

Protocol for Recognition of Monuments and Memorials of the Sigma Chi International Fraternity

PART ONE

Explanation of the Protocol

Preface:

The Monuments and Memorials Commission and its predecessors began the responsibility for oversight of the Sigma Chi International Fraternity's monuments in 1921. Over the years, the list expanded and reached a total of fourteen memorials when the Samuel H. Clark Memorial Monument was dedicated in 1990. Before and since that date, numerous structures, plaques, statues, and sites of historical importance to Sigma Chi have been identified or newly installed, but members of the commission have had no prescribed method to coordinate the recognition of those memorials. Also, many other such Sig-related memorializing entities have been created without any notice to or acknowledgement by the Fraternity. Now, the commission has prepared a protocol (which has been approved by the Executive Committee) that provides guidelines whereby the commission will identify and officially recognize any memorial that meets the standards of the protocol. This text represents the opening announcement to all brothers that the commission is ready to receive applications to consider any Sigma Chi-related historical site for official Fraternity recognition.

Purpose:

The identification and preservation of Sig-related monuments and memorials is a vital part of the preservation of Sigma Chi history. The members of the Monuments and Memorials Commission believe that brothers will benefit from having a website that is accessible through sigmachi.org where visitors can observe the Fraternity's monuments and memorials, and determine which ones are located in the geographical area where they live or may be traveling. When this project is operational, we will encourage brothers to visit the website to discover significant places they may want to include in a chapter pledge training program or to visit while traveling.

Definition:

"Sigma Chi-related historical site" is defined as any permanent building, grave, sign, plaque, marker, or place having historical significance to the Fraternity because of its connection with a noteworthy brother, event, or activity there.

Status as of May 1, 2020:

The Fraternity recognizes 14 monuments and memorials as primary (or level one) structures. They were erected to commemorate a notable person, event or place in Sigma Chi's history.

They are:

- Thomas Cowan Bell Memorial Monument, San Francisco National Cemetery, San Francisco, California.
- James Parks Caldwell Memorial Monument, Biloxi Cemetery, Biloxi, Mississippi.
- Daniel William Cooper Memorial Monument, Allegheny Cemetery, Pittsburgh, Pennsylvania
- Isaac M. Jordan Memorial Monument, Spring Grove Cemetery, Cincinnati, Ohio.
- William Lewis Lockwood Memorial Monument, Green-Wood Cemetery, Brooklyn, New York.
- Benjamin Piatt Runkle Memorial Monument, Arlington National Cemetery, Arlington, Virginia.
- Franklin Howard Scobey Memorial Monument, Greenwood Cemetery, Hamilton, Ohio.
- The Fraternity's founding site, Oxford, Ohio.
- Constantine Chapter Memorial Monument; Lovejoy, Georgia.
- Harry St. John Dixon Memorial Monument, Mountain View Cemetery, Fresno, California.
- McMillin Memorial Mausoleum, Roche Harbor Cemetery, Roche Harbor, Washington.
- Joseph Cookman Nate Memorial Monument, Evergreen Memorial Cemetery, Bloomington, Illinois.
- Samuel H. Clark Memorial Monument, Brookside Cemetery, West Chester, Ohio.
- J. Dwight Peterson International Fraternity Headquarters, Evanston, Illinois.

Background details about these fourteen locations are available at sigmachi.org/history/monuments-memorials.

Other Memorials:

1. Numerous other historically significant details are described in the Fraternity's various history books, including: *The Sigma Chi Catalogue and History Edition of 1890*, by Editor-in-Chief Walter Lowrie Fisher, HANOVER 1883; *The History of the Sigma Chi Fraternity: 1855-1925* by 9th Grand Consul and 13th Grand Historian Joseph Nate, ILLINOIS WESLEYAN 1890; *The Centennial History of the Sigma Chi Fraternity: 1855-1955*, by 17th Grand Historian Robert Collett, DENISON 1914; *History of the Sigma Chi Fraternity* by 62nd Grand Consul and 19th Grand Historian Douglas Carlson, MINNESOTA 1973; and *One in Heart and Purpose: The Founders and Founding of the Sigma Chi Fraternity*, by 21st Grand Historian Dr. William Fleming, Jr., SAM HOUSTON 1965. However, for some reason, none of those other events, places or objects have been proposed for consideration to be among our recognized monuments and memorials. Why? Those same history volumes also contain numerous tales of remarkable brothers, noteworthy chapters and important events that have not been granted recognition with any Fraternity-sponsored monument or memorial. Why have they not achieved that status? Is it lack of alumni interest? Not significant enough? Cost too

much? Or was it because no system was available to measure the worthiness or manner by which such recognition could logically be awarded.

2. It has been 31 years since we promoted, constructed and formally recognized a new monument or memorial under the Fraternity's authority and responsibility. Of course, there are many other extraordinary brothers, chapter actions and Fraternity events that should be honored by erecting a memorial. If such a recommendation is proffered, by what specific criteria can we measure the merit of that request? This protocol responds to that question.

