



Southeast Province Fall Assembly Minutes

Fort Lauderdale, Florida

Hosted by the Brothers of Delta Rho

Saturday, February 22nd, 2020

8:00 AM

Continuing Education (Location: Melnick Auditorium 2109)

- "Breathe Easier: Updates on Community Acquired Pneumonia Guidelines
- Presenter: Mark Nazareno, Pharm.D., PGY-1 Resident, Mayo Clinic Florida
- Approved for 1 hour of CE credit

8:00 AM

Professional Headshots Fundraiser (Location: Seminar 2123)

- Come get your professional headshot taken by our SEP Historian; great for CV's and job applications!

9:30 AM

General Session I

Call to Order
Opening Ritual
Invocation

- By Satrap Dr. Monica Tadros
- By Satrap Dr. Monica Tadros and Province Supervisor Dr. Wesley Miller
- By Chaplain Mr. Liem Dang
 - o Dear Lord, Thank you for bringing us together today so that we may deliberate on the future of our province. We thank the Delta Rho chapter for providing us with their space for this noble gathering, and thank you for providing safe travels for all of our visitors. May we continue to be guided by your wisdom in our affairs this Assembly. Amen.

9:33 AM

Roll Call ((Present (P); Absent (A))

Collegiate Chapters

- Iota – P
- Gamma Sigma – P
- Delta Iota – P
- Delta Rho – P
- Delta Upsilon – P
- Delta Omega – P
- Epsilon Eta – P
- Epsilon Mu – P
- Zeta Gamma – P
- Zeta Delta – P
- Zeta Phi – P

Graduate Chapters

- Charleston Grad – P
- Gainesville Grad – A
- Jacksonville Grad – P
- North Florida Grad – A
- Orlando Grad – P
- Savannah Grad – P
- Southeast Florida/Bahamas Grad – P
- Tampa Grad – P

Province Officers

- Satrap – Dr. Monica Tadros – P

- Vice Satrap – Dr. Naomi Pierre – P
- Secretary – Dr. Angeleke Vakiaros – P
- Treasurer – Dr. Mark Nazareno – A
- Historian – Mr. Adrian Morera – P
- Chaplain – Mr. Liem Dang – P
- Parliamentarian – Mr. Aaron Young – P
- Newsletter Editor – Dr. Kristin Hand – P
- Assistant Newsletter Editor – Mr. Daniel Shoun – P
- Webmaster – Dr. Alexander Branton – P
- Assistant Webmaster – Ms. Langeda Bontemps – P
- GCC Delegate – Dr. Shannon Usztok – P
- Alternate GCC Delegate – Mr. Andrew Wilks – P
- Immediate Past Satrap – Dr. Cesar Redaja Jr. – P

Supervisors

- Province Supervisor – Dr. Wesley Miller – P
- Assistant Province Supervisor – Dr. CJ Duru – A

International Officers

- Grand Regent – Dr. Christy Askew – A
- Grand Vice Regent – Dr. Jason Milton – A
- Grand Counselor – Dr. Melissa Buchanan – P
- Grand Historian – Dr. Chris Miller – P
- Grand Ritualist – Dr. Joe Nardolillo – A
- Graduate Member-At-Large – Dr. Saswat Kabisatpathy – P
- Collegiate Member-At-Large – Mr. Alex Maciejewski – A
- Immediate Past Grand Regent – Dr. Robert Mancini – A
- Executive Director – Mr. Johnny Porter – A

9:35 AM

Welcome

Host Chapter Welcome

Reported by: Delta Rho Assembly Planning Chair, Ms. Elizabeth Rinaldi, Delta Rho Assembly Planning Co-Chair, Sylvia Parra, and Delta Rho Regent Mr. Edward Valenz Welcome:

- o Thank you all for coming out to Fort Lauderdale and hope all your travels went smoothly. We are so excited to have everyone here. We have about 230 Brothers in attendance and about 20 visiting Brothers. Please be sure to reach out to any Delta Rho Brothers with any concerns
- Announcements:
 - o Dinner Reception:
 - Signature Grand, 6900 W. State Road 84, Davie, FL 33317
 - Attire: Cocktail
 - Transportation: On you own (distance from hotel: 3.1 miles)
 - Free valet parking
 - o Evening Social
 - NOTE: Pick Up/Drop off location will be at the NSU Art Museum

Welcoming of Brothers, Grand Officers, and Guests

- Visiting Brothers from:
 - o Arizona Graduate
 - o Atlanta Graduate
 - o Auburn Graduate
 - o Buffalo Graduate
 - o Charlotte Graduate
 - o Epsilon Phi
 - o Gamma Psi
 - o Houston Graduate

- o Louisiana Graduate
- o Pittsburg Graduate
- o Poconos Graduate
- o Seattle Graduate
- o Zeta Kappa
- o Zeta Rho

9:40 AM

Southeast Province Fall 2019 Assembly Minutes

Approval by Province

- Motion to accept Southeast Province Fall 2019 Assembly Minutes: SEP GCC Delegate Dr. Shannon Usztok
- Seconded by Southeast Florida/Bahamas Grad Dr. Ravi Bacchus
- Aye's have it

9:40 AM

2020 Spring Assembly Resolutions Committee

Spring 2020 Resolutions
Committee Introduction

- **Chair:**
 - o Dr. Zachary Usztok (Jacksonville Grad)
- **Members:**
 - o Mr. George Effat (Delta Iota)
 - o Ms. Parminder Kaur (Epsilon Mu)
 - o Ms. Stella Sadiku (Zeta Gamma)
 - o Ms. Narmeen Mandani (Zeta Phi)
 - o Ms. Donia Shehadeh (Zeta Phi)
- **But what is a resolution?**
 - o A resolution is a formally worded motion containing a preamble explaining the need for the motion and a recommended action for the assembly
 - o These are voted on by the assembly, thereby imparting the authority of the assembly should the motion pass
 - o Typically used here to thank various parties for their support of the event, however resolutions can be used to create directives for the organization
 - o If you want the Southeast Province to do or change something, an accepted resolution would bind the organization to that action
 - What can the SEP do to further or improve on the mission of Kappa Psi?
- **How to Format:**
 - o Preamble
 - "Whereas" followed by a comma
 - Clauses separated by semicolon followed immediately by "and"
 - Give reasoning for the need of the resolution
 - o Resolved Statements
 - "Be it resolved" followed by comma
 - Give specific action to be taken by the assembly
- Example from Spring 2019
 - o "Whereas, the dedication to service and leadership through vigilance allows the Province to flourish; and whereas the life blood of the Fraternity lies within its Committees; be it resolved, that the Brothers of the Southeast Province thank the Committee Chairs and members for their exceptional work and diligent efforts."
- How to send in Resolutions
 - o Access the following form throughout assembly
 - <https://forms.gle/HAN1kNxZZwonE7hm8>

-
- o Reach out to any member of the Resolutions Committee

9:47 AM

International Officer Reports

Grand Regent

Fraternity Operations and
Infrastructure Updates

Dr. Christy Askew – Reported by Province Supervisor Dr. Wesley Miller

- We are reviewing options to complete chapter administrative tasks more easily and assist in member education
- Kappa Psi is budgeting for decreased membership revenue in response to decreasing enrollment at many schools. Some changes in how our money is allocated may be seen in order to offset this decreased revenue and focus on expanded infrastructure to support our chapters

GCD Resources

- Documents and webinar education can be found on the website
- Make sure your GCDs know where to find this information
- <https://kappa-psi.com/gcd>

Public Relations and Brand
Awareness

- Promote your chapter by using your chapter name in communications.
- Submit stories from your chapter to the Public Relations Committee for broader distribution (publicrelations@kappapsi.org)

Leadership Symposium
2020

- Start planning now to send a Brother from each collegiate chapter
- July 30th – August 2nd in Oklahoma City at The Skirvin Hilton

Grand Vice Regent

60th Grand Council
Convention (GCC)

