DELTA KAPPA EPSILON FRATERNITY
Delta Chi Chapter at Cornell University
Office of the Alumni Historian


Foreword—

This document provides basic information concerning the operational affairs of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University also known as ΔX of ΔKE. It is intended to be a central reference regarding the administration of the chapter’s undergraduate affairs in Ithaca and alumni affairs throughout the country.

The following organizations are addressed:

DELTA KAPPA EPSILON FRATERNITY, INC.,
Founded 1844, and the various organs of the fraternity’s central body;

THE DELTA KAPPA EPSILON FRATERNITY AT CORNELL UNIVERSITY, INC.,
Chartered 1870, Incorporated 1883 (the undergraduate chapter of ΔKE in Ithaca NY);

THE DELTA CHI ASSOCIATION, INC.,
Incorporated 1888 (the alumni society of ΔX of ΔKE); and

CORNELL UNIVERSITY, INC.
Founded and Incorporated 1865.

The Deke House, ΔKE3-026: Brochure ca. 1967
www.dke-cornell.org
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1. Delta Kappa Epsilon Fraternity, Inc.

A. Fraternity Founding and Legal Status

The Fraternity was founded in the name of Delta Kappa Epsilon (ΔKE) at Yale University on 22 June 1844. On 12 June 1884, the New York State Legislature passed an act “to incorporate the Council of Delta Kappa Epsilon, and provide for the organization of subordinate chapters.” [Laws of 1884, 107th Session, NYS Legislature, Chapter 520].

The “Council of Delta Kappa Epsilon” was registered with the New York State Department of State as a Domestic Not-for-Profit Corporation on 10 August 1973 (DOS ID #268019). The official name of this entity was changed to Delta Kappa Epsilon Fraternity effective 16 December 1975.

Delta Kappa Epsilon Fraternity, Inc., is registered with the U.S. Internal Revenue Service under Employer Identification Number (EIN) 13-0604310 having Address of Record PO Box 1880, Tuscaloosa, AL 35403. The stated mission is “To promote and support affiliated chapters and colonies through the maintenance of the international headquarters, preparation of fraternity periodicals and educational materials.”

B. Constitution

The Fraternity is organized and administered in accordance with The Constitution of Delta Kappa Epsilon as last amended on 11 January 2012.

https://docs.google.com/file/d/0B7j8iL-A3MxJZ0NZdFNgQVVDcDA/edit?usp=sharing

C. Objects

The objects of Delta Kappa Epsilon are the cultivation of general literature and social culture, the advancement and encouragement of intellectual excellence, the promotion of honorable friendship and useful citizenship, the maintenance of gentlemanly dignity, self-respect and morality in all circumstances, and the union of stout hearts and kindred interests to secure to merit its due reward. —DKE Handbook for Pledges (Delta Kappa Epsilon Council, 1956).

D. Motto

The overt motto of the Fraternity is “Κηρόθευ Φίλοι άεί,” or in Roman transliteration, “Kerothen Philoi Aeì,” meaning “Friends from the Heart Forever.”

E. Board of Directors of Delta Kappa Epsilon

This is the central governing authority for the Fraternity. It is comprised of seven Regional Directors, seven Directors-at-Large and one Undergraduate Director.


F. ΔKE International Headquarters

Brother Douglas Murray Lanpher, Γ 1977, Executive Director, administers fraternity operations and the headquarters staff. Contact information for the headquarters follows.
G. The Rampant Lion Foundation

This is a tax exempt public charity in accordance with Title 26 U.S.C. (Internal Revenue Code) §501(c)3. The employer identification number (EIN) is 38-2407195 and the address of record is PO BOX 1880, Tuscaloosa, AL 35403-1880.

The Foundation awards scholarships, educational grants, facility improvements and maintains the Hall of Delta Kappa Epsilon in Ann Arbor MI, also known as the Shant of the Omicron Chapter. To this end, it maintains computerized records and provides administrative support for ΔKE fund raising activities.

See http://dke.org/page.php?pageid=22 for the current membership of the Board of Trustees.

H. Publications

The Fraternity publishes The Deke Quarterly (ISSN #0164-8314) on an intermittent basis. The most recently published membership list was promulgated in The Delta Kappa Epsilon Membership Directory (Dallas TX: PCI Publishing Concepts, Inc., 2013).

I. Trademarks and Emblems

The Fraternity Arms, Flag, Pin and Recognition Badge are depicted in Appendix A. The Fraternity Arms were registered with the U. S. Patent and Trademarks Office as a “collective membership mark,” #1,085,781, on 14 February 1978.

J. Conventions and Conferences

The Fraternity holds conventions and conferences on alternating years. The last convention was the 168th, held on 26-28 July 2012, in Tuscaloosa, AL. The next ΔKE Leadership Academy will be conducted on 1-4 August 2013 in Oxford, OH.
2. Delta Kappa Epsilon Fraternity at Cornell University, Inc.

A. Chapter Founding and Legal Status

The Delta Chi Chapter of Delta Kappa Epsilon (ΔX of ΔKE, the undergraduate entity hereafter “the Chapter”), was chartered by the Phi Chapter of Delta Kappa Epsilon (Φ of ΔKE) at Yale College, New Haven CT, on 11 February 1870. The original 1870 Charter is held in the ΔKE Depository (Collection #37-4-1535) maintained by the Cornell University Library. Black & white and color photographic images are filed as N4279 and N4317, respectively. A replacement charter, also held in the ΔKE Depository, was issued by the Sixty-Second ΔKE Convention held at Hartford CT, 12-13 November 1908. Black & white and color photographic images are filed as N4280 and N4318, respectively.

The Chapter was incorporated in the State of New York on 5 November 1883 “for the purpose of mental, moral and social improvement.” The Certificate of Incorporation was filed with the Tompkins County Clerk on 7 November 1883 and with the New York Secretary of State on 8 November 1883.

Transcriptions of these documents in Articles of Governance: Effective and in Force on 29 January 2009 may be viewed at http://hdl.handle.net/1813/11800

B. Bylaws and House Rules

The Chapter is organized and governed in accordance with Chapter Bylaws ratified on 29 January 2009. In addition, members are bound by the provisions of subordinate House Rules (compiled and published on 29 January 2009) that govern conduct, discipline, decorum and other such matters.

See http://hdl.handle.net/1813/11800 for transcriptions of these documents and images of the ratification and approval instruments.

C. Objectives, Operations and Responsibilities

The organization (1) operates a fraternal association, (2) manages a residence facility, (3) runs a dining service, and (4) conducts social entertainments for the benefit of its active members and alumni.

D. Motto

The overt motto is “Μή δοκεῖν ἀλλ᾽ εἶναι,” or in Roman transliteration, “Me Dokein All Eina,” meaning “Not to seem, but to be.” The phrase is taken from line 592 in the 467 B.C. play, Seven Against Thebes, by Aeschylus.

E. Office and Contact Information

The legal address for the Chapter is that of the lodge,

The Deke House
13 South Avenue, Ithaca NY 14850-3985
http://www.dke-cornell.org/
F. Tax Status

1) Federal
The Chapter is a tax exempt Social and Recreational Club in accordance with Title 26 U.S.C. (Internal Revenue Code) §501(c)7. The employer identification number (EIN) is 15-0287600 and the address of record is Ithaca NY per a group ruling letter issued to the Delta Kappa Epsilon Council in January 1943. See Appendix I for B. Reilly, Chief Employee Plans and Exempt Organizations, Support and Services Branch, IRS, letter to HWF, 5 May 1987.

2) New York State
The Chapter is recognized as a “not for profit” corporation by the Division of Corporation Records, NYS Department of State, in a letter (J. C. Aube) dated 23 April 1987.

G. Chapter Organization, Officers, Functionaries and Committees
The Chapter is governed by elected officers, elected or appointed functionaries and committees as set forth in the Bylaws, Article VII (Officers and Functionaries) and Article VIII (Boards and Standing Committees).

