seconds the motion
 - Motion Passes
- ***Proposal is passed with no discussion***

Proposal III

- Discussion
 - Southeast Florida/Bahamas Graduate Question:
 - Is there legislation regarding determining whether a Brother is in good standing?
 - Response: Yes
 - Gainesville Grad moves to close discussion
 - Charleston Grad seconds the motion
 - Motion passes
- ***Proposal is passed***

Proposal IV

- Discussion
 - Jacksonville Grad would like to emphasize that there is no need for redundancy in our constitution
 - Response from Gainesville Grad: The purpose of this proposal is meant to clearly define what a business day is so there is no confusion moving forward.
 - Question from Jacksonville Grad: Have we had issues with this lack of clarity previously?
 - Response from Gainesville Grad: Yes. The exact recollection of the incident is not present at the meeting at this time, but it is confirmed that there has been confusion in the past.
 - Southeast Florida/Bahamas Grad would like to emphasize that this could be a proactive change even if there had not been a previous incident of confusion.
 - Gainesville Grad moves to end discussion
 - Jacksonville Grad seconds the motion
 - Division → Individual votes are counted
 - Motion passes
- ***Proposal is passed***

10:15 AM

New Business

- None
- More general information to be provided at dinner

10:20 AM

Resolutions

Sheridan from ZD as Resolutions Committee Chair

- Recommends to read and accept en bloc (See [Appendix B](#))
 - Jacksonville Grad moves to read and accept the resolution en bloc
 - Charleston Grad seconds the motion
 - Discussion
 - Charleston Grad moves to end discussion
 - Jacksonville Grad seconds the motion
 - Motion passes
 - ***Resolutions adopted en bloc***

Announcements

- Jacksonville Grad Philanthropy event
- *Santa is coming to Baker County Dec. 17th*
 - Accepting Donations via website
 - Allows us to provide to a deserving population for Christmas
 - How can you help?
 - Volunteer!
 - Raffle

- Prize: Free Early Registration for 2023 Spring Assembly

- Sydney Magrath (Iota)
 - Selling ribbons for Vincent
 - Also a GoFundMe account is active
- Sponsor: King Cajun Crawfish
 - \$1,000
- IPS
 - This evening, transportation to dinner & downtown
 - Buses start at 6pm
 - 3 buses in cycle
 - 8:30pm for return
 - 9:15pm to transport to DTC
 - Cannot stop on mainstreet for dropoff
 - Tuck and roll
 - Social: Stars
 - Last trip at midnight
 - Register to Vote!
 - \$25 gift card raffle

10:30 AM

Session Adjourn

10:45 AM

Breakout Sessions

Collegiate and Graduate Track

- Accountability
- Presenter: Grand Vice Regent Chris Miller

Pledge Track

- Balancing Responsibilities
- Presenter: Grand Historian Saswat Kabisatpathy

11:45 AM

Breakout Sessions

Collegiate and Pledge Track

- Mental Health & Wellness for Pharmacy Students
- Presenter: Jordan Calloway, PsyD

Graduate Track

- Beyond the Pillbox: Creative Approaches to Managing Pain
- Presenter: Kristy Brittain, PharmD, BCPS, CDCES

12:45 PM

Lunch Break

2:00 PM

Robert's Rules Review

- Presenter: SEP Parliamentarian Morgan Alvah

2:45 PM

Coming Back from the Pandemic and Managing Effective Meetings

- Presenter: SEP Webmaster Tara McIntosh

3:30 PM

Leadership Styles

- Presenter: Marvin Smith

4:15 PM

Breakout Sessions

Brothers Track

- Succession Planning and Transitions
 - Presenters: SEP Satrap Liem Dang and SEP Vice Satrap Devi Surajbali
- Fundraising
 - Presenter: SEP Secretary Sabrina Desmond and SEP Treasurer Chris Donaldson
- Ritual
 - Presenters: SEP Chaplain Stefan Cevallos and SEP ANLE Sydney Magrath

Pledge Track

- Chapter Officer/Transition Training

-
- Presenter: Marvin Smith
-

5:00 PM

Chapter Sales

7:00 PM

Dinner Reception (Location:

Awards/Recognitions

- 10th Assembly Pins
 - Melissa Buchanan
 - Liem Dang
 - Allen Kang
 - Armando Mieres
 - Jerica Singleton
- Recognition Pins
 - Angeleki Zecopoulos
 - Savannah Young
- Chapter Awards
 - Industry Award – Delta Upsilon
 - Sobriety Award – Delta Upsilon, Delta Omega, Epsilon Mu
 - Fellowship Award – Zeta Gamma
 - High Ideals Award – Epsilon Eta
 - Chapter of the Year Award – Delta Upsilon

8:00 PM

Assembly Adjourned

Closing Ritual

Reported by Satrap Dr. Liem Dang

Appendix A

LEGISLATIVE PROPOSAL I

Ordinance 5 Section 5

Original Legislation:

Section 5. Any Chapter current with all monies and obligations that is unable to send a Delegate to the Province Assembly may confer its proxy on any Delegate of another Chapter represented at the Assembly by using the Official Province Delegate Proxy Form. The certificate of Proxy shall be signed by the Regent and Secretary of the Chapter-conferrer and shall be forwarded or presented to the Province Secretary and Treasurer at least thirty (30) days prior to the Assembly. Unverified submissions will not be accepted and will result in Chapter's forfeiture of proxy votes at the Assembly.

