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# WELCOME

## TO THE TWIN CITIES ALUMNAE PANHELLENIC ASSOCIATION

On behalf of the Twin Cities Alumnae Panhellenic Association (TCAPA), welcome to our organization and the 2013–2014 operation year. We appreciate your participation and look forward to collaborating with your organization while participating in philanthropic and fun social activities.

TCAPA is a diverse group of women of all ages and backgrounds representing sorority alumnae groups within the National Panhellenic Conference in the Twin Cities area of Minnesota. We serve as advocates for Greek Life and work to *Advance the Sorority Experience Together* – not just for collegians but for our alumnae members across the metro, midwest and nation.

Together, as a community, we are stronger. Together we can accomplish more. By sharing in our struggles and compiling our best practices, we can work on strengthening our local alumnae chapters and the collegiate chapters that we serve.

This packet is meant to serve as an orientation introducing you to TCAPA and how you, as your alumnae chapter delegate can make the most out of your experience. Please feel free to contact the members of the executive board or keep up with our news on our Facebook page and digital newsletters.

In Panhellenic,

Alicia Liebel–Berg  
TCAPA President

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## CONTACT US

Stay connected with your Panhellenic Alumnae in the Twin Cities and use these sites to collaborate, find information and ask a question.

Facebook: <https://www.facebook.com/groups/TCAPA/>

Website: [www.mntcapa.weebly.com](http://www.mntcapa.weebly.com)

Email: [mntcapa@gmail.com](mailto:mntcapa@gmail.com)

## 2013 – 2014 EXECUTIVE BOARD

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## DELEGATE EXPECTATIONS

1. Come and Collaborate at our 3 yearly council meetings.
  - In October, February and May
2. As the liaison(s) between TCAPA and your fraternity, be present at all alumnae Panhellenic meetings or be sure that an alternate representative is present.
3. Be sure to take notes and report after each meeting to your alumnae president and chapter.
4. Be cognizant of your fraternity's interests and thinking so that you will be ready to discuss and vote on issues.
  - Ask for advice, share your wisdom.
  - Be proud of your affiliation - wear your badge!
5. Inform the appropriate TCAPA officers of any changes for the roster, newsletter mailings lists, etc.
6. Come and Mingle at our 3 yearly social events.
  - In November, January and March
  - Bring your NPC friends and alumnae sisters along.
  - Celebrate the Sorority Life at our Badge Day Social.
  - Have FUN!
7. Participate in our yearly philanthropy event.
  - Event held in April to support a local cause.
8. Invite your Panhellenic sisters to your events!
  - Tell them how they can support your Philanthropy.
  - If you need assistance to make your events run smoothly.
  - If you want to celebrate your accomplishments.
9. Share the information that you learned with your alumnae chapter.
  - Maintain contact throughout the year by updating contact information for your Alumnae Chapter president and chapter delegates as your leadership fluctuates.
10. Make sure your organization is current on their dues payments.
  - Amount based on your membership total from the previous year. 5 per organization + \$1 per dues paying member. For example, if your organization has 20 members then dues would be \$5 + \$20 = \$25).
  - Bring checks to a council meeting or send in the mail to our Treasurer. Deadline for remitting dues is at the October council meetings.
11. Be an advocate for Greek Life
  - Assist with Formal Recruitment at the University of Minnesota.
  - Help local high-school students secure recommendation forms from your alumnae leaders to enhance their formal recruitment experience.

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## 2013 – 2014 CALENDAR

Put into your date book or phone!

*What if I can't make it to an event?*

Simply send another alumna from your organization in your place.

Oct. 1 2013	Fall Council Meeting
Nov. 5 2013	Fall Social
Jan. 7 2014	Winter Social
Feb. 4 2014	Winter Council Meeting
Mar. 3 2014	Badge Day Social - Monday
April 2014	Philanthropy Event/Spring Social TBD
May 6 2014	Spring Council Meeting

\* All events start at 6:30 PM and take place in locations across the metro.

*How will I find out about an upcoming event?*

You will receive a digital e-vite to the e-mail address you provided from TCAPA.

*How will I find out about other important information?*

You will receive a quarterly digital newsletter to your e-mail.

- Please forward on this newsletter to your alumnae chapter leadership and make sure to check your SPAM folder so you don't miss out on the latest news!

- Join our Facebook group. Follow our posts & share your own.  
[www.facebook.com/groups/TCAPA](http://www.facebook.com/groups/TCAPA)

## LEADERSHIP OPPORTUNITIES

- Serve as a chair in the areas of:
  - Philanthropy
  - Social
  - Recruitment (currently filled)
- Hold a position on the Executive Board (nominations held in the spring)

## WIN AWARDS

Awards are given at the Badge Day social in the areas of:

- Delegate and Alternate Delegate of the Year
- Concurrent Dues-Paying Member and Timely Dues Paying Member
- Best Group Attendance and Best Individual Attendance
- Awards of Appreciation