1) Elected Officers
The brothers elected to serve as officers of the Chapter have an ordinary title indicating a specific responsibility, and in some cases, a traditional Fraternity title that dates back to the early years of the Chapter. In addition, certain officers have a Greek letter appellation that is used in correspondence and in the formal proceedings of the chapter. The following officers are now serving:

- President (Pater Primus, Beta)
- Vice-President for House Management (Pater Secundus, Curator, Sigma)
- Vice-President for Risk Management (Mu-prime)
- Treasurer (Custos, Kappa)
- Master of Ceremonies & Pledgemaster (Pi)
- Steward (Delta)
- Two Rush Co-chairmen
- Two Social Co-chairmen

2) Functionaries
The following traditional positions are either elective or appointive:

- Scholarship Chairman
- Two Philanthropy Co-chairmen
- Orator (Eta)
- Poet (Epsilon)
- Guide #1 (Advisor to Beta, Mu)
- Guide #2 (Advisor to Beta, Nu)
- Recording Secretary (Scriba, Rho)
- Chorister
• Chaplain (Pope Cat)
• Sergeant-at-Arms
• Alumni Chairman
• Kitchen Manager
• Athletic Chairman
• Two Parent’s Weekend / Homecoming Co-chairmen
• Corresponding Secretary (Scriptor, Iota)
• Registrar (Alpha)
• Editor of the Delta Chi Deke & Alumni Relations Director
• Summer House Manager

3) Committees
The chapter commissions various standing and ad hoc boards and committees to administer defined functions. The traditional standing committees are the following:

• Executive Board (established circa 1900)
• Legislative Board
• Judicial Board
• Upper Class Committee

Refer to the Bylaws for the composition of said boards and committees.

H. Membership Categories
The Chapter recognizes five categories of undergraduate affiliation for purposes of billing: (1) pledge members, (2) resident active members, (3) non-resident active members, (4) affiliates and (5) non-resident non-members.

I. Financial Arrangements
The Chapter’s Treasurer (Brother Kappa) is responsible for the financial affairs of all Chapter departments. Procedures are in accordance with the Fraternity and Sorority Treasurer’s Guide published by the Cornell University Dean of Students, Office of Fraternities, Sororities and Independent Living (OFSIL). Cf. http://dos.cornell.edu/cms/greek/publications/upload/Treasurers-Guide.pdf

• The Chapter participates in the Cornell Bursar Billing Program. The Chapter’s Treasurer executes the Bursar Assignment Agreement on behalf of the Chapter and each member executes a Bursar Release Form. These instruments are filed with the University’s Office of the Bursar via the Office of Fraternities, Sororities, and Independent Living. In addition, residents of the lodge sign Fraternity/Sorority Residence Contracts that are filed with the University. Cf. http://dos.cornell.edu/cms/greek/upload/BURSAR-PROCEDURES.pdf

• Members are billed for housing, dining, social dues, chapter dues, parlor fees and room deposits. Receipts from these billings are transferred from the Cornell Bursar’s Office and deposited in the Chapter’s main checking account.

• The Chapter pays rent to the University for occupation and use of the lodge in accordance with a lease agreement that was executed on 5 June 1964. The rent is calculated on the basis of (1) projected maintenance costs with materials and labor...
supplied by or at the direction of the University and (2) the sum of $200 per year. Maintenance includes any structural repairs, renovation, improvement or equipment replacement that does not add residential capacity to the lodge.

- The Chapter is obliged to house thirty-six members of the University student body in accordance with the Group Housing Plan of Cornell University. Recent housing utilization has been in the order of 30 students.

- The Chapter pays suppliers directly for (1) utilities (electrical power, gas, telephone, internet access and cable television), (2) cleaning services, (3) Steward’s Department supplies, (4) replacement furnishings and appliances, (5) entertainment expenses, and (6) liability insurance. Water and sewer utilities, landscaping (lawn mowing), snow removal and trash removal vendors are paid through Cornell University accounts.

- The Chapter pays salary, payroll withholding taxes and worker’s compensation insurance premiums for one employee in the Steward’s Department.

- A University-approved professional accounting firm administers the Chapter’s operational accounts and provides the following services:
  - maintenance of the Chapter’s checking and savings accounts;
  - payment of billings for goods and services received;
  - preparation of monthly financial statements for the eight months when the University is in session;
  - preparation of a year-end financial statement;
  - annual preparation and filing of the following U. S. Internal Revenue Service Forms: Form W-4 (Employee’s Withholding Allowance Certificate), Form 990 (Return of Organization Exempt from Income Tax), and Form 990T (Exempt Organization Business Income Tax Return);
  - annual preparation and filing of the following New York State Department of Taxation and Finance tax forms: Form CT-13 (Unrelated Business Income Tax Return) and Form IT-2104 (Employee’s Withholding Allowance Certificate); and
  - annual preparation and filing of OMB Form I-9, Employment Eligibility Verification.

  The accountant also provides general advice and guidance with regard to preparation of the Chapter’s annual operating budget.

- The chapter’s fiscal year ends on 30 June.

J. Chapter House and Grounds

The 13 South Avenue property (City of Ithaca tax parcel #31-1-10) and the lodge thereon known as The Deke House (Cornell Facility #4719, Group House #10) are owned by Cornell University.

The lodge was built in 1893-94 on a Cornell University owned 75x125 foot plot at 13 South Avenue as a leasehold estate granted to the Chapter on 1 October 1893 (Tompkins County, Liber 141 Deeds 386-388) with an initial occupation term of fifty-years and two subsequent and conditional renewals of twenty-five years each. The property was expanded southward by a 5 foot strip in 1906 to allow for the addition of the south porch.
The property was further expanded eastward with a 75x133 foot parcel in 1910 to allow for or an east wing.

Financing for the structure was secured by the Delta Chi Association and serviced by income from Chapter operations. The lodge was surrendered to the University in 1964, thirty years before the term of the second unexecuted lease renewal was scheduled to expire.

1) Occupation Rights

The Chapter enjoys the right to occupy the lodge in accordance with (1) the Chapter’s 13 February 1961 “Application for Participation in [the Cornell University] Group Housing Program” of 26 April 1952 as amended on 24 January 1959, (2) the 20 April 1961 approval of the Chapter’s amended application by the Executive Committee of the Cornell University Board of Trustees (Ex. Com., 4/20/61, pp. 4021-22), (3) the 18 July 1963 conveyance of lodge and grounds to the University, and (4) an unrecorded 5 June 1964 lease of the property to the Chapter by the University.

See “ΔΧ of ΔΚΕ Research Note #42: Transcribed Documents, 1870 to Present” for transcriptions of the above instruments.

2) Residential Capacity

Refer to Cornell University Facilities Drawing, Building #4719, Space Inventory, for floor plans. By design the lodge houses thirty-six students with each resident having access to a study suite on the second floor and a bed chamber on the third floor. The Alumni Suite (Room 209 with bath) was originally reserved to accommodate visitors. On the second floor the eight rooms in the 1893/94 section of the building (#201 to #204, #208, #210 and #212), were intended to be three-man study suites and the six rooms in the 1910 wing (#211, #213, #214, #216, #218 and #220) accommodated two-man studies. The sleeping arrangements on the third floor are similar: eight 3-man bed chambers in the 1893/94 section (#301 to #304, #306, #308, #310 and #312) and six 2-man bed chambers (#309, #311, #314, #316, #318 and #320). A seventh bedroom (#307) can only comfortably accommodate one brother.

3) Historic and Landmark Certifications

- National Register of Historic Places. The lodge has been listed on this Register managed by the U. S. Department of the Interior’s National Park Service since 11 January 1991 consequent to a petition filed by the Delta Chi Association on 20 August 1988. The listing citation follows.

Deke House (added 1991 - Building - #90002144), 13 South Ave., Ithaca
Historic Significance: Event, Architecture/Engineering
Architect, builder, or engineer: Gibb, Arthur Norman, Miller, William Henry
Architectural Style: Romanesque
Area of Significance: Architecture, Social History
Period of Significance: 1875-1899, 1900-1924
Owner: Private
Historic Function: Domestic, Social
Historic Sub-function: Clubhouse, Institutional Housing
Current Function: Domestic, Social
Current Sub-function: Clubhouse, Institutional Housing

See [http://www.nationalregisterofhistoricplaces.com/NY/Tompkins/state.html](http://www.nationalregisterofhistoricplaces.com/NY/Tompkins/state.html)

- New York State Register of Historic Places. The lodge has also been listed on this Register managed by the New York State Office of Parks, Recreation and Historic Preservation since 3 December 1990 as a result of a collateral petition filed on 25 September 1988.

- City of Ithaca Local Landmark. The Deke House was designated as a Local Landmark in accordance with the City of Ithaca Landmarks Preservation Ordinance by unanimous approval of the City of Ithaca Common Council on 15 January 2003. See Planning and Economic Development Committee Item 9.1 (Local Landmark Designation of the Delta Kappa Epsilon Fraternity Lodge, 13 South Avenue, Resolution), Common Council Proceedings, Regular Meeting, 15 January 2003.