3. Examples of Other Existing Memorials to be Considered:

- Original Alpha chapter house, Miami University, 410 East High Street, Oxford, Ohio.
- First chapter house built specifically to be a Sig chapter house: Alumni of the Chi chapter at Hanover College in Hanover, Indiana, planned for, developed and installed a bronze plaque noting the location of the "First Chapter House of the Sigma Chi Fraternity," which was dedicated at the campus site on Oct. 1, 2016.
- *Sweetheart of Sigma Chi* song: Composed at Albion College in Albion, Michigan, this iconic musical creation is recognized by an Alpha Pi Chapter alumni marker installed on October 15, 2011 (100th anniversary) on the west exterior of Dickie Hall on campus.
- Freedom Garden: Dedicated in May 1975, during celebration of the U.S. Bicentennial in honor of brothers who served in the Armed Forces of the U.S. and Canada, this garden is marked with a plaque and located in front yard of the J. Dwight Peterson International Headquarters building in Evanston, Illinois.

4. Examples of Other Sites for Possible Consideration:

- Birthplaces of the seven Founders.
- Gravesites for each of the Constantine Chapter members, other than Harry St. John Dixon.
- Gravesites of the past Grand Consuls.
- Gravesites or other memorials of notable Sigs, e.g.:
 - The John Wayne Birthplace Museum in Winterset, Iowa, and his gravesite in Pacific View Memorial Park in Newport Beach, California.
 - President Grover Cleveland's gravesite, Princeton Cemetery, Princeton, New Jersey.
 - The plaques in many U.S. National Parks recognizing 20th Grand Consul Stephen Mather, CALIFORNIA BERKELEY 1887, the first director of the National Park Service from 1917 to 1929.)
 - The statue of Steve Canyon in Idaho Springs, Colorado. Canyon was a comic strip character created by cartoonist and Significant Sig Milton Caniff, OHIO STATE 1930.

5. This protocol provides the heretofore missing review process, selection criteria, and maintenance method for handling future requests for official Fraternity monuments and memorials recognition.

PART TWO

CRITERIA FOR SELECTING A MONUMENT/MEMORIAL

1. Levels and Criteria for Selecting a Monument or Memorial for Recognition.

A. Level One:

- A location of such foundational significance in the growth, success, survival, and/or universal life of the Fraternity that it is deemed to deserve official recognition, continuing oversight, and legal and financial support by the Fraternity and/or the Sigma Chi Foundation.
- Recognition must be approved by the Monuments and Memorials Commission first and then the Executive Committee.
- The grand consul, assisted by the commission's chair warden, will appoint a "Warden" to be responsible for care of the site, and he will be a member of the commission.

B. Level Two:

- A location not qualified for level one but is of significance to the entire Fraternity because a brother or undergraduate/alumni chapter deems that it is deserving of recognition and approval by the Fraternity.
- Recognition must be approved by the commission and by the Executive Committee.
- The creating entity will be responsible for its oversight, so the Fraternity will not appoint a warden responsible for its care. However, the creating entity may appoint a "Steward" to manage the site, but he will not be a member of the commission.

C. Level Three:

- A location not qualified for a higher level but is of interest to the Fraternity because of its regional or local importance to an undergraduate or alumni chapter, or a brother/family.
- Recognition must be approved by the commission but not by the Executive Committee.
- The creating entity will be responsible for its oversight, so the Fraternity will not appoint a warden responsible for its care.

D. Level Four:

- A location established by a non-Fraternity entity but is of interest to the Fraternity because it honors a brother, was created by a brother, or where a significant event occurred that included a brother.
- Recognition must be approved by the commission but not by the Executive Committee.
- The creating entity is responsible for its oversight, so the Fraternity will not appoint a warden responsible for its care.

E. Applicable to all Levels:

- The location must be openly observable by public viewers.
- The commission will develop and maintain a list of all approved locations that shows the particular sites assigned to each level.
- The commission will assure that all locations are publicized as appropriate in Fraternity publications and websites.

2. Method of Requesting Approval for Recognition of a Monument or Memorial.

A. Any individual or entity may submit an application to the Fraternity for consideration of recognition of a monument or memorial.

- Applications to Sigma Chi Headquarters should go to:
Noah Phelps, Ph.D
Director, Information Management
Sigma Chi Foundation
1714 Hinman Avenue
Evanston, IL 60201
Office: [847-425-4420](tel:847-425-4420) / Direct Line: [847-869-3655](tel:847-869-3655)
Noah.Phelps@sigmachi.org
- Applications to the Monuments and Memorials Commission should go to:
George L. Hooper, Chair Warden
3420 Legation Street, NW
Washington, DC 20015
(202) 686-9250
georgeandneil@gmail.com

B. The application form is provided as Part Three of the protocol.

C. If the application represents an existing, completed monument/memorial, the commission will review the application in accordance with provisions of the protocol and grant a final approval to the applicants.