Dr. Jason Milton – Reported by Satrap Dr. Monica Tadros

- SAVE THE DATE: Jul. 18-23, 2021 in Phoenix, AZ at the Arizona Grand Resort & Spa
- THERE IS AN ON-SITE WATERPARK!
- Whataburger is only 8 minutes away
- Lots of good food and shopping close by
- Be on the lookout for an announcement of our theme and a design challenge for our GCC logo

Social Media Reminders

- Please be mindful of having alcohol in photographs posted to social media
- Do not use inappropriate language on public social media platforms that represent Kappa Psi
- Join our Facebook group (answer the questions and you'll be confirmed)

Grand Counselor

Ordinance Changes

Dr. Melissa Buchanan – Reported by Grand Counselor Dr. Melissa Buchanan

- Reminder: Please submit any ordinance changes within 7 days of chapter/province adoption to grandcounselor@kappapsi.org
 - o Make sure that the chapter/province is editing the most recently approved ordinances – province supervisors and the Grand Counselor may be contacted for the most recently approved document

Chapter Taxes

- Most chapters must file taxes by May 15. When you file your taxes, please inform the Grand Counselor and province supervisors if the most recent submission date does not display on either of these two websites: <https://apps.irs.gov/app/eos/> or <https://www.guidestar.org>. It is critical for all chapters to have filed taxes within the past three years to maintain tax exempt status. Chapters that are approaching the three year mark or have exceeded it will be contacted by the province supervisors and Grand Counselor – check chapter emails.

Policy Committee	The policy committee has reached out to each province to obtain province and chapter policy manuals. If you have not submitted yours yet, please email it to the province supervisors and to grandcounselor@kappapsi.org.
Grand Historian 2020 History Report	Dr. Chris Miller – Reported by Grand Historian Dr. Chris Miller 2020 History Report Forms by 5/31/2020 - Link included under the Brothers<Collegiate or Brothers<Graduate Tab on the website - Document History and points for Chapter Progress Report Form - Can only access Chapter History File with Chapter email address
Newsletter Submissions	- Can submit online on the website - Email copy to: grandhistorian@kappapsi.org to be added to Chapter History
Pledging and our history	- Use THE MASK archives to have pledges research your chapter history www.kappapsiarchives.org
Leaders and Legends	Clips of recordings will continue to be posted
(Upcoming) Virtual Museum	- Look through your Chapter/Province history. Submit pictures with a description to grandhistorian@kappapsi.org - Examples: historical composites/photos, documents, etc
Grand Ritualist Updates	Dr. Joe Nardolillo – Reported by Province Supervisor Dr. Wesley Miller - Updated Ritual Book submitted for print to include clearer instructions for Brothers and the new “Installation or Reactivation of a Collegiate Chapter” Ritual”. Be on the lookout for the ability to order new books - New working group created from all Province Chaplains to execute quarterly calls to discuss similar challenges and provide education. Local chapter-level chaplains will be included twice annually for educational purposes. First education webinar in February 2020 - Currently reviewing data from Chapter Progress Report Form “Use of the Ritual” section, to target areas of the Rituals that Brothers need the most help with. “History of the Ritual” to be completed along with Past Grand Ritualists and implemented into learning material for Chaplains and Ritualists. - Executive Committee will be recording a series of updated ritual videos at the Interim meeting this summer for Brothers to review - Working to lower costs of shipping regalia for Brothers through FedEx and Central Office
Graduate Member-At-Large Voluntary Graduate Dues	Dr. Saswat Kabisatpathy - Reported by GMAL Dr. Saswat Kabisatpathy - Can’t remember or want to be in the loop? - Sign Up for Text Alerts
Recent Grad Chapter Elections	- Update those Grad Chapter Rosters - Recommend Oct 15
Grad Chapter Referrals	- Moved to a new area and looking for Grads to connect with? - Fill out a Grad Chapter Referral Form

**Collegiate
Member-At-Large
Updates**

Dr. Alex Maciejewski – Reported by Satrap Dr. Monica Tadros

- The Collegiate Development Committee will be publishing various webinars this semester!
 - o Check out the Kappa Psi social media pages and website for updates regarding webinar postings
 - o Previous webinar resources: <https://kappa-psi.com/webinars?rq=webinars>
- Publications
 - o Please check out the Kappa Psi website regarding the new promotional materials for rushing/pledging
 - o Recruitment brochures can be obtained by emailing centraloffice@kappapsi.org
- Kappa Psi Online Store
 - o To purchase or add items to the online store check out the link: www.kappa-psi.com/store
 - o Remember to please check www.greeklicensing.com/products to ensure your vendor is approved!
- 2020 Leadership Symposium is coming up!
 - o July 30th to August 1st at Oklahoma City, Oklahoma
- Congratulations to all new officers who have been elected this Spring!
 - o Be sure to enroll new officers & GCDs at www.kappa-psi.com/texting
 - o Reminder 1 collegiate (Regent) and 1 GCD should be enrolled per chapter

**Immediate Past Grand
Regent
Reach Out & Read**

Dr. Robert Mancini – Reported by Province Supervisor Dr. Wesley Miller

- Reach Out & Read has rolled out a new online platform for donations
- They are celebrating their 30th year and have a goal to reach 5 million children with their 30 for 30 campaign, asking people to donate 30 dollars to cover 6 books
- Find your chapter and create a donation page
- <https://www.classy.org/campaign/kappa-psi-pharmaceutical-fraternity/c250984>
- Funds will automatically be tracked by individual, by chapter, by province and Fraternity wide

**Executive Director
Updates**

Mr. Johnny Porter – Reported by Satrap Dr. Monica Tadros

- Greetings Brothers, Hope you are beginning to enjoy the fruits of your fall rush. The election of new officers is just one of the things that is upcoming this spring. Other duties that will come up are the installation of new members, selection of a delegate for the Leadership symposium, attendance at Province meetings, planning to attend the APhA meeting in March and all the end of year celebrations. So-choose your officers well. They must be willing to serve as well as participate. Here are just a few reminders for the coming semester.
- Chapter Spring Dues that are not paid by March 15th will be charged a 2% penalty per month until the debt is paid. If not paid for 6 months the International Executive Committee may consider chapter suspension
- Be sure all M-Cards are completed as soon as possible. Each member should complete their own M-Card to avoid errors.
- Membership fees should also be paid as the M-Cards are completed. Each brother times \$45 is the amount you owe.
- As always, If you have any questions please call or e-mail us at the central Office

- What you can expect at the Symposium
 - Philanthropic group project
 - Educational sessions
 - Project management workshops
 - Brotherhood
- New for this Symposium, interested applicants will be asked to prepare a proposal for a project geared to benefit a student's **College, Philanthropy, or Community**.
 - This project will be workshopped during the Symposium with project mentors and peer groups
 - These peer groups will continue after the Symposium to provide support as you complete your project
- Agenda:
 - **Thursday**
 - (Late arrival) Welcome event
 - Group philanthropy
 - **Friday AM: *Leading Yourself***
 - Keynote address
 - Project peer group introduction
 - Lunch: *Legacy of Kappa Psi Leadership*
 - **Friday PM: *Leading an Initiative***
 - Project management
 - Project workshopping from peer group and mentor
 - Banquet dinner
 - **Saturday AM: *Leading Others***
 - Situational leadership
 - Peer group project next steps
 - Lunch send off
- Provided:
 - All meals during the Symposium
 - Hotel accommodations
 - Educational materials and sessions
 - Project management workshops
- Costs:
 - Travel to and from the Symposium
 - Registration cost of \$225
- Hotel information: The Skirvin Hilton Oklahoma City
 - Accommodations provided - Double occupancy
 - Downtown OKC
- Who Should Attend?
 - Each Chapter is encouraged to select an applicant to apply!
 - Some Chapters may be selected to send multiple participants if space allows
 - Applicants do NOT need to be officers in their Chapter
 - Applicants should have at least one full year remaining in their pharmacy program (third year pharmacy students in a four year program would be eligible)
- Application Available March 1, 2020 (Deadline May 1st)
 - Contact Leadership Symposium Co-Chairs:
 - Adam Gregg ATEGregg@gundersenhealth.org
 - Gregory Zumach Gregory.Zumach@oregonstate.edu