- Roosevelt Spruce Trees. These two trees (*picea abies*) standing on the west lawn are listed on The New York State Registry of Famous and Historic Trees administered by the New York State Department of Environmental Conservation, 50 Wolf Road, Albany NY 12233-4253.

- The Delta Chi Association is at present considering registration of the lodge on the Historic American Building Survey managed by the U. S. Department of the Interior’s National Park Service.

4) **City of Ithaca Operating Certifications and Permits**

The Chapter’s House Manager (Curator, Brother Sigma) is responsible for scheduling all inspections, correcting all discrepancies and filing all certifications in accordance with local law and University regulations. See Appendix J for images of certificates and permits in force at the date of the Handbook’s publication.

- City of Ithaca Building Department Certificate of Compliance. The Chapter’s House Manager is responsible for seeing that the Chapter schedules and passes all City inspections required to obtain this certification as required by Municipal Code §210-43. The Maximum Occupancy stated on the current certificate is sixty-six residents. The University’s Department of Environmental Health and Safety holds a file copy of the current certificate.


  The expiration date of the certificate is posted at [http://fsa.dos.cornell.edu/](http://fsa.dos.cornell.edu/).

- City of Ithaca Fire Department Operating Permit for Assembly Occupancy. The Chapter’s House Manager is responsible for seeing that the Chapter schedules and passes all inspections required to obtain this permit as required by Municipal Code §181-9. The University’s Department of Environmental Health and Safety holds a file copy of the current permit.
The current permit establishes the following Maximum Occupancy limits for assemblies. See Floor Plan Drawing, Bldg. 4719 Space Inventory, for room numbers.

<table>
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<tr>
<th>Building 4719</th>
<th>250</th>
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<tbody>
<tr>
<td>Parlor (Living Room) #101 w/ tables &amp; chairs</td>
<td>63</td>
</tr>
<tr>
<td>w/ chairs only</td>
<td>135</td>
</tr>
<tr>
<td>standing</td>
<td>190</td>
</tr>
<tr>
<td>Refectory (Dining Room) #106</td>
<td>50</td>
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<td>Chapter Room B09</td>
<td>50</td>
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<td>Basement Bar Area B01 Party</td>
<td>64</td>
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<tr>
<td>Basement Bar Area B02 Bar</td>
<td>44</td>
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<tr>
<td>Basement Bar Area B04 Link</td>
<td>30</td>
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<tr>
<td>Basement Bar Area B06 Tower</td>
<td>30</td>
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</table>

Cf. Chapter 181 (FIRE PREVENTION), § 181-9 (Operating permits for certain uses and materials; fees), http://ecode360.com/8389225

The expiration date of the permit is posted at http://fsa.dos.cornell.edu/.

5) Sanitation, Hygiene and Health Compliance

See Appendix G (Dining Service, Facilities and Appliances).

K. Insurance

1) Liability Insurance for the Chapter

Requirement. The Chapter is covered by a general liability insurance policy complying with Event Management Guidelines issued by the University’s Office of Fraternities, Sororities, and Independent Living (OFSIL).


Source. The Delta Kappa Epsilon Fraternity secures said policy for the Chapter through Willis of Nebraska, 800-736-4327.


Persons Insured and Conditions. In accordance with said Manual:

“The local undergraduate chapter that is chartered and recognized by the Fraternity when it obeys the laws of the institution, city, county, state and country in which it operates and the policies of Delta Kappa Epsilon Fraternity. Undergraduate chapter officers, executive committee, committee
chairman and members while performing the duties of elected or appointed positions within the organization.”

Premium. The premium for this coverage is assessed at the rate of $175 per annum for each undergraduate member.

Certificate. The Chapter’s liability insurance certificate is filed with OFSIL. The policy expiration date is posted at http://fnsa.dos.cornell.edu/.

2) **Property and Casualty Insurance for the Lodge and Grounds**

   The Chapter’s lodge and grounds are covered by the University’s Protected Self Insurance (PSI) program. Cf. http://www.risk.cornell.edu/insurance/psi.cfm

3) **Workers Compensation Insurance for Employees**

   The Chapter provides Workers' compensation insurance for its one salaried employee in accordance with the New York State Workers Compensation Law. Premiums for this coverage (Policy #763284-7) are paid to the State Insurance Fund (NYSIF). Cf. http://ww3.nysif.com/

4) **Personal Property Insurance for Members**

   Cornell University does not provide insurance coverage for student's personal property if it is damaged or stolen during their time at Cornell. Students should look to their parent's homeowners insurance policy or purchase a separate policy of their own providing coverage for their personal property. Cf. http://www.risk.cornell.edu/insurance/personal_property_insurance.cfm

L. **ΔKE Depository**

   The records, correspondence, publications and selected artifacts of the chapter are held in the ΔKE Depository (Collection #37-4-1535) maintained by the Cornell University Library’s Rare and Manuscript Collections Department, Carl A. Kroch Library, Ithaca NY 14853-5302, (607) 255-3530, under terms set forth in a formal Memorandum of Understanding dated 29 February 1988 and executed on 4 March 1988.

   See Guide to the Delta Kappa Epsilon Records, 1870-, Collection Number 37-4-1535, Division Of Rare And Manuscript Collections, Cornell University Library for a listing of the collection contents.

   http://hdl.handle.net/1813/17297

M. **Publications**

   The following publications are issued by the chapter.

   - Newsletter. The chapter publishes *The Delta Chi Deke* newsletter (ISSN #0895-5255, registered on 10 September 1987 with the Library of Congress National Serials Data Program) under the direction of an undergraduate editor and distributes same to all alumni and friends of Delta Chi. Printing and distribution are administered by the Stewart Howe Alumni Service. Back issues dating from Volume I, Number 1 (May 1935), are held in the ΔKE Depository.
Rush Book. The chapter contributes an entry that is published in the Interfraternity Council Rush Book in the fall of each year. This activity is coordinated by the Dean of Students Office of Fraternities, Sororities and Independent Living (OFSIL).

*Cornellian* announcement. The chapter provides photography depicting the lodge and brotherhood for this annual publication.

Christmas Cards. The chapter sends an annual Christmas greeting to all alumni and friends of the chapter.


N. **Trademarks and Emblems**

- Arms. The armorial bearings of the Delta Chi Chapter of Delta Kappa Epsilon are listed with the American College of Heraldry, Drawer CG, University of Alabama, Tuscaloosa AL 35486-2887, as Registration Number 715, effective as of 14 October 1987. See Appendix B for images and the following references.

An application for listing this insignia as a Collective Membership Mark on the Principal Register of the U. S. Patent and Trademark office is under consideration.

- Monogram. The Delta Chi Monogram is not currently registered with any authority. Refer to the corners of the 1907 Memorial Window #2 for images of the monogram.

O. **Employees**

The Chapter normally employs one salaried employee, the Steward’s Department cook during the school year. Waiters and dishwashers, typically two, are paid in board.

P. **University Affiliations and Contacts**

See Section 4 (Cornell University).
3. Delta Chi Association, Inc.

A. Association Legal Status

The Delta Chi Association was incorporated in the state of New York on 9 March 1888 pursuant to Chapter 267 of the 1875 Laws of the State of New York “to promote social intercourse among ourselves and other members of the Delta Chi Chapter of the Delta Kappa Epsilon Fraternity, to provide facilities for such intercourse, and in general to promote the welfare of said Delta Chi Chapter and of the Cornell University.”

The Certificate of Incorporation was filed and recorded with the Office of the Secretary of State, Albany, NY on 22 March 1888. The corporation was dissolved by the Secretary of State on 15 October 1952 for failure to submit a “Report of Existence” per §57 of the New York State Membership Corporations Law. The dissolution was annulled and the existence of the corporation was revived, reinstated and continued by a certificate duly filed with the Secretary of State on 30 April 1953. These records are held by the Division of Corporations and State Records, 162 Washington Avenue, Albany NY 12231-0001.

Transcriptions of these documents are in ΔΧ of ΔΚΕ Special Study #15: Delta Chi Association Articles of Governance and may be viewed at the following link: http://hdl.handle.net/1813/3419.

B. Bylaws

The Association is organized and administered in accordance with the “1999 Restated Bylaws of the Delta Chi Association” ratified by the Board of Directors and the assembled membership of the Association at the Annual Meeting conducted on 12 June 1999 in Ithaca NY. The text of the 1999 By-laws had been previously reviewed by the firm of True, Walsh & Miller, LLP, to insure conformance with Federal and State law.

A transcription of the Bylaws may be viewed at http://hdl.handle.net/1813/3419.

