

Student Affairs

Alpha Tau Omega Administrative Staff and Services

Chief Executive Officer Correspondence and Subject File, 1919-2011

Note: Items less than ten years old are not shown here and have special restrictions. Please contact the Archivist for details.

Note: The role of **Chief Executive Officer** was created in 1998, but previously the position has gone under the name of Executive Director, Executive Vice President, and Executive Secretary.

The men who have served in this position are as follows:

Frank Scott, Executive Secretary (1918-1924)

Stewart Daniels, Executive Secretary (1925-1966)

Norman Ritchie, Executive Secretary (1966-1970), Executive Vice President (1970-1974)

William D. Krahling, Interim Executive Director (1974-1975, part of 1977)

William A. Parise, Executive Director (1976-1977)

Stephen R. Siders, Executive Director (1977-1987)

Mark O. Thorsby, Executive Director (1987-1993)

Thomas M. Schneider, Executive Director (1993-1994)

M. Scott Gilpin, Executive Director (1994-1996)

Eric Christensen, Interim Executive Director (1996-1997)

Wynn Smiley, Interim Executive Director (1997-1998), Chief Executive Officer (1998-

Box 1:

FRANK SCOTT, EXECUTIVE SECRETARY (1918-1924)

Correspondence, 1919-24 (3 folders)

STEWART DANIELS, EXECUTIVE SECRETARY (1925-1966)

Correspondence, 1925, 1927-1933, 1940 (16 folders)

Correspondence concerning Phillip LeBus, 1965 [*RESTRICTED*]

Manuscript Memoranda for Claude Reno, ca. 1931-1933

The Palm featuring Stewart Daniels on the Cover, 1950 (See: Box 12)

Silver Anniversary Memorial Album, 1950 (See: Box 12)

Silver Anniversary Memorial Album Accession Correspondence, 2008 (See: Box 12)

NORMAN RITCHIE, EXECUTIVE SECRETARY (1966-1970), EXECUTIVE VICE PRESIDENT (1970-1974)

Brochures, 1966, 1983, 1989

Congratulations Letters, 1965-66

Responses to Resignation Notice

ATOs (A-Z), 1974-75

Guilbert Brandon, 1974-75

Amos Burns, 1975
 Fraternities, 1974
 "Joseph" letter and responses [John Joseph], 1975
 New Career, 1975-77
 Notice, 1974
 Hugh Rice, 1975
 Worthy High Chancellor Correspondence, 1973-74

Box 2:

STEPHEN R. SIDERS, EXECUTIVE DIRECTOR (1977-1987)
 Correspondence, 1977-1984 (8 folders)
 John Elder Correspondence, 1982-88

MARK O. THORSBY, EXECUTIVE DIRECTOR, (1987-1993)
 Board of Directors Meeting (March 1993), 1992-1993 (2 folders)
 Bylaws, 1989-1990
 Conference Call, 1993
 Correspondence 1976, 1981, 1988, 1992
 Discipline, 1990
 Mullinix Deposition, 1987

THOMAS M. SCHNEIDER, EXECUTIVE DIRECTOR, (1993-1994)
 Board of Directors (1993-1994) Meetings, 1987, 1993-1994 (4 folders)
 Bylaws: Presidential Order #2, 1994
 Compuserve, 1994
 Congress, 1994
 Bylaws Committee, 1994
 Fraternity Insurance Trust (FIT)
 Board Meeting, 1992-1993
 Correspondence, 1992-1994 (4 folders)
 General Correspondence
 (1 folder), 1983-84, 1989
 January to June, (2 folders), 1992

Box 3:

General Correspondence, June 1992-Dec 1994 (10 folders)
 General Updates, 1993-1995 (2 folders)
 Gill vs ATO Fraternal Law Article Correspondence, 1993-1994
 Transition to Office as Executive Director, 1993

M. SCOTT GILPIN, EXECUTIVE DIRECTOR, (1994-1996)
 Correspondence, 1994-1996
 Fraternity Insurance Trust (FIT)
 Correspondence, 1994-1995 (3 folders)

ERIC CHRISTENSEN, INTERIM EXECUTIVE DIRECTOR (1996-1997)

Correspondence, 1996-1997

WYNN SMILEY, INTERIM EXECUTIVE DIRECTOR (1997-1998), CHIEF EXECUTIVE OFFICER (1998-

Alumni

Alumni Program, 1997-98

Life Loyal Tau, 1999-2000

Life Loyal Tau card, no date

Life Loyal Tau Program, 1999

Awards

Awards Dinner, 1997

EduCap Award, 1999

RTTM (Road to True Merit) Program, 1999-2000, 2002 (3 folders)