Satrap

Announcements

Dr. Monica Tadros

- Status of assigned charges – Complete
 - o Please see officer report in the Assembly Google Drive for more details
- Making the 5-year plan
 - o Confer with Advisory Committee
 - o Each EC Officer came up with 1,3,5-year goals for their position
 - o Compiled into a 5-year plan for the entire province

Year 1	Year 3	Year 5
Goal #1: Provide professional and personal growth opportunities for Brothers		
- Host position-specific and committee-specific webinars (at least one per SEP committee) - Encourage use of available National Chapter Officer manuals and create resources for SEP Chapters - Streamline Committees and their functions	- Chapter officer and Committee chair training - Establish professional development track series catered to different professional paths/interests	- Host annual wide-scale officer and Committee workshops - Be able to provide CE's at Assemblies that meet specific licensing requirements (e.g. Medication Errors, Controlled Substances)
Goal #2: Increase efficiency of Province work at the Executive Committee, Committee, and Chapter level		
- Develop standard processes for electronic form submissions and electronic voting - Create templates and guides for various officer roles and Fraternity functions including rituals, legislation, newsletter writing - Transition process of officers and chairs	- Make all forms (delegate, voting, etc.) electronic - Fine-tune templates and guides and encourage their wide-spread use - Improve Province website traffic and available functions - Utilize Province website as universal hub of information including store, required documents, and newsletters with the goal of improving website traffic - Standardize communication avenues and the flow of information from the bottom-up (Brothers to Chapter officers to Committees to Province officers)	- Achieve standardized processes for officer transitions at the Province and Chapter level - Establish a mobile-friendly SEP App - Establish database for material that Chapters can utilize for pledging, rush, Chapter meetings including documents and videos (pre-recorded webinars)
Goal #3: Achieve financial stability and independence to provide monetary support for Brothers		
- Create process for efficient transition between terms - Increase SEP scholarship amount to \$500 - Expand checking account maximum to \$6,000	- Establish annual Province fundraiser - Accumulate enough excess funds (\$1000) to invest in high interest savings account - Begin emergency fund of \$1,000	- Innovative fundraisers - Fund professional development events, workshops, and trainings (sponsoring Brothers to go to national conferences, mission trips, other pharmacy initiatives, etc.) - Increase SEP scholarship amount to \$1000 - Consistently provide full financial support for one collegiate member from each Chapter to attend the Grand Council Convention - Be able to obtain full set of regalia for Province use and be able to rent to Chapters
Goal #4: Promote the continuous growth of the Province as a whole		

- Educate on legislative structure, purpose, and how to write legislation - Establish process and schedule for Collegiate Chapter visitations - Have at least 2 Chapter officers from each Chapter attend the annual SEP leadership retreat - Perform at least 3 Province-led Chapter visitations	- Regularly incorporate legislative education into pledge programs and at the Chapter level - Have at least 5 officers from each Chapter attend the annual SEP leadership retreat - By 3 years, perform chapter visitations for all Chapters in the SEP at least once	- Perform yearly legislative reviews of all Chapter ordinances - Have 100% of Chapter executive boards attend the annual SEP leadership retreat - Have an established and regular rotation of Province-led Chapter visits
Goal #5: Foster a Province atmosphere that promotes Brotherhood for life		
Start family inclusion planning (child care) at major Province events such as Assemblies	- Regularly incorporate family inclusion activities including spouse programming at Province Assemblies - Increase the number of graduate Brothers attending Assemblies by 25%	- Incorporate specific programming for loved ones and children at all Province-wide events - Increase the number of graduate Brothers attending Assemblies by 50%
Goal #6: Increase visibility of Province at the national level		
- Have at least 1 Brother from every Chapter attend GCC - Increase following and engagement on social media platforms (Facebook, Instagram) by 10% - Regularly submit quality material the MASK	- Have at least 2 Brothers from every Chapter attend GCC - Showcase individual Brother and Province-wide accomplishments on Province website - Increase following and engagement on social media platforms (Facebook, Instagram) by 25% - Achieve local or national media recognition for events performed by SEP Chapters	- Have at least 5 Brothers from every Chapter attend GCC - Establish You-Tube channel for chapter videos, reports, advertisements, and professional webinars with quarterly reports of Province progress being released - Increase following and engagement on social media platforms (Facebook, Instagram) by 50%

Vice Satrap

Officer Charges Update

Dr. Naomi Pierre

- Defer to online Report

Committee Initiatives

- Committee Chair Bootcamp
 - Current Stage
 - Met with current term committee chairs and obtained feedback
 - Compiled information into training module
 - Resources archived within SEP Resources
 - Piloting
 - Information will be shared with the next vice-satrap
 - Goal is to pilot the training with the upcoming committee chairs and to gather further feedback
 - Future Goal
 - Provide programming as a resource for our SEP Chapters

Secretary

Officer Charges Update

Dr. Angeleke Vakiaros

- Review online Secretary Report for progress on charges

Announcements

- Graduate Chapters: Send your updated roster if you have not done so already
- Collegiate Chapters: Send your updates GCD information if you have not done so already (*if applicable*)

Treasurer

Officer Charges Update

Dr. Mark Nazareno

- Deferred to Finance Committee Report

Historian

Officer Charges Update

Mr. Adrian Morera

- See online Historian Reports for progress of charges

Profound Updates

- New and Notable: Established Archives for SEP Website
- New and Notable: Established Youtube
- New and Notable: Historian Guidelines
- Growth of Instagram □ Tripled following, increased outreach by 10 fold, increased engagement by 10x, and we are the most followed Province account in Kappa Psi
- MASK Showcase □ Increased frequency of representation for the Southeast Province
- Fixed Storage Issue for photos □ Google Photos Unlimited Storage for FREE
- Made 8 Chapter Visits through the Course of my term

Chaplain

Officer Charges Update

Mr. Liem Dang

- See online Chaplain Report for progress on charges

Notable Updates

- Attended 4 out of 8 Chapter initiations during the term
- Reviewed newest edition of the Ritual manual for Brother Grand Ritualist
- Performed one-on-one Ritual prep with all but one Chapter for initiation
- Completed Province Chaplain manual
- Uploaded and updated Ritual Education slides into the Province Chaplain folder

Parliamentarian

Officer Charges Update

Mr. Aaron Young

- Deferred to Legislative Committee Report

Newsletter Editors

Officer Charges Update

Dr. Kristin Hand & Mr. Daniel Shoun

- Deferred to Publication's Committee Report

Webmasters Report

Notable Updates

Dr. Alex Branton & Ms. Langeda Bontemps

- Brother Spotlight (Spring 2020)
 - <https://www.kappapsi-sep.org/highlights>
- SEP Chapter Website Spotlight (2019 - 2020)
 - Delta Iota - <https://kappapsideltaiota.wixsite.com/deltaiota1975>
 - Delta Rho - <https://kydeltarho.com/>
 - Gamma Sigma - <https://www.kappapsi-gammasigma.org/>
 - Epsilon Mu - <https://www.kappapsiepsilonmu.com/>
 - Zeta Gamma - <https://kyzetagamma.wixsite.com/kyzg>
 - Zeta Delta - <https://zetadeltakappapsi.weebly.com/>

GCC Delegates Report

Officer Charges Update

Dr. Shannon Usztok & Mr. Andrew Wilks

- Deferred to GCC Planning Committee Report

Immediate Past Satrap Report

Officer Charges Update

Dr. Cesar Redaja Jr.

Deferred to Advisory Committee Report

Advisory Committee

Announcement

Dr. Cesar Redaja Jr.