C. Objectives, Operations and Responsibilities

The Association provides the following services to the Chapter upon request and receipt of due consideration: (1) alumni contact and relations activities, (2) fund raising programs for both Cornell University and the Association, (3) organizational management counsel, (4) architectural, engineering and restoration consulting directed towards preservation of the chapter’s lodge, (5) historical research, and (6) provision of merit-based academic scholarships to active brothers.

D. Limitations

The Association does not directly operate or control the Chapter, but it exercises its advisory role during formulation of the Chapter’s annual budget, during ceremonial induction of new members and by communications with the various University departments.
E. Tax Status

1) Federal

The Association is a tax exempt public charity in accordance with Title 26 U.S.C. (Internal Revenue Code) §501(c)3 per Internal Revenue Service Determination Letter DLN #17053270016040 of 22 December 2000. The employer identification number (EIN) is 06-1444571 and the address of record is Ithaca NY. The legal name of this entity in the IRS Exempt Organizations database is “Delta Kappa Epsilon Alumni Assn.”

2) New York State

The Association is regarded as an active “Domestic Not-for-Profit Corporation” by the New York State Department of State in accordance with a Certification of Incorporation of Delta Chi Association filed on March 22, 1888.

NYS Exempt Organization Certification EX-225063 was issued to DELTA CHI ASSOCIATION on July 3, 2001 by the NYS Department of Taxation and Finance. The Association’s Treasurer has custody of New York State Form ST-119.1 (7/02), Exempt Organization Exempt Purchase Certificate. Cf. http://www.tax.ny.gov/bus/st/exempt.htm

F. Membership Categories and Dues

The Association recognizes three categories of affiliation for purposes of billing dues: (1) alumni who graduated from the University within the past three years, (2) alumni who graduated more than three years ago, and (3) senior alumni who have graduated more than fifty years ago. Members are assessed dues in accordance with the following schedule:

- First three years from graduation ....................... $30
- More than three years from graduation................. $75
- Graduation more than 50 years ago ..................... gratis grant of Honorary Membership upon receipt of completed annual card

The following Recognition Levels for alumni contributions to the Association are in effect.

- Delta Chi Society .......................................... $250 per annum or more
- Clifton Beckwith Brown Circle ....................... $750 per annum or more

G. Officers and Members of the Board of Trustees

See the most recently published Report of the Alumni Historian in the Cornell University eCommons@Cornell site for a current list of Board members and officers. http://ecommons.cornell.edu/handle/1813/3223

Association officers are sitting members of the Board: (1) President of the Association and Chairman of the Board, (2) Vice President and (3) Treasurer.
H. Financial Arrangements

- The Association’s Treasurer maintains checking and brokerage accounts as necessary, files federal and state tax returns, monitors Cornell University gift account activity, and submits annual and ad hoc reports to the Board.
- The Association Treasurer is authorized to approve and direct expenditures from the University’s DKE Gift Program account. See ¶4E
- The Association retains Stewart Howe Alumni Service for alumni contact and newsletter publication services.
- The Association addresses solicitations for membership dues and donations primarily to Alumni. These may be paid by check or credit card voucher and mailed to:
  
  Alumni Records Office, The Delta Chi Association, Inc.
  PO Box 876, Ithaca NY 14851-0876

  Stewart Howe Alumni Service services this mail drop, deposits funds received in the Association’s banking account and advises the Association Treasurer of the amounts credited.
- The Association awards scholarships to undergraduate members of the Chapter. These monies are drawn from the Association’s general funds.
- The Association’s fiscal year for accounting purposes ends on 30 June.
- Fundraising is reported on an annual basis for the year ending on 31 December.

I. Liability Insurance for the Association

Member of the Association’s Board of Trustees are covered by the same policy that the Fraternity secures for the Chapter. Terms, limits and conditions for the covered Association members are the same as those specified for the members of the Chapter. See ¶2K-1) above.


J. Meetings of the Board

- The Association officially convenes for an annual meeting once every year at the Deke House, 13 South Avenue, Ithaca NY 14850, on the Saturday occurring during the Cornell University Alumni Reunion.
- The Association conducts ad hoc telephone conferences as required throughout the year.

K. Publications and Programs

- The Association publishes a Chapter and Alumni Operations Handbook on an occasional basis. See Appendix D for a list of previous handbooks and links thereto at the Cornell University eCommons@Cornell site.
The Association files an annual meeting notice for publication in the Cornell Reunion Program with the Director, Class Programs, Office of Alumni Affairs, Alumni House, 626 Thurston Avenue, Ithaca NY 14850-2490, (607) 255-2390. The copy deadline is the first day of March in the year of the reunion meeting.

The Association sponsors a continuing project aimed at documenting the history of the undergraduate chapter. See Appendices C and D for a list of published material, studies and reports in progress. Unpublished and pre-publication material is described in Appendix E.
4. Cornell University

A. Founding
The University was formally established by the signature of Governor Rueben E. Fenton to Chapter 585, Laws of 1865, New York State Legislature, on 27 April 1865, as the State’s land grant institution under the U. S. Morrill Act of 1862. The first meeting of the Board of Trustees was held on the following day in Albany and included the Governor, Ezra Cornell and Horace Greeley.

B. Status
The University is a private, not-for-profit, co-educational, non-sectarian institution of higher learning. The principal mailing address is Cornell University, Ithaca NY 14853. The main switchboard number is (607) 255-2000. The federal EIN is 15-0532082.

C. Office of Fraternities, Sororities, and Independent Living (OFSIL)
This is the principal point of University contact for the Chapter and the Association.

- Policies: [http://dos.cornell.edu/greek/policies.cfm](http://dos.cornell.edu/greek/policies.cfm)
- Website: [http://dos.cornell.edu/dos/greek/](http://dos.cornell.edu/dos/greek/)

1) Associate Dean of Students
- Location: 538 Willard Straight Hall
- Phone: 607-255-2310
- E-mail: greeks@cornell.edu

2) Assistant Dean of Students, Facility and Finance
- Location: 535 Willard Straight Hall
- Phone: 607-254-5014
- E-mail: dlw5@cornell.edu

D. Compliance
University authorities responsive for regulation, inspection and certification of Chapter properties and functions include the following.

1) University Fire Marshal, Environmental Health & Safety
- Phone: 607-254-1627
- Fire Safety Pre-Inspection Tips
  [http://sp.ehs.cornell.edu/fps/fire-code-compliance/Pages/fs-tips.aspx](http://sp.ehs.cornell.edu/fps/fire-code-compliance/Pages/fs-tips.aspx)

2) Risk Management & Insurance
   1) Location: 395 Pine Tree Rd, Suite 220, Ithaca, New York 14850
   2) Phone: 607-254-1575 Fax: 607-254-8000
   3) E-mail: risk_mgmt@cornell.edu
   4) Website: [http://www.risk.cornell.edu/](http://www.risk.cornell.edu/)
E. University Resources

The following University organizations offer important resources for the Chapter and the Association.

1) Cornell Libraries ΔKE Depository
   Elaine D. Engst, Director & University Archivist
   Cornell Libraries, Division of Rare & Manuscript Collections
   2B Carl A. Kroch Library, Cornell University, Ithaca, NY 14853
   (607) 255-3530  ee11@cornell.edu

2) Cornell Libraries, eCommons@Cornell
   George Stanley Kozak, Digital Library Specialist
   Division of Library Information Technologies (DLIT)
   501 Olin Library, Cornell University, Ithaca, NY 14853
   607-255-8924  gsk5@cornell.edu

F. Financial Arrangements

Cornell University administers several accounts on behalf of the resident undergraduate chapter and the alumni society. Numbers below are redacted for security purposes.

- Account S38-38XX — Chapter Activity.
  This is a clearing account. Immediately prior to the beginning of each semester, Dining, Housing, Social and Dues fees are charged to individual student Bursar accounts. All of these bursar-billed transactions are captured as revenue in the chapter activity account. This revenue, minus Bursar service charge fees of 0.75% per transaction, is sent to Sciarabba-Walker & Co, LLP, CPA accounting firm who will use these funds to pay monthly house operating expenses for the semester. (See House Operating account description, below).

- Account S38-38XX — House Operating.
  This account is used to record expenses for house operations such as communications, utilities, trash removal, routine maintenance, and facilities reserve contributions. Each month, a detailed statement of charges to the account is sent to Sciarabba-Walker & Co., and the accounting firm, in turn, sends a check to Cornell to cover the expenses. This check is deposited into the house operating account.