Box 4:

TAC Award Ring, 1974, 1994, 1998-2000, 2002

True Merit Character, 1998-2003 (2 folders)

TMC (True Merit Character) Applicants, 1998

True Merit Character packets, no date

True Merit Character Processed, 2001

Board of Directors

BOG (Board of Governors) Questionnaire, 1995

Chartering Committee, 2001

Conference Calls, 2000

Conference Meeting, 2001

Correspondence, 2000-01

Correspondence, Board/National President, 1996-98

Development, 1998

Fax, 1999-2000

Georgia, 2000

Minutes, 1996-98 (2 folders)

Originals, 1989

Updates, 1997-99

Box 5:

Carver Board Training, 1997

Carver Meeting, Atlanta 1998

Carver Resources, 1991-92, 1997-99

Fraternity Board Oaths and Resignations, 1995-96

Bylaws

Proposed Revisions, 1998

Table of Contents, 1993

Chapter Suspensions, 1998-99 [*RESTRICTED*]

Christian DC, 2000-01 (2 folders)
 Comforted Keen, 1999
 Communications Department, 1996, 1998
 Computer, Software, and Internet
 Computer, 2000
 Software, 2000
 Website Stats, 2002-03
 WWW (Internet), 1997-98
 Conferences, Congresses, and Events
 Congress
 71st Congress, 1994
 73rd Congress, 1997-1998
 Committees, 1998
 Resolutions, 1998
 74th Congress, 1998, 2000
 75th Congress, 2001-2002
 Leadership Consultant Retreats & Training
 Spiritual LC, 2001
 Winter Retreat, 2001-03 (3 folders)
 Regional Leadership Conference

Box 6:

 Regional Leadership Conference, Facilitator Notebook, 1999
 Correspondence
 Correspondence/AMC, 1997-2000

Box 7:

 Correspondence, Talent+, 2001
 Expelled Letters, 1999 [*Restricted*]
 Letters, 1999, 2002
 University of North Carolina at Wilmington, 2003
 Devotional Book, 2000-2001-2003 (2 folders)
 Executive Briefs, 1999
 Financial
 Audit, 1995-99 (4 folders)
 Balance Sheets, FY 1997-98
 Budget, 1996-2000 (4 folders)
 Budget Numbers, 1995-96
 First Tennessee Bank, 1989
 Fiscal Policy, nd
 Monthly Recap, FY 1998-99
 Numbers, 2000
 Richmond Property Group (RPG)
 Muhlenberg Chapter House, 2001

Foundation

Board Minutes, 1998
 Budget & LSI Money, 1997-2000
 History/Crisis, 1996
 Scholarships, 1997-99
 Survey, 2003
 Fraternal Composites, 1997-98
 Freedom of Association, 1998
 Futures Forum-Chicago, 1998
 General Headquarters and Staff
 About ATO, no date

Box 8:

ATO Employee Handbook, 1997
 Buildout and Furnishings, 1998
 Executive Director Job Description, 1996
 Executive Director Search, 1996-97
 History, 1994-98
 NHQ Dedication, 1998
 NHQ Remodeling, 1998-99, 2002
 Policies & Procedures, 1996-99
 Potential Staff, 1996, 1998
 Search and History, NHQ Building, 1997-98
 Staff Development, 1998
 Staff Exit Interviews, 1998
 Staff Meetings, nd
 Staff Monitoring, 2001
 Staff Time and Goals, 1999-2000
 Signage, 2001
 Golf Tourney-Snake Eyes Fraternity Golf Festival, 1997
 Individuals
 Reed L. Anderson, no date
 Thomas A. Clark, 2008
 Cory Ciklin, 1999
 Rodney Davis, n.d.
 Jon Gorman, 1999-2000
 Miles McCall, 2000
 Miles L. McCall Background, no date
 Lisa Molter, 1999
 Bill Muir, 1999
 Bruce O'Donoghue, 1999-2000
 John Potts, 1999
 Sandra Ross, 1999
 Sandler, 1999

Jim Shaw, 1999
 Steve Siders, 2000
 Jim Spooner, 2000
 Adam Wald, 1999
 Allen Wilson, 2000
 Allen Wilson Chapter Statistics, 2001
 Allen Wilson Visitation Letters, 2000-2002
 Insurance, Legal, and Vendors
 American Fundware, 1995-1996
 Approved Vendor Reports, 1997-98
 Fraternity Risk Management Trust (FRMT)
 Bermuda, 1999
 History/FIT History, 1994-98
 Members Formula, 2002
 RM (Risk Management) College (Media-DVD; RM/FEA), 2001