- SEP Scholarship
- Defer to Online Report

Auditing Committee

Members

Dr. Amber Cox

- Graduate Advisor: Trinity Williams
- Immediate Past Chair: Hanna Christopher
- Young Beak
- Alexis Garza
- Andrew Cotterill
- Brandon Del Carpio

Committee Charges

Update

- Audit any individual or group who possess SEP fund or property
 - o (June 2019) Perform an audit of annual leadership retreat (all invoices, receipts, and any other monetary expenses) and provide to the SEP within 30 day after the end of retreat planning
 - o (Fall Assembly) Perform an audit of all hosting chapter's reports (all invoices, bank statement, and other monetary expanses) for respective Assembly and provide to the SEP within 30 days after the end of Assembly planning
 - o (Fall Assembly) Perform an audit of the treasurer's bi-annual report to the SEP
- Audit any individual or group who possess SEP fund or property
 - o (August 2019) Perform an audit graduate retreat (all invoices, receipts, and any other monetary expenses) and provide to the SEP within 30 day after the end of retreat planning
 - o (Spring Assembly) Perform an audit of all hosting chapter's reports (all invoices, bank statement, and other monetary expanses) for respective Assembly and provide to the SEP within 30 days after the end of Assembly planning
 - o (Spring Assembly) Perform an audit of the treasurer's bi-annual report to the SEP

Checking Account				
Date	Description	Credit	Debit	Balance
	Sept 2019 to End of Term			\$9,484.62
9/3/2019	GCC Foundation Donation		-\$4,000.00	\$5,484.62
9/14/2019	GCC Reimbursements (Andrew Wilks)		-\$325.00	\$5,159.62
9/14/2019	GCC Reimbursements (Josh Lager)		-\$162.00	\$4,997.62
9/14/2019	GCC Reimbursements (Brittany Ring)		-\$162.00	Pending
9/14/2019	GCC Reimbursements (Stefan Weekes)		-\$162.00	\$4,835.62
9/14/2019	GCC Reimbursements Adrian Morera		-\$81.00	\$4,754.62
9/14/2019	GCC Reimbursements Carla Hernandez		-\$162.00	\$4,592.62
9/14/2019	GCC Reimbursements Matthew Doenges		-\$162.00	\$4,430.62
9/14/2019	GCC Reimbursements Cristi Utset		-\$81.00	\$4,349.62
9/14/2019	GCC Reimbursements Marjorie Diaz		-\$162.00	\$4,187.62
9/14/2019	GCC Reimbursements Shannon Usztok		-\$400.00	\$3,787.62
9/14/2019	GCC Reimbursements Jennifer Roshong		-\$162.00	\$3,625.62
9/14/2019	SEP Website Upgrade		-\$122.85	\$3,502.77
9/21/2019	North Florida Grad SEP Dues	\$110.61		\$3,613.38
9/21/2019	Bahamas Donations	\$48.00		\$3,661.38
9/21/2019	Fall Assembly Fundraising Sales	\$660.00		\$4,321.38
10/2/2019	Suntrust Checks		-35.95	\$4,285.43
12/18/2019	Bahamas Donations	\$6,030.14		\$10,315.57
12/23/2019	Recognition Pins		-60.00	\$10,255.57
12/27/2019	Bahamas Shipping Reimbursement Alex Garmaza		-116.00	\$10,139.57

Checking Account				
1/6/2020	Spring Assembly Registration: Richie Waithe		-100.00	\$10,039.57
1/6/2020	Spring Assembly Registration: Richie Waithe (wife)		-100.00	\$9,939.57
1/8/2020	Bahamas Donations	\$645.41		\$10,584.98
1/13/2020	Assembly Anniversary Pins		-281.41	\$10,303.57
	Wire Transfer to BOA for Bahamas funds (Marvin)		-6,559.55	Pending
	Spring 2020 Due (Deposit 1)	\$1,998.39		Pending
				\$5,742.41

Money Market				
	Description	Balance		
Sept 1st	No transactions	\$1,001.22		
August 31st	gained \$0.01 each month (6)	\$1,001.28		

Summary				
	Beginning Checking Balance	\$9,484.62		
	Credits from March to August 2019	\$9,492.55		
	Debits from March to August 2019	-\$13,396.76		
	Money Market Account Balance	\$1,001.28		
	Total	\$6,581.69		

- o Updating ledger on regular basis (at least monthly)
- Submit a bi-annual treasurer report to the Auditing Committee (Completed)
 - o 1st audit: 9/1/2019 (Completed)
 - o 2nd audit: 2/1/2020 (Completed)
- Prepare invoices and collect dues from all chapters (Completed)
 - o Sent invoices: January 2020
- Serve as a liaison between Central Office and all chapters to ensure all debts are paid (Completed)
 - o Ensured Chapters were in good standing prior to Spring Assembly
- Implement the SEP budget policy (Completed)
 - o Created annual budget and continuing to work with EC to implement budget policy
- Serve as Chair of the Finance Committee (Completed)
 - o Defer to finance committee report
- Oversee all aspects of the development and execution of SEP Fundraisers with the assistance of the Financial Committee (Completed)
 - o Defer to finance committee report
- Oversee the SEP Square Store (Completed)
 - o Updated inventory in Square Store
 - o Promoting Square store in Insert and SEP website

Province Financial Status

Description	Type	Credit	Deductions	Balance
GCC Reimbursements Cristi Utset	Check 116		\$81.00	\$4,349.62
GCC Reimbursements Marjorie Diaz	Check 117		\$162.00	\$4,187.62
GCC Reimbursements Shannon Usztok	Check 110		\$400.00	\$3,787.62
GCC Reimbursements Jennifer Roshong	Check 118		\$162.00	\$3,625.62
SEP Website Upgrade	Check 119		\$122.85	\$3,502.77
North Florida Grad SEP Dues	Check	\$110.61		\$3,613.38
Bahamas Donations	Cash	\$48.00		\$3,661.38
Fall Assembly Fundraising Sales	Cash	\$660.00		\$4,321.38
Suntrust Checks	Debit		\$35.95	\$4,285.43
Bahamas Donations	PayPal	\$6,030.14		\$10,315.57
Recognition Pins	Debit		\$60.00	\$10,255.57
Bahamas Shipping Reimbursement Alex Garza	Check 124		\$116.00	\$10,139.57
Spring Assembly Registration: Richie Waithe	Debit		\$100.00	\$10,039.57
Spring Assembly Registration: Richie Waithe (wife)	Debit		\$100.00	\$9,939.57
Bahamas Donations	PayPal	\$645.41		\$10,584.98
Assembly Anniversary Pins	Debit		\$281.41	\$10,303.57
Wire Transfer to BOA for Bahamas funds (Marvin)	Debit		\$6,559.55	\$3,744.02
Spring 2020 Due (Deposit 1)	PayPal	\$1,998.39		\$5,742.41

- Starting term balance: \$3, 794.28
- Net gains: \$6,623.13
- Net losses: \$5, 224.17
- Margin: +\$1,398.96

Longitudinal Initiatives

- Revise annual budget
- Transition process and document
- Fundraising idea pool
- Save enough money to invest into Province Chapters
- Save enough money to invest in a large-scale fundraiser

SEP Fundraisers

- Check out our table for some new shirts!
 - o Sleek Miami Vice design
 - o Grey or White
 - o S-XL sizes available!
- Professional headshots!
 - o Only \$10 per photoshoot

- Raffle!
 - Only 5\$ per ticket
 - Cost of Spring Assembly registration reimbursed!