- Account S38-39XX — Operating Reserves.
  Any surplus or deficit in the house operating account for the fiscal year ending June 30 will close to an operating reserve account. A surplus is generally moved from the operating reserve to the facility reserve. An operating deficit that closes to the operating reserve must be resolved and paid as soon after year-end as possible. Office of Fraternity and Sorority Affairs financial staff works with alumni and students to determine the best method for settling a deficit as quickly as possible.
- Account S38-18XX—Facility Reserves. This account is considered a savings account for capital improvements, at 13 South Avenue. The account is funded by budgeted monthly contributions from the house operating account. Spending decisions are made in collaboration with student officers, alumni officers, and Office of Fraternity & Sorority Affairs’ staff.

- Account S38-87XX—Gifts. Alumni contributions fund this account, which is used for capital improvements at 13 South Avenue. Funds are spent only with approval of the appropriate alumni officer.

- Account S38-87XX—Gift Program. Alumni contributions also fund this account, which is used for non-capital expenses such as educational or cultural programs, alumni reunions, training, etc... Funds are spent only with approval of the appropriate alumni officer.

The information in this section is courtesy of Mr. Dale L Williams, OFSIL.
Appendix A: Fraternity Arms, Flag, Pin and Recognition Badge
Appendix B: Delta Chi Chapter Arms, Color and Black & White
Appendix C: ΔΧ History Program Published Works —Bound Hardcopy

The author recounts the history of the design and erection of the lodge, architectural description
and analysis, history of the Roosevelt Spruce Trees, analysis of chapter’s Coat of Arms, study on
the Memorial Stained Glass Windows, and description of the restoration of the Refectory
Chimes.

Copies are located in the Cornell University Library (+LJ75/.315/ 1993Z), the DeWitt Historical
Society of Tompkins County (728.4 7655, accession #1994.9.1) 401 East State Street, Ithaca
14850) and the Library of Congress (Washington DC).

Articles of Governance —Effective and in Force on February 12, 1994. Ithaca NY: The Delta
Chi Association, 1993. 75 pages.
This typescript document publishes the statutory articles establishing and governing DELTA
KAPPA EPSILON FRATERNITY AT CORNELL UNIVERSITY, INC., 5 November 1883 (the
undergraduate chapter) and THE DELTA CHI ASSOCIATION, INC., 9 March 1888 (the alumni
organization). It includes a transcription the chapter’s Articles of Incorporation, the Chapter
Bylaws ratified on 9 April 1990, House Rules endorsed on 15 April 1990, a transcription of the
alumni association’s Articles of Incorporation, the Proposed Amendment to the alumni
association’s Bylaws, dated 20 November 1988, a study of chapter law and administrative
organization including the development of Bylaws, House Rules and disciplinary procedures,
and the history of chapter discipline as applied to fourteen miscreants.

A copy may be found in the Cornell Law Library, Myron Taylor Hall (call number LJ75 D39
D39 1994). This document has been superseded by a study of the same title dated 12 December
1994 and published in the Cornell University Library DSpace Open Access Repository. See
Appendix D.
Appendix D: ΔX History Program Published Works —Electronic Dissemination

The following documents published by the Delta Chi Association, Ithaca NY, may be accessed at the Delta Kappa Epsilon Fraternity History Collection of the eCommons®Cornell Open Access Repository: http://ecommons.library.cornell.edu/handle/1813/3223

**Primary Historical Studies**

The author recounts the Chapter’s founding in 1870, the conduct of meetings, literary exercises, social gatherings, involvement in University activities, and matters of internal discipline. The author identifies the first and second Halls of DKE (rented meeting chambers) in downtown Ithaca, the occupation of the first lodge on Ozmun Place in 1877 and the ultimate construction of the present lodge at 13 South Avenue in 1893. The author addresses rushing, pledging, dining, chapter customs, inter-fraternity affairs, fraternity politics within Delta Kappa Epsilon, incidents involving the undergraduate brothers and the exploits of alumni up until the year 1949. 13-May-2012 http://hdl.handle.net/1813/3235

*Historical Register of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University, First Edition (1994, Redacted)*
Membership register for the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University including (1) list of distinguished members, (2) list of Chapter presidents, (3) list of progenitors and legacies, (4) roll of members with birth date, initiation date and death date, and (5) alphabetical index of members. Birth dates of living members are deleted. 28-Dec-1994 http://hdl.handle.net/1813/14709

*Historical Register of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University, Second Edition*
Membership register for the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University including (1) roll of members with birth date, initiation date and death date, (2) list of distinguished members, (3) list of Chapter presidents, (4) list of progenitors and legacies, (5) specimen personal record blanks, and (6) alphabetical index of members. Birth dates of living members are redacted. 6-Feb-2011 http://hdl.handle.net/1813/22227

**ΔX of ΔΚΕ Special Studies**

*ΔX of ΔΚΕ Special Study #01: Pledging in 1967*
The author describes the form and substance of the Delta Chi Chapter Pledge Program as it was conducted in the late Nineteen-Sixties with details concerning bid signing, communal dining, date nights, flick (motion picture) reports, ΔΚΕ catechism, red and black balls, House projects, quiz nights and the pledge skit. Original of 1989, reformatted and revised. Oct-2005 http://hdl.handle.net/1813/3241
ΔΧ of ΔΚΕ Special Study #02: Delta Chi Chapter Cookbook, 1963-1987
The author describes cookery in the Cornell University chapter of Delta Kappa Epsilon as it was practiced during the post-World War II period, and particularly during the days when Mrs. Florence Lansdowne served in the Deke House kitchen. Recipes for various entrées, breads, desserts and party punches are recorded. Original of 1989, reformatted and revised.
29-Jun-2006  http://hdl.handle.net/1813/3242

ΔΧ of ΔΚΕ Special Study #03: Deke House Terms and Expressions, 1966-1970
The author tabulates terms and expressions used within the Delta Chi chapter of Delta Kappa Epsilon at Cornell University during the late Nineteen-Sixties. Original of 1989, revised, 12 January 1995, reformatted and revised.
02-Jan-2006  http://hdl.handle.net/1813/3254

ΔΧ of ΔΚΕ Special Study #04: The Roosevelt Spruce Trees
The author recounts the death of Brother Clifton Beckwith Brown ‘00 at the Battle of San Juan Hill on 1 July 1898, the 1899 visit of Governor Theodore Roosevelt ‘80 to Cornell University, and the dedication of the Deke House spruce trees in memory of the fallen soldier. Original of 1988, revised, 1993, reformatted and expanded.
02-Jan-2006  http://hdl.handle.net/1813/3255

ΔΧ of ΔΚΕ Special Study #05: Memorial Stained Glass Windows
The author describes the eight opalescent stained glass windows found within the lodge of the Delta Chi Chapter of the Delta Kappa Epsilon Fraternity at Cornell University. The two 1907 Memorial Windows are attributed to the studio of Frederick Stymetz Lamb. Original of 1993, revised and reformatted.
07-Aug-2006  http://hdl.handle.net/1813/3443

ΔΧ of ΔΚΕ Special Study #06: Chapter Arms and Motto
The author reviews the armorial bearings of the Delta Kappa Epsilon Fraternity and the Delta Chi chapter at Cornell University. Blazons and pictorial renditions are considered. The Greek mottos of the Fraternity and the chapter are discussed in detail. A glossary of pertinent heraldic terms is included. Original, 1993, revised to add illustrations, 26 Nov 2005, and reformatted.
06-Jul-2006  http://hdl.handle.net/1813/3258

ΔΧ of ΔΚΕ Special Study #07: Artifacts, Furnishings and Memorials
The author tabulates the various artifacts, furnishings and memorials connected with the Delta Chi chapter of Delta Kappa Epsilon at Cornell University. The illustrated listing includes items located in the 13 South Avenue Deke House and in the ΔΚΕ Depository of the Cornell University Library, Division of Rare and Manuscript Collections. Original, 1993, revised and illustrated, 22 Jul 2006; revised and expanded.
20-Dec-2011  http://hdl.handle.net/1813/3313
ΔΧ of ΔΚΕ Special Study #08: Overt Mottos of the DKE Fraternity and Chapters
Overt mottos of the Delta Kappa Epsilon fraternity and thirty-five of the constituent ninety-six chapters are translated from the Greek into English. Origins of selected mottos are identified.
24-Jun-2011  http://hdl.handle.net/1813/23086

