

SIGMA SIGMA SIGMA POSITION STATEMENTS

WOMEN'S AUXILIARY ORGANIZATIONS TO MEN'S FRATERNITIES

WHEREAS, The National Panhellenic Conference has adopted several Resolutions regarding Little Sister Organizations of men's fraternities which discourage such women's auxiliary groups and express concern and disfavor upon auxiliary groups because the activities of such groups are in conflict with NPC policies, and

WHEREAS, The Fraternity Executives Association has adopted a Resolution stating the women's auxiliary organizations are not desirable adjuncts to the collegiate chapters of men's fraternities, and

WHEREAS, The National Interfraternity Conference has requested that all women's auxiliary organizations be discontinued; and

WHEREAS, Sigma Sigma Sigma endorses these resolutions; and

WHEREAS, Sigma Sigma Sigma intends the term, "women's auxiliary organizations" to encompass both official and unofficial Little Sister organizations and all similar types of arrangements; therefore be it

RESOLVED, that Sigma Sigma Sigma does not endorse any women's auxiliary organizations to men's fraternities and encourages its members to support and be dedicated to their sorority membership.

INCLUSIVITY

WHEREAS, Sigma Sigma Sigma has always been a leader in the fraternal community in demonstrating a commitment to diversity, inclusivity and human dignity in making membership determinations, and

WHEREAS, Prejudice and discrimination do not contribute to creating a perpetual bond of friendship, developing strong womanly character or promoting high standards of conduct; therefore, be it

RESOLVED, Sigma Sigma Sigma has adopted this position statement to provide clarification regarding gender, gender identity, and gender expression of the Sorority's members, whether collegiate or alumnae; and further

RESOLVED, a potential new member who self-identifies as a woman shall be treated as a woman regardless of any other circumstances.

SIGMA SIGMA SIGMA POLICIES

TECHNOLOGY POLICY

Member/Chapter Website Development Procedures for Chapters

The following guidelines are established for the protection of Sigma Sigma Sigma, its members and its chapters. The guidelines are intended to assist each chapter in developing and maintaining a site that ensures a positive image of Sigma Sigma Sigma, the chapter, and its members. Each chapter will be provided with a chapter website by GIN systems. No other chapter websites will be permitted.

Chapter Websites Will

- Be used to positively promote Tri Sigma, our values, and ideals of sisterhood.
- Be provided by GIN Systems.
- Be linked to Sigma Sigma Sigma's Website
- Promote a positive image of the local chapter and of Sigma Sigma Sigma and, where applicable, the college or university where a chapter is located.
- Include appropriate email addresses for comments, questions and suggestions.
- Be monitored occasionally by Sigma Sigma Sigma's National Webmaster for adherence to current rules and procedures. Any other website, other than provide GIN system websites, are prohibited and must be deleted. Chapters will receive 1 warning including a request to close other sites. Failure to do so may result in disciplinary action up to and including suspension of activities until resolved. The National Organization and GIN system can assist in resolving with companies if you no longer have access or do not have passwords.
- Adhere to all Sigma Sigma Sigma guidelines and policies regarding publicity and print materials, particularly with regard to the use of Sigma Sigma Sigma's marks.
- Be periodically updated with special attention given to any time-sensitive information.
- Adhere to Panhellenic rules. Where there is conflict with Sigma Sigma Sigma rules and procedures, contact the National Webmaster for direction.
- Have one person assigned as the Chapter Webmaster who will be responsible for maintaining and updating the site in compliance with all rules, regulations and policies of Sigma Sigma Sigma. Chapter Officers, as listed at NHQ, will be assigned as member-only administrators. Administrators may manually upgrade other members to admin status locally.
- Comply with all Panhellenic rules regarding the publishing of Recruitment details or schedules.

Chapter Websites Will Not

- Include any copyrighted materials, including photographs, from other sources, or any trademarks owned by third parties without proper authorizations.
- Include information about the following:
 - The Ritual of Sigma Sigma Sigma
 - Phone numbers/addresses of members
 - Phone numbers/addresses of advisors
 - Phone numbers/addresses of sorority house or other facilities housing chapter members

- Contain content considered to be defamatory, offensive, or harassing, or any comments or images that would offend on the basis of race, gender, national origin, sexual orientation, religion, political beliefs, or disability.
- Be used for the posting of any type of electronic chain letter.
- Be used to put down another member or organization.
- It is incumbent on the individual member of Sigma Sigma Sigma to use personal websites/homepages appropriately with regard to any reference to the sorority or any sorority information that is included in one's personal site. The above chapter guidelines are appropriate cautions for personal sites. Use caution in linking to other sites and check all of your links periodically.

