

Delta Sigma Theta Sorority, Inc.

Austin Alumnae Chapter

Committee Reporting Template

Committee Name: Policies and Procedures Rules of Order

Committee Chair(s): Patricia Shorter, Chair

Date/Time of meeting (MM/DD/YYYY): 12/31/2024 (email notification)

Attendees: Chair, Melvia Evans, Pamela Hall, Zabrina Hoggard, Donna Jackson, Brenda Kennedy, Courtney Nolan, and Michelle Scruggs

Committee Decisions: (limit 500 characters)

- Scholarship and Standards (S&S) distributed a few date changes to align with current Grand Chapter guidelines, e.g. fiscal year changes.
- The Chapter's Policies and Procedures have been updated to reflect these changes.

Noted changes:

Page Number	Article	Section	Number	Description
19	IV	1	D.3	Budget and Finance date
19-20	IV	1	D.13	Budget reallocation dates
30	VIII	2	A.1	Local Dues* (financial dates for sorority year)
30	VIII	2	A.2	Local Dues* (submission period)
35	VIII	12	A.	Budgeting (timing and process date)
35	VIII	12	B.	Budgeting (chapter approval)
41	XIII	1	C.	National Convention and Regional Conference delegate clarification (events held prior to July 1 st).
43	XVI	2	B.	Effective Date* – notification reduced from 60 to 30 days

*(changes on the dates were previously adopted on 04/06/2024 by AAC)

Recommendation(s) to Executive Board: (limit 500 characters)

- None at this time.
- This report is for informational purposes per S&S guidance.


Next month's activities: (limit 500 characters)

- Survey officers and committee chairs for input on establishing a quick reference of standard operating procedures for the chapter.
- Continue to review Delta guidelines for establishing a quick reference guide for standard operating procedures

Volunteer Activities (include Date/Participants/Time): (limit 500 characters)

- None at this time

Signature of soror making the committee report:



Date of report to Executive Board/Chapter: 12/31/2024

Date/Time of next scheduled committee meeting: 1/20/2025 @ 8:00 PM