D. If the application represents a not-yet-existing or partially created monument/memorial:

- The commission will determine whether the monument/memorial represented by the application, if processed through to complete consideration, should be added to the Fraternity's roster of recognized sites.
- If so determined, the commission will review the application in accordance with provisions of the protocol and grant a "Conditional" approval to the applicant(s). Included with that approval will be (1) authorization to proceed, and (2) a description

of what provisions of the protocol and other related factors must be provided in the updated application.

- Updated requests will be examined in the same manner as the initial application.

E. Fraternity approval means the commission will:

- Assure that relevant Fraternity committees agree the project would not impinge upon Sigma Chi trademarks, liability insurance or other legal factors, and that it would not reflect unfavorably on Sigma Chi.
- Review the request and, if required after approval, send it to the Executive Committee for consideration.
- Notify the requestor of its decision within 90 days after initial receipt of the request by the M&MC.

F. If an initial request for approval of a location and/or level, has been declined by either the commission or the Executive Committee, the requestor may submit an appeal to the entity that declined the request, asking that the decision be overturned and the location and/or level be approved. The appeal must:

- Include substantive information not provided in the initial request.
- Be made within 120 days from the date it was declined, and, if the appeal is not approved, no further appeal can be made.

F. Recognition of a previously approved location may be withdrawn by the Executive Committee if, in its judgement, some action has been caused by the caretakers of that location, or by the subject of that location, which has reflected, or may reflect, negatively on Sigma Chi. A request for reinstatement of the location may be made, in the same manner as if a new request, after three years following the date when approval was withdrawn.

G. The commission will promote the substance of this protocol within the Fraternity on a schedule and in such means of publication as it deems appropriate.

PART THREE

APPLICATION FOR RECOGNITION OF A SIGMA CHI MONUMENT/MEMORIAL

(Before completing this form, review the "Protocol for Recognition of Monuments and Memorials of the Sigma Chi International Fraternity.")

Date: _____

1. Name of the monument/memorial: _____

2. Name of the primary sponsoring person/organization: _____

3. Name(s) of co-sponsoring person(s)/organization(s): _____

4. A. Does the proposed monument/memorial currently exist or will it be newly created: _____

B. If it exists, does it need any repair? If so, explain: _____

C. If it exists, is it under the oversight of another entity? If so, explain: _____

D. If it exists, is it threatened by deterioration or permanent loss if not preserved by Sigma Chi? If so, explain: _____

5. Provide a detailed description of the monument/memorial (attach photo[s] or drawing[s]):

6. Provide a detailed description of the location of the monument/memorial: _____

7. If the establishment and/or maintenance of the monument/memorial will require funding, how will that funding be provided: _____

8. How will officially recognizing the monument/memorial benefit Sigma Chi: _____

9. Why does the monument/memorial deserve official recognition: _____

10. If the site is near an undergraduate or alumni chapter/association, provide the name and town of that group(s): _____
11. Will the monument/memorial be openly observable by public viewers: _____
12. Will the existence or placement of the monument/memorial cause unfavorable publicity for Sigma Chi: _____

NOTE: The Monuments and Memorials Commission does not promise approval of any historical site.

NOTE: If you need more space to complete your answer to any question, use the space below and/or a separate page.

**NOTES TO WARDENS ABOUT VOTING ON APPLICATIONS FOR
RECOGNITION OF MONUMENTS/MEMORIALS**

1. Upon receipt of a properly completed application form, the chair warden will promptly submit the complete application to all wardens and request their votes as to which level the proposed monument or memorial should be assigned.
2. For applications requesting a level one designation, the chair warden must receive a vote from all 14 wardens, and at least 12 level one votes must be cast for the prospect to be approved for that assignment. If the required number of level one votes is not cast, the request will automatically be considered for a level two designation
3. For applications requesting a level two designation, the chair warden must receive a vote from all 14 wardens, and at least 12 level two votes must be cast for the prospect to be approved for that assignment. If the required number of level two votes is not cast, the request will automatically be considered for a Level Three designation.
4. For applications requesting level three or level four designations, the chair warden must receive a vote from all 14 wardens and at least 10 votes must be cast for the prospect to be approved for the requested assignment.
5. As the number of wardens increases, the number of votes required for approval of applications may be changed as appropriate in these stipulations.

MONUMENTS & MEMORIALS COMMISSION WARDEN VOTING FORM

Date: _____ Warden's name: _____

1. Name and location of the proposed monument/memorial: _____

2. Sponsor(s) of the proposed monument/memorial: _____

3. I believe that this proposed monument/memorial should be assigned:

Level one _____ Level two _____ Level three _____ Level four _____

4. Based on the criteria prescribed in the protocol, and the documentation provided by the sponsor(s) of this proposal, I award this level of assignment for the following reason(s): _____