Finance Committee
Members

- Chair: Mark Nazareno
- Graduate Advisor: Theora Canonica
- Immediate Past Chair: Claire Watkins
- Angelica Berni
- Vittorio Paradiso
- Tracy Tolf
- Minh Nguyen
- Daniel Russo
- Sylvia Parra
- Carla Hernandez

Committee Charges
Update

- Develop a budget for the 2019-2020 year to be provided to the SEP (Completed)
 - Completed early in term and revised in August
- Determine and allocate funds, as needed, to each SEP committee after approval from the SEP Executive Committee (Completed)
- Develop and coordinate fundraising efforts for the SEP Executive Committee (Completed)
- Conduct a Province-wide webinar on finance/budget development (In Progress)
 - March 2020 (How to be Financially Sound-Review on budgets and fundraising)
- Assist chapters with filing their taxes and ensure that each chapter is up to date with dues prior to Assembly (Completed)
 - Reviewed below and contacted chapters
- Review financial status of each chapter and provide direct guidance to chapters that may need assistance (Completed)
 - Reviewed and contacted chapters
- Assist the Province Treasurer with overseeing the Kappa Psi Square Store (Completed)
 - Discussed in Treasurer Report

Leadership Development
Committee

Mr. Stefan Weekes

Committee Members

- Chair: Stefan Weekes
- Graduate Advisor: Angeleke Vakiaros
- Immediate Past Chair: Jennifer Ryder
- Marvin Smith
- Saswat Kabisatpathy
- Ravi Bacchus
- David Cook
- Han Le
- Langeda Bontemps
- Andres Bermudez
- Joshua Lager
- Nicholas Smith
- Matthew Ferraro

Completed Charges

- **Completed all Committee Charges:**
 - Plan workshops at Fall assembly

- o Plan and execute the annual Leadership Retreat
- o Conduct leader development webinars for Brothers of the SEP
- o Develop SEP Chapter leaders through Chapter officer training workshops/webinars/material
- o Research, suggest, and secure keynote speakers for Assemblies when applicable

Other Projects

- Assist in pre-planning for the 2020 Leadership Retreat
 - o Scouted potential hotels and perform price comparisons
 - o Identified potential venues for retreat workshops and social
 - o More information to come

Legislative Committee

Committee Charges
Update

Mr. Aaron Young

- Defer to Legislative Proposals and Online Report
- Whose Floor Is It Anyway? Workshop
- Legislation YouTube video

Political Action Committee

Committee Charges
Update

Mr. Ben Ferris

- Develop and execute a campaign for any brother of the SEP running for national office -- COMPLETED
- Elicit SEP involvement for any political or legislative issues affecting the profession of pharmacy -- COMPLETED
- Continue to promote and industry week across the SEP – COMPLETED
- Collaborate with the Graduate and GCD Development Committee to increase Graduate presence and involvement in pharmacy related political and legislative matters – COMPLETED
- Present any pharmacy-related political or legislative issues via webinar, workshop, or at assembly – COMPLETED
 - o Held hot topics in Pharmacy webinar
 - o Thank you Dr. Wynn and Dr. Marcelin

Philanthropy Committee

Members

Ms. Liz Rinaldi

- Kristin Hand (IPC)
- Liony Arzu
- Danellys Borroto
- Bailey Brogdon
- Matthew Doenges
- Aysia Johnson
- Kathy Mansur
- Cyrene Molineros
- Matilda Nchifor
- Devi Surajbali
- Sebastian Saldarriaga

Charges

- Encourage Chapters to participate in the National Philanthropic Project
- Coordinate a philanthropy event to be held at each SEP Assembly
- Continue to promote a philanthropy week across the SEP
- Develop methods for the Brothers of the SEP to participate in Province-wide philanthropy endeavors
- Ensure that all Chapter's Philanthropy Chairs continuously update the Province calendar with their respective Chapter's events

Goals of the Committee	• Create a philanthropy SEP identity – consistency between years - o Elevate SEP through their philanthropy involvement • Long term: - o “Philanthropy Weekend” - o Global Health/Medical Missions’ Trip - o All collegiate and respective graduate chapters are to complete a joint philanthropy before Spring Assembly
National Philanthropy	• Kappa Psi Pharmaceutical Fraternity, Inc. is a national partner of Reach Out and Read • How can Brothers continue to participate? - o Physical book donations ▪ Chapters are incorporating ROR into their semester philanthropy events - o New web-based donation platform for convenient fundraising and donations ▪ Chapter pages and individual Brother pages
Spring Assembly Philanthropy	• Cards for Hospitalized Kids - o Assembly Lunch - o Internationally recognized charitable organization that spreads hope, joy & magic to hospitalized kids across America through uplifting, handmade cards • Beach Clean-Up - o Fort Lauderdale Beach Park - o Sunday, February 23, 2020 at 9 AM
Upcoming	• Spring Philanthropy Week: February 17-20, 2020 - o The National Alliance on Mental Illness - o Week-long effort to create awareness as advocates, provide financial support to the cause and do our part to reduce the stigma ▪ Monday: Education and Awareness ▪ Tuesday: Social Media Fundraiser ▪ Wednesday: Individual Chapter Fundraiser ▪ Thursday: Social Media Recap
Collegiate Development Committee Members	Dr. Jennifer Vazquez Perez & Ms. Nikki Silva • Christopher Winslow • Matthew Ruland • Hong Nguyen • Natisha Powell-Register • Amanda Al-Bahou • Liem Dang • Andrea Briscoe • Maggie Vricos • Ariana Rupan • Nickhil Patel
Announcements/Charges	• Connect with Chapter Regents to assess their needs - o Completed

- Coordinate Chapter visits
 - **Completed**
- Develop & update SEP development presentations
 - **Completed**
- Create/update pledge programming for Assembly
 - **Completed**
- Host Chapter development seminar (PRN)
 - Not needed this year
- Provide webinar to assist with National & Chapter progress report forms
 - Not requested this year

Chapter Visits

- Completed 2019 – Organized by Brother Marvin
 - Zeta Phi
 - Delta Rho
- Completed 2019-2020 – Organized by the Committee
 - Gamma Sigma
 - Zeta Gamma
 - Delta Omega

Graduate/GCD Development Committee Committee Charges Update

Dr. Jacqueline Nguyen

- Assist graduating Brothers with transitioning into Graduate Chapters
 - ONGOING
- Encourage Graduate Chapter utilization of the Graduate Chapter manual
 - ONGOING
- Develop materials to assist the Graduate Chapters in completing and submitting form for national awards and the Graduate Chapter of the Year Form to Central Office
 - INCOMPLETE
- Collaborate with the Political Action Committee to increase Graduate presence and involvement with pharmacy-related political and legislative matters
 - INCOMPLETE
- Develop and present a GCD workshop or webinar
 - COMPLETE
- Plan a forum at Assemblies for SEP GCDs as well as maintain an online platform for SEP GCDs to communicate and exchange ideas throughout the year
 - COMPLETE

Publications Committee Charges

Dr. Kristin Hand & Mr. Daniel Shoun

- Create a tri-annual SEP newsletter in conjunction with Assistant Newsletter Editor
- Encourage all chapters to create a newsletter each semester and assist in developing one if needed
- Educate and assist chapters of the SEP on how to update the Grand Historian Online Newsletter records
- Educate chapters of the publications of Kappa Psi and where these resources can be found
- Assist the Webmaster/Assistant Webmaster with encouraging the use of social medial platforms

Risk Management Committee

Mr. Jake Chulla

Things that went well

- The new implementation of google folders for committees made it easy and smooth to navigate through!
- The creation and utilization of these new folders will allow future chairs the ability to look back and improve on anything that has been done before
- The new website is now easier than ever to ask RM questions or report an event if needed, and one can do it anonymously!

