

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

Adopted: 5/18/20

PART ONE

Revised: 5/18/20

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 major 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 monument or memorial 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 webpage that is accessible through sigmachichistory.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 webpage 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 other site having historical significance to the Fraternity.

Status as of May 1, 2020:

The Fraternity recognizes 14 monuments and memorials as primary (or level one) structures. These structures were erected to commemorate a notable person 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 sigmachistory.org/history/monuments-memorials.

Other Memorials:

1. Numerous other monuments and memorials are described in the Fraternity's various history books, including: *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 items, places or objects have been afforded the same top-tier status as the elite fourteen. 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

2. It has been 30 years since we promoted, constructed and formally recognized a new monument or memorial under the Fraternity's full 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?

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 a small Michigan State Historic Marker installed in 1959 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 our brothers who have served in the Armed Forces of the U.S. and Canada. The 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 and his 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 selection criteria, review process and maintenance method for handling future requests for official Fraternity monuments and memorials recognition.

PART TWO
Revised: 8/15/2023

CRITERIA FOR SELECTING A MONUMENT/MEMORIAL

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

A. Level one: Foundational Sites

- A location of such foundational significance to 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.
- A warden will be appointed by the Fraternity to oversee care of the site.

B. Level two: Significant Sites

- 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. Therefore, the Fraternity will not appoint a warden responsible for its care.

C. Level three: Regional Sites

- 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. Therefore, the Fraternity will not appoint a warden responsible for its care.

D. Level four: Sites of Interest

- 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. Therefore, 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 locations 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 a request to the Fraternity for consideration of recognition of a monument or memorial.

- Requests made electronically should be sent to the Monuments and Memorials Commission's Chair Warden, Don Copeland, doncopeland@gmail.com with CC: to Noah Phelps, Monuments & Memorials Commission Staff Support, noah.phelps@sigmachi.org. Subject Line: *Monuments & Memorials Commission Nomination*.
- Requests by mail should be sent to Sigma Chi Headquarters to:
Noah Phelps, Ph.D.
Director, Historical Initiative
Sigma Chi Foundation
1714 Hinman Avenue
Evanston, IL 60201
ATTN: *Monuments & Memorials Commission Nomination*

Noah's Contact Information:

Office: [847-425-4420](tel:847-425-4420) / Switchboard: [847-869-3655](tel:847-869-3655)
Noah.Phelps@sigmachi.org

B. The request should:

- Designate which level of consideration is desired and, based on the criteria listed for that level, explain why the request should be approved.
- Describe the location of the project and include a photo or drawing that clearly depicts the project's dimensions, color and detail.
- Describe how funding will be raised to create and install the project, and, for locations not requesting level one approval, how funding will be raised for continuing maintenance of the location in proper condition.

C. 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.

D. 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.
- E. 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.
- F. 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
Revised: 8/15/2023

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" above.

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. Does the proposed monument/memorial:
 - A. 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. How will officially recognizing the monument/memorial benefit Sigma Chi: _____

8. Explain why the monument/memorial deserves that level of recognition: _____

9. Will the monument/memorial be openly observable by public viewers: _____
10. Will the existence or placement of the monument/memorial cause unfavorable publicity for Sigma Chi: _____

11. If the establishment and/or maintenance of the monument/memorial will require funding, who/how will provide that funding: _____

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.