ΔΧ of ΔΚΕ Special Study #09: John DeWitt Warner
The life of ΔKE Brother John DeWitt Warner ‘72 is recounted with a brief chronology and transcriptions of several published biographies. Warner was a distinguished statesman, attorney, classics scholar and patron of the arts. He provided critical leadership to the Delta Kappa Epsilon Fraternity during the period of centralization circa 1881-1890 and to the Delta Chi Chapter at Cornell University when the 13 South Avenue lodge was conceived and finally dedicated in 1893.
Original, 2 Jan 2006; reformatted, 3 Jul 2006; expanded to add CAN article (1899).
01-Apr-2011  http://hdl.handle.net/1813/3256

ΔΧ of ΔΚΕ Special Study #10: ΔKE Poems and Songs
Three historically significant poems and a selection of popular Delta Kappa Epsilon song lyrics are presented.
28-Jul-2006  http://hdl.handle.net/1813/3367

ΔΧ of ΔΚΕ Special Study #11: Architectural Drawings and Artistic Renderings of the Chapter’s Lodge
The author tabulates the various architectural drawings, lithographic sketches and one oil painting that depict the lodge of the Delta Chi chapter of Delta Kappa Epsilon at Cornell University. The paper is illustrated with selected floor plans, elevations, sketch images and photography.
23-Jul-2006  http://hdl.handle.net/1813/3315

ΔΧ of ΔΚΕ Special Study #12: Registry of Distinguished Members
Delta Chi Dekes who have won notice and acclaim in war and peace are listed with biographical data. Citations include transcriptions of death notices from the Cornell Alumni News, headlines from the New York Times, and links to articles in Wikipedia. Third revision.
13-Apr-2013  http://hdl.handle.net/1813/3257

ΔΧ of ΔΚΕ Special Study #13: ΔX of ΔKE Special Study #13: The Cornell Deke House — A History of the 1893 Lodge
The design, funding, erection and significance of the 1893 lodge as represented in material previously published in petitions to list the building on the National Register of Historic Places, on the New York State Register of Historic Places, and as a City of Ithaca Local Landmark, are described.
Revised and expanded, 13 Aug 2006; revised to add appendices on 1893 deed and 1946 renewal agreement, and reformatted.
15-Mar-2011  http://hdl.handle.net/1813/3447

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ΔΧ of ΔΚΕ Special Study #14: Scholastic Performance in the Post-WWII Deke House
Scholastic performance of the Cornell Dekes during the post-war period as reported by the Cornell University Registrar’s Office, resident academic advisors and the fraternity’s own pronouncements is recorded.
31-May-2013 http://hdl.handle.net/1813/33353

ΔΧ of ΔΚΕ Special Study #15: Delta Chi Association Articles of Governance
Transcriptions of the primary articles of governance for the Delta Chi Association (Certificate of Incorporation and ratified Bylaws) are presented. The facsimile image of a superseded “Constitution of Delta Chi Alumni Association of D.K.E.” is included for the historical record.
02-Aug-2006 http://hdl.handle.net/1813/3419

ΔΧ of ΔΚΕ Special Study #16: DKE Lodge Refectory Chimes
Restoration of a J. C. DEAGAN, INC. (Ravenswood and Berteau, Chicago IL) Model 504 “Type 10 Door Chime” system installed in the foyer of the Cornell University Deke House is described. The instrument’s original chime sequences were established by reverse-engineering the salvaged electromechanical controller and consulting with factory experts. A missing chime tube was replaced, a new valance was fabricated, and the control mechanism was rebuilt with a modern programmable controller.
10-May-2008 http://hdl.handle.net/1813/10775

ΔΧ of ΔΚΕ Special Study #17: Chapter Letters (ΔKE Quarterly)
Transcriptions of selected letters by the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University that were published in The Delta Kappa Epsilon Quarterly (later The Deke Quarterly) during the years 1883 to 2001 are presented. Incidental articles and death notices are included.
07-May-2013 http://hdl.handle.net/1813/33213

ΔΧ of ΔΚΕ Special Study #18: Early Histories of the Chapter
Transcriptions of four early histories of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University are presented. The 1893 Corner-Stone Address, the 1894 Early History and the 1910 Catalogue preface are the works of Brother John Dewitt Warner ‘72. These writings span the Chapter’s founding, the erection of the 13 South Avenue lodge and the 1910 addition to that structure.
23-July-2006 http://hdl.handle.net/1813/3316

ΔΧ of ΔΚΕ Special Study #19: Pledge Class Research Tasks, 1987-88
The author presents transcriptions of the Delta Chi Chapter of Delta Kappa Epsilon Pledge Program Research Tasks for 1987 (thirty-seven tasks) and 1988 (twenty tasks), all directed towards investigations of the chapter’s history since founding in 1870. Subjects include source material inventories, activities of the brotherhood, architectural studies, searches for lost memorials, and alumni issues.
27-Au-2006 http://hdl.handle.net/1813/3475

ΔΧ of ΔΚΕ Special Study #21: Annual Chapter Letters, 1920-1934
Abridged transcriptions of twelve annual letter pamphlets issued by the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University during the years 1920 to 1934 are presented.
The financial condition of the Cornell Deke House during the Nineteen-fifties and -sixties is followed using data from monthly statements prepared by the Chapter’s accountants. The results of two fund raising campaigns are presented.

ΔΧ of ΔΚΕ Special Study #23: Delta Chi Association Organization and Leadership
The officers of the Delta Chi Association, Inc. (1888), the alumni organization for the Delta Chi Chapter of the Delta Kappa Epsilon Fraternity at Cornell University, are identified based on fraternity publications and surviving correspondence. Obituaries and death notices are included.

ΔΧ of ΔΚΕ Special Study #24: Spring Weekend 1966, ΔΚΕ House Party Photograph
A photograph of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University House Party held during Spring Weekend, May 1966, is recorded with identifications of the participants.

ΔΧ of ΔΚΕ Special Study #25: Composite Chapter Photographs, ΔΧ of ΔΚΕ, Nineteen-fifties
Four composite photographs of the brothers of the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University from the Nineteen-fifties (1952, 1953, 1954 and 1957) are reproduced. Communications to establish the identities of those imaged and reproduction permissions are recorded.

ΔΧ of ΔΚΕ Research Note #39: The Jack Wieser Photograph
A group photograph of Cornell Dekes taken in the vicinity of Ithaca NY, possibly Monkey Run in Cornell Plantations, circa 1948 is documented.

Articles of Governance Delta Chi Chapter of Delta Kappa Epsilon

Articles of Governance: Effective and in Force on December 12, 1994
Transcriptions of the primary articles of governance for the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University (Certificate of Incorporation, Bylaws and House Rules) and the Delta Chi Association (Certificate of Incorporation and Proposed Bylaws) are presented. Historical studies on (1) the evolution of chapter organization, law and discipline, and (2) applications of formal expulsion, suspension and censure are included.
**Articles of Governance: Effective and in Force on 29 January 2009**
Transcriptions of the primary articles of governance for the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University (Certificate of Incorporation, Bylaws and House Rules) are presented. Historical studies on (1) the evolution of chapter organization, law and discipline, and (2) applications of formal expulsion, suspension and censure are included.
7-Feb-2009  [http://hdl.handle.net/1813/11800](http://hdl.handle.net/1813/11800)

**Catalogs of ΔKE Material in the Cornell University Archives**

**Catalogs of Photography, Documents and Artifacts: Delta Chi Chapter of Delta Kappa Epsilon ΔKE Depository**
Catalogs #1 to #6, inclusive, listing materials held in the ΔKE Depository (Collection 37-4-1535), Cornell University Libraries, Division of Rare and Manuscript Collections, Carl A. Kroch Library, Ithaca NY 14853-5302, and in the Cornell University Deke House, 13 South Avenue, Ithaca NY 14850, are presented. Collected material includes chapter meeting minute books, accounting and initiation records, news letters (The Delta Chi Deke) photography, lithographs, rushing brochures, booklets, postcards, sheet music, alumni correspondence and various artifacts (fraternity jewelry, cigar box, etc.)
05-Jan-2004  [http://hdl.handle.net/1813/3347](http://hdl.handle.net/1813/3347)

**Guide to the Delta Kappa Epsilon Records, 1870-, Collection Number 37-4-1535, Division Of Rare And Manuscript Collections, Cornell University Library**
Catalogs #1 to #8, inclusive, listing materials held in the ΔKE Depository (Collection 37-4-1535), Cornell University Libraries, Division of Rare and Manuscript Collections, Carl A. Kroch Library, Ithaca NY 14853-5302, and in the Cornell University Deke House, 13 South Avenue, Ithaca NY 14850, are presented. Collected material includes chapter meeting minute books, accounting and initiation records, news letters (The Delta Chi Deke) photography, lithographs, rushing brochures, booklets, postcards, sheet music, alumni correspondence and various artifacts (fraternity jewelry, cigar box, etc.)
13-Aug-2010  [http://hdl.handle.net/1813/17297](http://hdl.handle.net/1813/17297)