Charges

- Develop a Risk Management presentation to be given at Assembly
 - **Completed 09/14/2019**
 - **Brother Minh gave this presentation at the Fall Assembly 2019**
- Coordinate with Chapters in the SEP to ensure compliance with National Risk Management policies
 - ****in progress indefinitely****
- Review and encourage SEP Chapter use of all the risk management documents and forms available on the official Kappa Psi website
 - **Completed 07/29/2019**
 - **Posted on Facebook KY Southeast Province page describing how to navigate through the Kappa Psi website to our Risk Management page and access various documents.**
- Collaborate with the hosting Chapter to mitigate all risks and enforce the Fraternity's Risk Management policy at all Assemblies and Province-related events
 - **Completed for Fall and Spring Assembly**
- Assist the SEP Historian, Newsletter Editor, Assistant Newsletter Editor, Webmaster, and Assistant Webmaster with maintaining compliance with the picture policy in international publications, Province newsletters, the SEP website, and any social media platforms
 - ****in progress indefinitely****

GCC Planning Committee

Dr. Shannon Uzstok & Mr. Andrew Wilks

Updates

- Start planning for 60th GCC NOW!!!
- Next GCC: July 18-23, 2021 in Phoenix, AZ at the Arizona Grand Resort & Spa
- Defer to online report

Charges

- Attend all Province Assembly meetings & Grand Council Convention (GCC) - **COMPLETE**
- Act as Chairman for the Province Caucus at the GCC - **COMPLETE**
- Increase/promote SEP attendance to GCC - **COMPLETE**
- Work with SEP Treasurer and Finance Committee to develop fundraisers for GCC reimbursement - **COMPLETE**
- Interview international officer candidates to provide guidance and information to SEP Chapter - **COMPLETE**
- Serve as Chair of the GCC Planning Committee - **COMPLETE**
- Communicate information regarding the Grand Council Convention (GCC) to the SEP - **COMPLETE**
- Coordinate with the international officers in planning GCC when appropriate - **COMPLETE**
- Coordinate with GCC Delegates to create a list of all SEP Brothers attending GCC - **COMPLETE**
- Collaborate with the philanthropy and finance committee to develop an SEP GCC fundraiser - **COMPLETE**
- Collaborate with the Political Action Committee to develop and execute a campaign for any Brother of the SEP running for national office - **COMPLETE**

Province Supervisors

Who am I?

Dr. Wesley Miller & Dr. CJ Duru – Reported by Dr. Wesley Miller

- Initiated in 2008 to Gamma Iota chapter at SUNY at Buffalo, New York
- Former Satrap
- Currently the Vice Regent of NY Grad
- The grads in the room have had to listen to me drone on for the past 5 years as SEP Supervisor

Pull out your Phones!!

- Go to Kappa-Psi.com
- Open the menu in the top left and select “Brothers”
- Scroll down to “Due dates”
- Take a screenshot, download it onto a desktop, Write notes to yourself on paper, whatever you gotta do because all your deadlines are neatly listed here in chronological order

2020 Spring Packet

- To be Due February 15th (Yes... its past due!)
 - Chapter Rosters (Make sure list is correct! Will cost you money!)
 - Dues (Invoice sent to GCD, chapter email)
 - Chapter Officer List
- Mask Articles
 - March 1st
 - mask@kappapsi.org
- If Pledging in the Spring:
 - M-Cards for new Brothers
 - \$45 per initiate
 - Provide Copy of Constitution and local ordinances
- Central Office has newly printed ritual books
- Collegiate Chapter of the Year
 - Early Deadline: April 15 (100 bonus points!!)
 - Final Deadline: May 15
- Graduate Chapter of the Year
 - Deadline: June 1st

Awards

- Check website for a list of chapter and brother awards
 - e.g. Grand Regent’s Letter of Recognition
 - Order of the Silver , Golden and Platinum Mortar Award
- Create Chapter/Province awards to recognize brothers
- Foundation Scholarships – Due June 1st

Graduate Information

- Grad Brother voluntary Dues
 - Regular: \$50
 - Silver: \$99
 - Gold: \$250
 - Platinum: \$500
- Donations to the Foundation can be made online
 - Donations are Tax deductible

New Policy Update from
the Grand Counselor

- The Chapter Dormancy policy has been revised to say the following:

- After two consecutive years of not filing a 990 or 990-EZ form with the Internal Revenue Service, a chapter shall be placed on probation for one year. If a chapter fails to file taxes after three years and is placed on the auto-revocation list, the Executive Committee shall review to suspend the chapter.
- What does this mean?
- Per the Internal Revenue Service, the responsibilities of a Central Organization are as follows:
 - o Ensuring that its current subordinates continue to qualify to be exempt
 - o Verifying that any new subordinates are exempt
 - o Updating the IRS annually of new subordinates, subordinates no longer to be included, and subordinates that have changed names or addresses.
- Consequences of not filing taxes include loss of tax-exempt status for the Central Organization, payment of taxes on income, and potential legal action from the Internal Revenue Service.
- Grand Counselor Buchanan and I will be approaching those who are affected by this
- If a chapter is not represented here today, letters will be sent to the chapter
- If your chapter EIN has been revoked, DON'T PANIC (yet)
 - o You have until January 1st, 2021 before being considered for suspension/revocation
 - o If you are unsure about your status, please don't hesitate to ask one of us

Contact Information

- Dr. Wesley Miller
 - o Cell (516) 521-6186
 - o Email: KYStraightUp@gmail.com

11:45 AM Electronic Voting Test – Secretary Dr. Angeleke Vakiaros

11:45 AM Quick Announcement – Dr. Christopher Winslow

- SEP Development Session
- Coming up in General Session II
 - For collegiates
 - o Development session facilitated by Grad bros
 - o Prompts to think about
 - Decrease in rush/pledging numbers
 - Brother engagement/burnout
 - For grads/visiting Brothers
 - o Panel session with IEC members present

12:00 PM Lunch & Chapter Sales

- Activities
- Lunch (Location: HPD Cafeteria)
 - Cards 4 Hospitalized Kids Philanthropy (Location: HPD Cafeteria)
 - Chapter Sales (Location: HPD Cafeteria)
 - Professional Headshots Fundraiser (Location: Seminar 2123)
 - Southeast Province Committee Fair (Location: Melnick Auditorium 2109)
 - o Come meet the Southeast Province Committee Chairs to learn more about each committee

1:30 PM General Session II

1:38 PM

Roll Call ((Present (P); Absent (A))

Collegiate Chapters

- Iota – P
- Gamma Sigma – P
- Delta Iota – P
- Delta Rho – P
- Delta Upsilon – P
- Delta Omega – P
- Epsilon Eta – P
- Epsilon Mu – P
- Zeta Gamma – P
- Zeta Delta – P
- Zeta Phi – P

Graduate Chapters

- Charleston Grad – P
- Gainesville Grad – A
- Jacksonville Grad – P
- North Florida Grad – A
- Orlando Grad – P
- Savannah Grad – P
- Southeast Florida/Bahamas Grad – P
- Tampa Grad – P

Province Officers

- Satrap – Dr. Monica Tadros – P
- Vice Satrap – Dr. Naomi Pierre – P
- Secretary – Dr. Angeleke Vakiaros – P
- Treasurer – Dr. Mark Nazareno – P
- Historian – Mr. Adrian Morera – P
- Chaplain – Mr. Liem Dang – P
- Parliamentarian – Mr. Aaron Young – P
- Newsletter Editor – Dr. Kristin Hand – P
- Assistant Newsletter Editor – Mr. Daniel Shoun – P
- Webmaster – Dr. Alexander Branton – P
- Assistant Webmaster – Ms. Langeda Bontemps – P
- GCC Delegate – Dr. Shannon Usztok – P
- Alternate GCC Delegate – Mr. Andrew Wilks – P
- Immediate Past Satrap – Dr. Cesar Redaja Jr. – P

Supervisors

- Province Supervisor – Dr. Wesley Miller – P
- Assistant Province Supervisor – Dr. CJ Duru – A

International Officers

- Grand Regent – Dr. Christy Askew – A
- Grand Vice Regent – Dr. Jason Milton – A
- Grand Counselor – Dr. Melissa Buchanan – P
- Grand Historian – Dr. Chris Miller – P
- Grand Ritualist – Dr. Joe Nardolillo – A
- Graduate Member-At-Large – Dr. Saswat Kabisatpathy – P
- Collegiate Member-At-Large – Mr. Alex Maciejewski – A
- Immediate Past Grand Regent – Dr. Robert Mancini – A
- Executive Director – Mr. Johnny Porter – A

1:40 PM

General Session II

Old Business

- Southeast Province Year Recap Video

New Business

- Fall 2020 Assembly Reveal: **Link:** <https://vimeo.com/391681612>
- Leadership Retreat 2020 – Dr. Ravi Bacchus & Dr. Dave Cook
 - 5th Annual Southeast Province Leadership Retreat
 - When / Where:
 - June 5th – 7th
 - Gainesville, FL
 - Accommodations:
 - Wyndham Garden Gainesville
 - \$104/night (Standard King or Double Queen Rooms)
 - Includes Parking, Breakfast, and Wi-Fi
- Chapter Spotlight Website Reveal