Box 9:

Greek Properties, 1997-98
 License Agreements, 1997-98
 Licensing & Agreements with The Image Bank, 1999
 Licensing Agreement–Premiere Communications, Inc., 1999
 Kirkland & LMS, 1997-99
 Trademark Registration, 1975
 Interfraternity Organizations
 FEA (Fraternity Executives Association)
 Norfolk, 1997-98
 Snowmass, 1997
 NIC (North-American Interfraternity Conference), 2001
 Alcohol Summit, nd, 1999
 Conference, 1998-99
 Dallas, 1998
 Public Relations, 2000-03
 P.R. Committee, 2000
 Research Initiative, 1996-97
 San Francisco, 1997
 Standards Archives, 2003
 Ivy Jungle, 1998
 Kaplan Partnership Program, 1999
 LeaderShape

Box 10:

Chapter Based LeaderShape, 1998-2001 (3 folders)
 LeaderShape General, 1993, 1998-99
 Managers Meetings, 1999-2000

Manuals (with handwritten notes)

- Carpe Diem, Leadershape, Facilitator Curriculum Guide, 1995
- Own the Edge, Regional Leadership Conference, Faculty Manual, 1992
- Own the Edge, Regional Leadership Conference, Faculty Manual, 1993
- Vision, Regional Leadership Conference, Lead Facilitator Curriculum Guide, 1995

Miles McCall Agreement, 1997-98

Minutes, Memos, 2000-03

Monitoring Reports

- Alumni Monitoring Report, 2001

National Chancellor Proposal, 1996

News

- Web clippings, 1997-1998

Notification Letters, 1999, 2001-02

Palm

- Fall 1998 Palm, 1998

- Palm Costs, 1997-98

- Palm Mailing Permit, 1993, 1997

- Spring 1997 Palm Costs, 1996-97

Prayer Team, 1997-98

Prayer Updates, 2000

Province Directors, 1996, 1999

Publication & Graphics, 1999

Risk Management

- Article–Alcohol Abuse, no date

- Hazing, 1998-99

- Risk Management Updates, 1997-99

- Substance Free, 1993-98 (2 folders)

Roadshow Beginning, 2001

Schenk Trust, 1998-99 [*RESTRICTED*]

Box 11:

Scripts, NHQ, nd

Select 2000, 1997-98

Siders Agreement, 1997

Statistics Report, 1997, 2000

Undergraduate Issues

- Appointment Book, 2009-10

- Appeals Accepted, 1999, 2002

- Appeals Denied, 1998-2002

- Campus Housing, 1998

- Chapter Anniversary Letters, 1988, 1992

- Chapter Conference Calls, 1998

- Chapter Consultant Report, 1998

Chapter Redevelopment Program, no date
 Chapter Restructuring, nd
 Chapter Suspensions, 1998-99 [*RESTRICTED*]
 Colony to Chapter Retreat, no date
 Gamma Zeta (IL) Video, 1995
 Member Costs/Dues, 1996
 Undergraduate Committee, 1998-2000
 Undergraduate Trends, 1995-1996, 1998, 2000-2001, 2003 (2 folders)
 University Miss Pageant, 2000
 Video: Do You Really Want to Make a Difference? script, 1992
 Video Segments, no date
 VMI (Virginia Military Institute) Battlefield of New Market brochures, no date
 Vision, The, Founders' Day Speech, Glenn Parkey, 1995
 Vision, The, Presentation, 1995

STEPHEN R. SIDERS, EXECUTIVE DIRECTOR (1977-1987)
 65th Congress Resolution, Photograph, and Postcard, 1986
 Certificate from the University of Illinois at Urbana-Champaign Office of Student
 Affairs, 1993 (Filed with Artifacts Collection)
 Fraternity Executives Association Surveys, 1987-96
 Outstanding Alumni Achievement Award Trophy, 1999 (Filed with Artifacts Collection)
 Photographs, Resolutions, and Life Loyal Tau Award, 1988-2001
 Speeches, with Comments, 1978-87
Box 11 is 0.20 Empty

Box 12:

STEWART DANIELS, EXECUTIVE SECRETARY (1925-1966)
The Palm featuring Stewart Daniels on the Cover, 1950
 Silver Anniversary Memorial Album, 1950
 Silver Anniversary Memorial Album Accession Correspondence, 2008
Box 12 is 0.30 Empty