Chapter GIN System Usage

Chapter will be expected to use the GIN system (members only section) to do the following:

- Provide members with a current and up to date calendar of events. Collegiate chapter should include point values for each event.
- Share critical chapter operations documents included but not limited to the local points system, excuse policy, current chapter bylaws, budget, current Risk Reduction Plan, current Crisis Management Plan, housing requirements (if applicable) and forms to submit an individual to the member accountability process.
- Have a center location for communicating information to members either via email or text message. Information on chapter events should not be shared via GroupMe, private Facebook groups, or other similar means. Members have a right to have all information in one place. GIN System members only is that place.
- Members must keep their contact information current and updated in the GIN system including address, phone numbers, and email.
- Collegiate Chapter GIN systems contain a section for alumnae updates and information. While this does not need to be the only form of communication with alumnae, it is expected that this section contain information which may be distributed in other publications. Collegiate chapter doing so may be eligible to receive an Alumnae Engagement Credit on their National Dues.
- Demonstrate Friendship, Character, and Conduct. If individuals are *speaking evil of a sister's good name*, they should be addressed immediately and comments removed. Individuals are submit to local disciplinary action.

Violation of any of these guidelines may result in disciplinary action for one or more individuals or for the chapter.

*Sigma Sigma Sigma reserves the right to revise this policy at any time. Chapter compliance will be expected with appropriate prior notification. Tri Sigma also reserves the right to remove inappropriate language or pictures from this website.

Member Internet/Email Guidelines

If you are using email at work, be sure you know what your employer's policy is regarding personal use. Be cautious about conducting personal electronic communications at work. Understand that you may have no expectation of privacy. Your employer may reserve the right to access your email for business purposes or others may inadvertently view your messages. Exercise good judgment in posting all email messages. Take the time to create a new message when responding to email messages. This eliminates the possibility of any confidential information being inadvertently shared or forwarded by your message recipient. Check your software to see if you can disable the inclusion of an original message from a reply.

- Make hard copies of any information that you may need in the future.

- Always sign your email.
- Check your email frequently and respond in a timely manner. Don't rely on email for time-sensitive messages.
- Think twice before forwarding jokes, trivia, etc. Many people deal with massive numbers of email messages and do not appreciate receiving this type of message, especially in the workplace. Do not use Sigma Sigma Sigma forum for distributing electronic chain letters.
- Electronic commerce sources are not appropriate vehicles for disposal of Sigma Sigma Sigma jewelry, clothing or print materials. Consult Executive Office for proper disposal of such items.
- Much of the material available on the Internet is protected by copyright. Ease of copying or downloading material does not mean that you are authorized to do so. Be informed about copyright laws. Refrain from illegally copying protected works including digitization and distribution of photographs or other graphic images or designs from any copyrighted source, or making available copies of such works. Observe copyright and licensing agreements that may apply when downloading files, documents and software and when sending or forwarding email, with or without attachments.
- Observe all local, state and federal laws and existing Tri Sigma standards, policies and regulations regarding publishing of Sigma Sigma Sigma materials. Be accountable for all Sigma information that you post on a personal website/homepage that is available to the public using the World Wide Web, gopher, FTP, or other Internet information access functions, including information obtained through hyperlinks to externally stored information.
- Adherence to all policies regarding the use of Sigma Sigma Sigma's marks is required.
- Do not send or post messages that contain abusive or objectionable language, that defame, libel or harass others, or that infringe the privacy rights of others. Refrain from making comments and/or using images that would offend on the basis of race, gender, national origin, sexual orientation, religion, political beliefs, or disability.

Violation of any of these guidelines may result in disciplinary action for one or more individuals or for the chapter.

Additional Guidelines for National Officers

Sigma Sigma Sigma business is often of a sensitive and/or confidential nature. The utmost caution must be used in sending this type of information electronically.

National Officers are expected to check their email regularly. If you will be unavailable for a period of time be sure to let your department head/immediate supervisor know in advance.

While some email may not require a response, it is ordinarily expected that a reply be sent within 48 hours. Be sure to copy other department heads and national officers as needed.

(Be aware that some situations will require IMMEDIATE TURN AROUND!)

Be sure you understand your email application. Sometimes when you reply to a message the reply also contains the original document contents. When copying multiple people, you may be sending more information than you want to share with everyone. For maximum security create a new document for your response.

- Be cautious in sending attachments. Not all email software handles attachments and often it is difficult to open an attachment if you do not have the same program and version as the sender.
- Sign your email; this is particularly important if you forward a message that was sent to you from someone else.
- Some programs will alert you when a message has been received. This may be useful if you are sending a particularly important or time sensitive document/message,.
- Find out from your department head what you may and may not transmit via email.
- Make a hard copy of any important information. A virus or brown out or a variety of other situations can cause you to lose files/programs.

If you are using email at work, be aware that a systems administrator or another authorized individual could be monitoring your email - do not jeopardize your employment by using office equipment for Sigma business. Frequent deletion of email files is recommended. When necessary a hard copy should be generated and filed for a permanent record. Be aware that saved email is very difficult to delete from some systems. Even after you have deleted a specific email there are often hidden files that also contain the same message