**Reports of the Alumni Historian**

**Collected Reports of the Alumni Historian: Delta Chi Chapter Of Delta Kappa Epsilon, 1987 to 1996**
Annual reports of the Alumni Historian for the years 1987 to 1996, inclusive, excepting 1992, are presented. Reports describe efforts to collect historical materials, to augment the ΔKE Depository collection of the Cornell University Libraries, to restore Deke House artifacts, to obtain historical registrations for the chapter’s lodge and grounds, and to publish historical studies.
19 May 1996  [http://hdl.handle.net/1813/3389](http://hdl.handle.net/1813/3389)
Report of the Alumni Historian, 2006
The Alumni Historian recounts activities for FY2006: (1) conversion of the Association’s historical materials to electronically accessible format, (2) the finding of Brother Clifton Beckwith Brown’s burial site in Ohio, (3) the status of new studies on Brothers John DeWitt Warner ‘72 and Webb Cook Hayes ‘76, (4) progress on a study of ΔKE chapter mottoes, and (5) a projection of work for the coming year.
10-Jun-2006 http://hdl.handle.net/1813/3390

The Alumni Historian recounts activities for FY2006-07: (1) publication of twenty-five DKE historical studies and administrative reports on the Cornell University DSpace site, (2) assembly of seventeen unpublished research notes, (3) tabulation of errata in previously released work, and (4) listing of several miscellaneous items.
03-Jun-2007 http://hdl.handle.net/1813/7626

The Alumni Historian recounts activities for FY2007-08: (1) publication of DKE Special Study #16, “DKE Lodge Refectory Chimes,” (2) shipment of archival materials (Collection #7) to the Cornell University Libraries Division of Rare and Manuscript Collections, (3) publication of Brother Christopher Michael Scannell’s remembrance of his MCB Quantico VA roommate, 1st Lt. Matthew R. Vandergrift USMC, (4) cataloging a picture of those brothers attending the 5 April 2008 memorial service for Brother Donald Alford Weadon, Jr. ‘67, and (5) correction of errata in two previously released historical works.
21-May-2008 http://hdl.handle.net/1813/10836

Report of the Alumni Historian, 2009
The Alumni Historian recounts activities for FY2008-09: (1) the Chapter Bylaws and House Rules were revised and republished at the direction of the undergraduate members, (2) an image of a picture of Clifton Beckwith Brown ‘00 was obtained, and (3) images provided by Brother John Rast Hubbard ‘65 were collected.
06-Jun-2009 http://hdl.handle.net/1813/12880

Report of the Alumni Historian, 2010
The Alumni Historian recounts activities for FY2009-10: (1) completion of Special Study #21 and publication of the 1994 Historical Register, (2) completion of Special Studies #08 and #17 save for proofing, (3) updating of Research Notes #05 and #06, (4) release of new Research Notes #19, #20 and #21, (5) work on Wikipedia articles, (6) re-cataloging materials in the Cornell University Libraries, (7) communications with Playboy Enterprises, and (8) results of a study of current Deke House jargon. Work planned for the forthcoming year is described.
30-May-2010 http://hdl.handle.net/1813/15069

Report of the Alumni Historian, 2011

08-Jun-2011  http://hdl.handle.net/1813/22956

The Alumni Historian recounts activities for FY2011-12: (1) revisions and new editions of established studies, (2) distribution of new Research Notes, (3) dealings with the U. S. Library of Congress, Cornell University Library and Vantine Imaging regarding memoirs, gifts and records, (4) proposals related to the University’s program to control fraternity pledging, (5) status of the Aviators Memorial Committee, (6) status of the Clifton Beckwith Brown Tablet Committee, (7) plans for the forthcoming fiscal year, (8) list of chapter officers elected during the spring 2012 term, (9) composition of the Delta Chi Association Board, (10) chapter headcount and legacy statistics, (11) proposed resolutions by the Alumni Historian, (12) account of Delta Chi Deke Aviation Fatalities, (13) Class of 1944 data, (14) list of forty-five research notes to date, (15) miscellaneous data and errata, and (16) summary of chapter kitchen and dining operations.

08-Jun-2012  http://hdl.handle.net/1813/29011

Chapter and Alumni Operations Handbooks
All Chapter and Alumni Operations Handbooks contain basic reference data concerning the Delta Kappa Epsilon Fraternity, the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University, the Delta Chi Association and Cornell University.

11-Nov-1988  http://hdl.handle.net/1813/3396
04-Dec-1989  http://hdl.handle.net/1813/3409
12-Feb-1994  http://hdl.handle.net/1813/3580
11-Mar-1995  http://hdl.handle.net/1813/3314
05-Dec-2006  http://hdl.handle.net/1813/3931
Appendix E: ΔX History Program—Unpublished Research Notes

A series of forty-eight unpublished and one published ΔX of ΔKE Research Notes have been prepared. These collections, generally preliminary and frequently updated, include some copyright controlled material.

- Note #01: Brother Webb Cook Hayes ‘76 (1856-1934).
- Note #03: Queen of the Woods.
- Note #04: Kappa Beta Phi.
- Note #05: Playboy Magazine and the Cornell Dekes.
- Note #06: Anti-coedism Philosophy and Mores.
- Note #07: Anti-coedism Philosophy and Mores.
- Note #08: Brother Fred Baker ‘74 (1854-1938).
- Note #09: Brother Jordan Honecker Lamb 1939 Bequest.
- Note #10: Restoration of Memorial Windows & LaBonte Dedication.
- Note #11: Brother Jordan Eugene Strong ‘93 Memorial Window.
- Note #12: Volkswagen Crossing on the Fall Creek Suspension Bridge.
- Note #13: Dinner for Two.
- Note #14: Communal Dining in the Cornell Deke House.
- Note #15: World War II.
- Note #16: Deke Aviation Losses, Military.
- Note #18: Newspaper and Magazine Clippings (1930-1949).
- Note #19: Ingersoll 1918 Memorial Booklet.
- Note #20: Cornelius Vanderbilt 3rd.
- Note #21: Books By and About Cornell Dekes.
- Note #22: Brothers in the Armed Services, Post-Vietnam War.
- Note #23: Ingersoll 1918 Memorial Booklet.
- Note #24: Mysterious Deke.
- Note #25: Thievery by Sigma Phi.
- Note #26: Brothers in the Armed Services, Post-Vietnam War.
- Note #27: House Renovations of the Nineteen-Sixties.
- Note #28: Famous Dekes.
- Note #29: Famous Dekes.
- Note #30: Famous Dekes.
- Note #31: Famous Dekes.
- Note #32: Famous Dekes.
- Note #33: Famous Dekes.
- Note #34: Famous Dekes.
- Note #35: Famous Dekes.
- Note #36: Famous Dekes.
- Note #37: Famous Dekes.
- Note #38: Famous Dekes.
• Note #39: The Jack Wieser Photograph. 07-May-2013  http://hdl.handle.net/1813/33214
• Note #40: George Lauriston Walsh, Jr. AΔΦ 1961 (1938-1993).
• Note #41: Rifle Fire in the Cornell Deke House.
• Note #42: Transcribed Documents. 1870 to Present.
• Note #43: Barnoski’s Fall.
• Note #44: Charles Andrew Tang.
• Note #45: Vintage Vendors, Inc.
• Note #46: ΔKE Alumni Dinner at the Algonquin Hotel, 1976.
• Note #47: Room Assignments 1966-67 to 1969-70.
• Note #48: Cornell Dekes and the Cornell Widow.
• Note #49: Contact Data for Deke History Program.

These notes are available as private correspondence upon e-mail request directed to the Association’s Alumni Historian: bill.fogle@cox.net.
Appendix F: Vendor List and Contact Information

Vendors cited below bill to Delta Kappa Epsilon at Cornell University, Inc. (the undergraduate chapter) c/o Sciarabba Walker & Co., LLP, for goods and services unless otherwise noted. Account numbers and access codes are held by the Chapter’s president and treasurer, and by the Chapter’s accounting services firm.