1:43 PM

Legislative Proposals (See Appendix A)

- Proposal 1.
Amendment to Ordinance
3, Section 2 – Defining
“Good Standing”
- Legislative Committee recommends for adoption
 - Discussion:
 - Orlando Grad (Dr. Timmy Do):
 - Open discussion regarding what good standing technically means and needing to define
 - Parliamentarian (Mr. Aaron Young):
 - Clarified “good standing” in regards to the definition from Central Office and from discussion at previous Fall Assembly
 - “Good standing” is already in existing language and defined as failure to pay Province dues. Therefore this puts the Brother not in good standing.
 - Orlando Grad (Dr. Timmy Do):
 - If I am paid to Central Office and not to the Province, I would still be in good standing based on the proposed change in legislation.
 - Savannah Grad (Dr. Amanda Winslow):
 - Point of clarification, the Brother would be in good standing if they paid their dues and not fees.
 - Delta Iota (Mr. George Effat)
 - If the Brother does not pay either, the Brother would be in arrears.
 - Jacksonville Grad (Dr. Zachary Usztok)
 - Motion to amend proposed amendment to the following: Section 2. Any Chapter failing to pay its dues or fees **to either the Province or Central Office** by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, and late charges are paid in full.
 - Second by GCC Delegate Dr. Shannon Usztok
 - Discussion:
 - Epsilon Eta (Mr. Matt Haas) – Motion to close discussion
 - Second by Jacksonville Grad (Dr. Zachary Usztok)
 - Vote to approve amendment
 - Aye’s have it
 - Dr. Samantha Schmidt – Point of Clarification
 - Are there any Chapters in arrears?
 - Dr. Leah Marcelin – Point of Clarification
 - Are there any Chapters on a payment plan with Central Office?
 - Epsilon Eta (Mr. Matt Haas)

- Motion to amend proposed amendment to the following: Section 2. Any Chapter failing to pay its dues or fees **to either the Province or Central Office** by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, and late charges are paid in full, **or a payment plan is established.**
- Second by Iota (Mr. TJ Parkman)
- Discussion:
 - Parliamentarian (Mr. Aaron Young) – Motion to close discussion
 - Second by Savannah Grad (Dr. Amanda Winslow)
- Vote to approve amendment
 - Aye's have it
- o Delta Iota (Mr. George Effat) – Point of Information
 - How are we going to ensure there is proof of documentation?
- o Charleston Grad (Dr. Dave Cook) – Point of Information
 - Are late charges not considered fee? Therefore, is it necessary for the redundancy?
 - Motion to amend and/or strike from the current proposed amendment to the following: Section 2. Any Chapter failing to pay its dues or fees **to either the Province or Central Office** by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, ~~and late charges~~ are paid in full, **or a payment plan is established.**
 - Second by Delta Iota (Mr. George Effat)
 - Discussion:
 - Epsilon Eta (Mr. Matt Haas) – Motion to close discussion
 - Second by Savannah Grad (Dr. Amanda Winslow)
 - Vote to approve amendment
 - Aye's have it
- Motion to close discussion by Jacksonville Grad (Dr. Zachary Usztok)
 - o Second by Immediate Past Satrap Dr. Cesar Redaja Jr.
 - Aye's have it
 - Discussion closed
- Vote to approve legislation
 - o Aye's have it
- Legislation Passes

2:05 PM

Southeast Province Spring 2020 Elections

- | | |
|-------------|--|
| Satrap | <ul style="list-style-type: none"> • Contestants Speech: Dr. Ravi Bacchus (Southeast Florida and Bahamas Grad), Mr. Adrian Morera (Delta Upsilon), Dr. Angeleke Vakiaros (Tampa Grad), Mr. Aaron Young (Iota) • Vote Results: No clear majority. Contestants with least votes stricken from the ballot. • Revote: Dr. Ravi Bacchus |
| Vice Satrap | <ul style="list-style-type: none"> • Contestants Speech: Mr. Liem Dang (Epsilon Mu), Mr. Aaron Young (Iota) • Vote Results: Mr. Aaron Young (Iota) |

Secretary	• Contestants Speech: Mr. Adrian Morera (Delta Upsilon), Dr. Jennifer Vazquez Perez (Tampa Grad) • Vote Results: Dr. Jennifer Vazquez Perez (Tampa Grad)
Treasurer	• Contestant Speech: Mr. Liem Dang (Epsilon Mu) • Motion to close nominations - o Motion seconded and carries • Motion to vote by acclamation - o Motion seconded and carries • Election Result: Mr. Liem Dang (Epsilon Mu)
Historian	• Floor Nomination: Dr. Christine Heng (Tampa Grad) • Motion to close nominations - o Motion seconded and carries • Motion to vote by acclamation - o Motion seconded and carries • Election Result: Dr. Christine Heng (Tampa Grad)
Chaplain	• Contestants Speech: Mr. Carson Jowers (Iota), Ms. Devi Surajbali (Epsilon Mu), Mr. Stefan Weekes (Zeta Delta) • Vote Results: Mr. Stefan Weekes (Zeta Delta)
Parliamentarian	• Contestant Speech: Dr. Michael Carulli (Orlando Grad) • Motion to close nominations - o Motion seconded and carries • Motion to vote by acclamation - o Motion seconded and carries • Election Result: Dr. Michael Carulli (Orlando Grad)
Newsletter Editor	• Floor Nomination: Dr. Jacqueline Nguyen (Orlando Grad), Ms. Elizabeth Rinaldi (Delta Rho) • Contestants Speech: Dr. Jacqueline Nguyen (Orlando Grad), Ms. Elizabeth Rinaldi (Delta Rho) • Vote Results: Ms. Elizabeth Rinaldi (Delta Rho)
Assistant Newsletter Editor	• Floor Nomination: Mr. Carson Jowers (Iota) • Contestants Speech: Mr. Reginald Leandre (Epsilon Mu), Mr. Carson Jowers (Iota) • Vote Results: Mr. Reginald Leandre (Epsilon Mu)
Webmaster	• Contestant Speech: Ms. Langeda Bontemps (Epsilon Eta), Mr. Andrew Wilks (Gamma Sigma) - o Mr. Andrew Wilks withdrew from webmaster candidacy • Motion to close nominations - o Motion seconded and carries • Motion to vote by acclamation - o Motion seconded and carries • Election Result: Ms. Langeda Bontemps (Epsilon Eta)
Assistant Webmaster	• Ms. Amara Yunus (Epsilon Mu) – nomination annulled with two Epsilon Mu contestants • Floor Nominations: Mr. Thomas Rocco (Zeta Delta), Mr. Andrew Wilks (Gamma Sigma)

- Contestants Speech: Mr. Thomas Rocco (Zeta Delta), Mr. Andrew Wilks (Gamma Sigma)
- Vote Results: **Mr. Andrew Wilks (Gamma Sigma)**

4:20 PM

Southeast Province Development Session

- | | |
|-----------------------|--|
| Simultaneous Sessions | <ul style="list-style-type: none"> o IEC Panel with GMAL, Grand Counselor, and Grand Historian o Province Development Discussion |
|-----------------------|--|

5:05 PM

General Session III

5:05 PM

Roll Call ((Present (P); Absent (A))