Proposed Change:

Section 5. Any Chapter current with all monies and obligations that is unable to send a Delegate to the Province Assembly may confer its proxy on any Delegate of another Chapter represented at the Assembly by using the Official Province Delegate Proxy

Form. The certificate of Proxy shall be signed by the Regent and Secretary of the Chapter-conferrer and shall be forwarded or presented to the Province Secretary and Treasurer before the opening of Assembly. Unverified submissions will not be accepted and will result in Chapter's forfeiture of proxy votes at the Assembly.

Rationale:

To be consistent with the deadline for delegate forms. Given these are now submitted online, there is no need to have the deadline 30 days ahead of Assembly.

Submitted By:

The Legislative Committee

The Legislative Committee recommends adoption

LEGISLATIVE PROPOSAL II

Ordinance 11 Section 2

Original Legislation:

Ordinance 11. PARLIAMENTARY PROCEDURE

Section 2. In the event that the Southeast Province is unable to meet due to an act of God that the executive committee determines to be a hazard to the safety of the Brothers of the Fraternity, the Province may hold its next scheduled Assembly digitally with all rules and regulations as stated in the "Digital Meeting Policy".

Proposed Change:

Remove entire section.

Rationale:

Digital meetings have been adopted into the constitution and the addition into our local ordinances is unneeded repetition.

Submitted By:

The Legislative Committee

The Legislative Committee recommends adoption

LEGISLATIVE PROPOSAL III

Ordinance 6 Section 3

Original Legislation:

Section 3.

Subsection 1. Nomination of Province Officers shall begin at least 90 days and close 45 days prior to the meeting date of the Spring Assembly. Election of Province Officers shall occur at the Spring Province Assembly.

Subsection 2. Any Chapter may nominate for any or all of the Province Officers from opening of of nominations. Only the Regent or Secretary may submit nominations on behalf of a Chapter. Nominations may only be submitted for candidates who have met the eligibility criteria defined later in this section.

Proposed Change:

Subsection 1. Nomination of Province Officers shall begin at least 90 days prior to the meeting date of the Spring Assembly. Election of Province Officers shall occur at the Spring Province Assembly.

Subsection 2. Any Chapter may nominate for any or all of the Province Officers from opening of nominations. Only the Regent or Secretary may submit nominations on behalf of a Chapter. Nominations may only be submitted for candidates who have met the

eligibility criteria defined later in this section. Such nominations must be submitted no later than 45 days prior to the meeting date of Spring Assembly.

Rationale: In the past, there has been debate on the floor of Assembly as to whether or not nominations are “closed” and need to be “reopened” if there is only 1 candidate for office. This change in wording removes the word “close” from the ordinances, while still requiring submissions to be submitted in advance. This aligns more closely to the elections for Officers of the Grand Council that occurs at GCC (see Constitution by-law 7 section 1 & 2)

Submitted By:

The Legislative Committee

The Legislative Committee recommends adoption

LEGISLATIVE PROPOSAL IV

Ordinance 6 Section 3

Original Legislation:

Section 3.

Subsection 3. The Satrap or Vice Satrap shall confirm receipt of the nomination within 2 business days of receiving the nomination. The Satrap or Vice Satrap shall notify each Member of the office for which nominated. The nominee shall have 3 business days to respond whether they accept or decline the nomination. If there is no response after 3 business days, the nomination is considered withdrawn. The nominee becomes a candidate for office only upon acceptance of nomination for that office.

Proposed Change:

Subsection 3. The Satrap or Vice Satrap shall confirm receipt of the nomination within 2 business days of receiving the nomination. The Satrap or Vice Satrap shall notify each Member of the office for which nominated. The nominee shall have 3 business days to respond whether they accept or decline the nomination. If there is no response after 3 business days, the nomination is considered withdrawn. The nominee becomes a candidate for office only upon acceptance of nomination for that office. Business days shall be defined as Monday through Friday, excluding weekends and US federal holidays.

Rationale: Business days are subject to the business at hand. Some companies include Saturdays, others do not. This addition allows for no debate as to what the deadlines are.

Submitted By:

The Legislative Committee

The Legislative Committee recommends adoption

Appendix B

Fall Assembly Resolutions Committee:

Chair: Sheridan Hogan

Members: Zach Usztok, Faith Lanuzo

Whereas, attendance at a Province Assembly furthers our bonds, and visiting Brothers come at the expense of their time and effort; be it resolved, that the Brothers of the Southeast Province thank the visiting Brothers for their fellowship and attendance to this Province Assembly.

The Committee recommends for adoption

Whereas, the venue of the Province Assembly is an integral part of making each Assembly experience special; be it resolved, that the Brothers of the Southeast Province thank the Hilton Garden Inn for hosting our order and allowing us to come together again.

The Committee recommends for adoption

Whereas, hosting a Province Assembly requires extensive planning, communication and participation; be it resolved, that the Brothers of the Southeast Province extend their gratitude to the Brothers of the Iota Chapter and the Brothers of Charleston Grad for making sure we have a wonderful time in Charleston.

The Committee recommends for adoption

