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 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)

- 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

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
Resignation, 1993 [RESTRICTED]

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
1993-94 (1 folder)

Box 3:
General Correspondence, June 1992-March 2018 (11 folders)
General Updates, 1993-1995 (2 folders)
Gill vs ATO Fraternal Law Article Correspondence, 1993-1994
Transition to Office as Executive Director, 1993

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:
   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, 2013-2017
   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
   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
    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)
  Own the Edge, Regional Leadership Conference, Faculty Manual, 1992
Own the Edge, Regional Leadership Conference, Faculty Manual, 1993
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
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
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, Presentation, 1995
Miscellaneous Correspondence, 2010-2017 (2 folders)
President’s Retreat, 2006-2007, 2012-15 (6 folders)
Correspondence
   Salvation Army Donation, 2018

Box 12:
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

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