- | | |
|------------------------|---|
| Collegiate Chapters | <ul style="list-style-type: none"> • Iota – P • Gamma Sigma – P • Delta Iota – A • Delta Rho – P • Delta Upsilon – P • Delta Omega – P • Epsilon Eta – P • Epsilon Mu – P • Zeta Gamma – P • Zeta Delta – P • Zeta Phi – P |
| Graduate Chapters | <ul style="list-style-type: none"> • Charleston Grad – P • Gainesville Grad – A • Jacksonville Grad – P • North Florida Grad – A • Orlando Grad – P • Savannah Grad – P • Southeast Florida/Bahamas Grad – P • Tampa Grad – P |
| Province Officers | <ul style="list-style-type: none"> • Satrap – Dr. Monica Tadros – P • Vice Satrap – Dr. Naomi Pierre – P • Secretary – Dr. Angeleke Vakiaros – P • Treasurer – Dr. Mark Nazareno – P • Historian – Mr. Adrian Morera – P • Chaplain – Mr. Liem Dang – P • Parliamentarian – Mr. Aaron Young – P • Newsletter Editor – Dr. Kristin Hand – P • Assistant Newsletter Editor – Mr. Daniel Shoun – P • Webmaster – Dr. Alexander Branton – P • Assistant Webmaster – Ms. Langeda Bontemps – P • GCC Delegate – Dr. Shannon Usztok – P • Alternate GCC Delegate – Mr. Andrew Wilks – P • Immediate Past Satrap – Dr. Cesar Redaja Jr. – A |
| Supervisors | <ul style="list-style-type: none"> • Province Supervisor – Dr. Wesley Miller – P • Assistant Province Supervisor – Dr. CJ Duru – A |
| International Officers | <ul style="list-style-type: none"> • Grand Regent – Dr. Christy Askew – A |

- Grand Vice Regent – Dr. Jason Milton – A
- Grand Counselor – Dr. Melissa Buchanan – A
- Grand Historian – Dr. Chris Miller – A
- Grand Ritualist – Dr. Joe Nardolillo – A
- Graduate Member-At-Large – Dr. Saswat Kabisatpathy – A
- Collegiate Member-At-Large – Mr. Alex Maciejewski – A
- Immediate Past Grand Regent – Dr. Robert Mancini – A
- Executive Director – Mr. Johnny Porter – A

5:07 PM

Southeast Province Resolutions

- See Appendix B
 - Motion to Vote in Block by Resolutions Committee Chair Dr. Zachary Usztok
 - Seconded by the SEP Delegates
 - Aye's have it

5:22 PM

Good of the Order

Announcements

- Dinner Reception:
 - Signature Grand, 6900 W State Road 84, Davie, FL 33317
 - Keynote Speaker: Richard Waithe, PharmD

5:30 PM

Recess

6:00 PM

Grad Networking Social

6:30 PM

Social Hour

Chapter Pictures

- Reported by Brother Historian Mr. Adrian Morera
- Scheduled times specified in Banquet Program
 - Please see assigned slots for your Chapter

7:30 PM

Dinner Reception

Awards/Recognitions

- Philanthropy Week Winners
- Southeast Province Scholarship Winner
- Recognition Pins
- 10th Assembly Pins

Outgoing Satrap Speech

Reported by Brother Dr. Monica Tadros

Installation of Officers

Reported by Brother Immediate Past Satrap Dr. Monica Tadros

Position	Name
Satrap	Dr. Ravi Bacchus
Vice-Satrap	Mr. Aaron Young
Secretary	Dr. Jennifer Vazquez Perez
Treasurer	Mr. Liem Dang
Historian	Dr. Christine Heng
Chaplain	Mr. Stefan Weekes
Parliamentarian	Dr. Michael Carulli
Newsletter Editor	Ms. Elizabeth Rinaldi
Assistant Newsletter Editor	Mr. Reginald Leandre
Webmaster	Ms. Langeda Bontemps
Assistant Webmaster	Mr. Andrew Wilks

Inaugural Satrap Speech	Reported by Brother Satrap Dr. Ravi Bacchus
Closing Ritual	Reported by Brother Satrap Dr. Ravi Bacchus

9:30 PM

Adjournment

Appendix A

LEGISLATIVE PROPOSAL 1

Ordinance III
(Defining “Good Standing”)

Original Legislation:

Section 2. Any Chapter failing to pay its dues or fees by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, and late charges are paid in full.

Proposed Change:

Section 2. Any Chapter failing to pay its dues or fees to the Province or Central Office by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, and late charges are paid in full.

Amended Proposed Change:

Section 2. Any Chapter failing to pay its dues or fees **to either the Province or Central Office** by the start of a Southeast Province Assembly will have all voting rights suspended and deemed not in good standing with the province until all dues or fees, ~~and late charges~~ are paid in full, **or a payment plan is established.**

Rationale:

It was noted during discussion at Fall Assembly that the struck language of Ordinance 5, Section 2 defining “good standing” contained language referencing both the Province and the Central Office. This proposed amendment seeks to clarify the existing language of Ordinance 3, Section 2 to encompass all relevant definitions of “good standing”.

Submitted By: The SEP Legislative Committee

The Legislative Committee DOES recommend for adoption based on proposed changes.

Result: Proposed change accepted, Legislation carries

Appendix B

Spring Assembly 2020 Resolutions

Chair: Zachary Usztok

Members: George Effat, Parminder Kaur, Stella Sadiku, Narmeen Mandani, Donia Shehadeh

- Whereas, the hosting of a Southeast Province Assembly requires extensive planning, communication, and financial investment; be it resolved the Southeast Province extends its gratitude to the Delta Rho Chapter of Kappa Psi and its Members for executing a successful Assembly.
 - *The Committee recommends adoption*
 - ***Resolution passes***
- Whereas, the continued excellence of our Province and Fraternity is reliant on the hard work of our Brothers; be it resolved that the Southeast Province recognizes the achievements of our Executive Committee, as well as the rest of our Committee Members, and will help their successors build on their success.
 - *The Committee recommends adoption*
 - ***Resolution passes***

- Whereas, the landscape of pharmacy and pharmacy education continues to change and create challenges for our collegiate chapters; and whereas, cooperation amongst Chapters can facilitate the exchange of solutions and resources for shared challenges; be it resolved that the Chapters of the Southeast Province commit to aiding one another grow and prosper.
 - *The Committee recommends adoption*
 - **Resolution passes**
- Whereas, the attendance of Brothers from outside our Province furthers our fraternal bonds and exemplifies Fellowship; and whereas, these Brothers often travel from far away at their own expense; be it resolved that the Brothers of the Southeast Province thank the visiting Brothers for their attendance and invite them to return to our Province in the future.
 - *The Committee recommends adoption*
 - **Resolution passes**
- Whereas, the Committees of the Province do important work to further the goals of Kappa Psi and the Southeast Province; and whereas, committee membership is important in building bonds throughout the Province; be it resolved that the Brothers of the Southeast Province shall volunteer for Committees and work hard to achieve our goals for the coming term.
 - *The Committee recommends adoption*
 - **Resolution passes**
- Whereas, Kappa Psi relies on dues paid in order to create a better fraternal experience for its Members; and whereas, the Graduate Brothers of Kappa Psi have an opportunity to contribute even more to the Brotherhood; be it resolved that the Graduate Brothers of the Southeast Province make their best effort to meet the voluntary dues goal of Brother Graduate Member-At-Large Kabisatpathy.
 - *The Committee recommends adoption*
 - **Resolution passes**
- **Original Resolution:** Whereas, suspension or dormancy of a Chapter of Kappa Psi is a serious event; be it resolved that the Southeast Province holds that any mechanism by which a Chapter loses rights or status should be put before the Fraternity as a whole prior to approval and implementation.
 - **Friendly Amendment:** Whereas, suspension or dormancy of a Chapter of Kappa Psi is a serious event and as the Constitution of the Fraternity clearly delineates a process by which this should happen; and whereas, any changes to current policies related to suspension or dormancy of a Chapter of Kappa Psi must be built upon the constitutional groundwork of the Fraternity; and whereas, any change in policy that requires a change of the Constitution should only be done by a vote of the Grand Council with all proper notice being given; be it resolved that the Southeast Province holds that any change, modification, and/or new policy and/or mechanism by which a Chapter loses rights or status should be put before the Fraternity as a whole, prior to approval and implementation by the International Executive Committee.
 - *The Committee recommends adoption*
 - **Resolution passes**
- Whereas, The Fall Assembly will be hosted by the Iota Chapter September 18th-20th; and whereas, a Southeast Province Assembly is an important event for promoting the four pillars of Kappa Psi; be it resolved that the Brothers of the Southeast Province make their best effort to attend.
 - *The Committee recommends adoption*
 - **Resolution passes**