Alumni Relations, Directory and Editorial Services

*Editorial, Publication and Distribution for the Delta Chi Deke*
Stewart Howe Alumni Service (bill to Delta Chi Association)
3109 N. Triphammer Rd., Lansing NY 14882
Tel: (607) 533-9200 Fax: (607) 533-9218
Contact: Dorothy H. Wysocki, Advancement Services Coordinator
(607) 533-9200, ext. 224, dorothy.wysocki@stewarthowe.com

*Alumni Address Data Base*
Stewart Howe Alumni Service (bill to Delta Chi Association)

*Alumni Address Data Base*
CornellConnect Cornell University Office of Alumni Affairs
[http://cornellconnect.cornell.edu/](http://cornellconnect.cornell.edu/)

Archival Supplies.

Light Impressions (bill to Delta Chi Association)
P.O. Box 787, Brea, CA 92822-0787
Tel: (800) 828-6216 Fax: (800) 828-5539
[http://www.lightimpressionsdirect.com/](http://www.lightimpressionsdirect.com/) info@lightimpressionsdirect.com

Communications Services

*Discussion Group Service*
GoogleGroups.com
Delta Chi Association Board of Directors
DX-DKE-BoD@googlegroups.com

*Telephonic Conference Call Service*
FreeConference.com

*Website*
The Delta Chi chapter of Delta Kappa Epsilon at Cornell University
IP Address 107.21.223.101
WebMaster: Stephen Philip Spagnola 2010
Financial Services

Accounting Services.
Sciarabba Walker & Co., LLP, Certified Public Accountants
202 East Buffalo Street, Suite 202, Ithaca NY 14850
Mail: PO Box 788, Ithaca NY 14851
Tel: (607) 272-5550
http://www.sciarabbawalker.com/
Contact: Ms. Susan Kirkpatrick, (607) 272 5550 x124, sak@sciarabbawalker.com

Banking Services (Checking and Savings Accounts)
Tompkins Trust Company
PO Box 460, Ithaca, NY 14851
Tel: (607) 273-3210 Toll free: 1-888-273-3210
http://www.mandtbank.com/

Banking Services (Checking and Savings Accounts, Delta Chi Association)
M&T Bank
P.O. Box 767, Buffalo NY 14240-0767
https://www.mtb.com/

Investment Services (Delta Chi Association)
GDH Capital Corp.
250 Carleton Ave., East Islip, NY 11730

Food Stuffs, Comestibles and Kitchen Supplies

Student Management Corp.
2255 Triphammer Road, Triphammer Mall, Ithaca, NY 14850
607-257-0000 Fax: 607.257.0001
http://www.studentmgmt.com/
Contacts: Marcia Pass map@studentmgmt.com
          Connie Krause connie@studentmgmt.com

Dairy Products
Cornell Dairy, Department of Food Science
Cornell University, 116 Stocking Hall, Ithaca, New York 14853-7201
Tel: 607-255-7616 or 607-255-3272
cornelldairy@cornell.edu

Meats & Paper Products
Maines Paper & Food Service
101 Broome Corporate Parkway, Conklin, NY 13748
Tel: 607-779-1200 800-366-3669 (toll free)
http://www.maines.net/index.cfm
Produce & Condiments  
Cortland Produce  
150 Johnson Road, Freeville, NY 13068  
Tel: 607-708-8029  855-327-4258 (Toll free) Fax: 607-708-8032  
http://cortlandproduce.com/  
Contact:  Beth Powers, bethpowers.cp@live.com

Keck’s Food Service  
2796 Route 328, Millerton, PA 16936  
Tel: 800-245-5325 (toll free)  
http://kecksfoodservice.com/  
Contact:  Julie Spencer, JSpencer@kecksfoodservice.com

Serendipity Catering  
90 Danby Road, Ithaca NY 14850  
Tel: (607) 273-2145, (607) 279-1093 Fax: (607) 273-2177  
http://www.serendipitycatering.biz/  
Contact:  Ms. Stephanie Kolzbaur serendipitycatering@htva.net

Insurance, Liability and Workers’ Compensation  
Willis of Nebraska, Inc.  
10707 Pacific St., Ste 200  
Omaha, NE 68114  
(402) 498-0464  (800) 736-4327  
Contact:  Trude Smouse tsmouse@willis.com

New York State Insurance Fund (NYSIF)  
Binghamton Office, Bldg. 16, 2001 Perimeter Rd. East, Endicott, NY 13760-7390  
Document Control Center: NYSIF, One Watervliet Ave Ext, Albany NY 12206-1649  
http://ww3.nysif.com/  
Contact:  Terri Belfiore, Underwriter, (607)741-5076, tbelfior@nysif.com

Legal Services  
Miller Mayer, LLP (bill to Delta Chi Association)  
Bank of America Building, 7th Floor  
Mail: PO Box 6435, Ithaca, New York 14851-6435  
Phone: (607) 273-4200  
Contact:  Elena Salerno Flash esf@millermayer.com

Lodge Utilities and Services  
Electrical Power and Gas Service  
New York State Electric & Gas (NYSEG)  
NYSEG Customer Service: PO Box 5240, Binghamton, NY 13902-5240  
http://www.nyseg.com/  
Contact:  1-800-572-1111
**Water and Sewer Service**  
City of Ithaca Water & Sewer Division  
510 First Street, Ithaca NY 14850  
Tel: (607) 272-1717  
Contact: Camille Little [clittle@cityofithaca.org](mailto:clittle@cityofithaca.org)

**Cable Television and Internet Service**  
Time Warner Cable  
519 West State Street Ithaca, NY, 1-877-892-2220  
Customer service: 1-877-636-3278  

**Telephone (Land Lines)**  
Verizon Communications Inc.  
PO Box 33076, St. Petersburg, FL 33733  
Payments: Verizon. PO Box 15124, Albany, NY 12212-5124  
Contact: 1-800-837-4966  

607-272-4948 – House phone $50-$51/month (Code 291)  
607-272-6052 – Kitchen phone $47.25/month (Code 993)  
607-275-3353 – Alumni phone $69-$70/month (Code 060)  

$50/month reimbursed by Alumni

(607) 272-4948: Delta Kappa Epsilon, 13 South Ave, Ithaca, NY 14850  
(607) 272-6052: F Landsdowne, 13 South Ave, Ithaca, NY 14850-3907  
(607) 275-3353: Verizon landline from Ithaca, NY

**Solid Waste Removal Service, Recycle & Special Pick-up**  
R5 Operations, Facility Services  
Cornell Recycle Center, 251 Solidago Road, Ithaca NY  
Tel: (607) 254-1666, [recycle@cornell.edu](mailto:recycle@cornell.edu)  
[http://r5.fs.cornell.edu/](http://r5.fs.cornell.edu/)  
Contact via: Tim Anderson, Sr. Facilities Manager (OFSIL)  
607/255-1242, [ta19@cornell.edu](mailto:ta19@cornell.edu)

**Landscape and Snow Removal Services**  
Mr. Outside  
PO Box 110, Trumansburg, NY 14886  
(607) 387-5296  
Contact: Jamie [MrOut1@aol.com](mailto:MrOut1@aol.com)
Kitchen Stove Hood Fire Extinguishing System, Inspection and Service (Biannual)
G & H Fire Extinguishers
3286 Krums Corners Rd., Ithaca, NY 14850
(607) 273-6580
Contact: abcfire@stny.rr.com

Cleaning Services, Common Areas & Kitchen
Wishful Necessities
40 Highgate Circle, Ithaca, NY 14850
Contact: Scott Paul Pedersen ZΨ, Cell 607-339-1382, spp7@cornell.edu & scottie-P@juno.com

Cleaning Service
Southern Tier Commercial Cleaning, Inc. [Discontinued, Jan 2010 to Feb 2012]
PO Box 414, Spencer, NY 14883
Tel: 607-589-7828 Fax: 607-589-7841
http://www.stcclean.com/
Contact: Jeff Grover jgrover@stcclean.com

Memorial Tablets, Castings and Name Plates.
Bronze Castings (bill to Delta Chi Association)
International Bronze Plaque Manufacturers & Designers Ltd.
810 Willis Avenue, Albertson, New York 11507
Tel: (800) 227-8752, (516) 248-3080 Fax: (516) 248-4047
http://www.internationalbronze.net/

Door Name Plates.
A&B Awards and Engraving
311 North Meadow Street (Route 13 North), Ithaca NY 14850-3224
Tel: (607) 272-3944 Fax: (607) 272 3974
http://www.abawards.com/ info@abawards.com
Contact: Mr. Brian O’Donnell

Photographic Services
Composite
Vantine Imaging, Inc. (formerly Edward Vantine Studios, Inc.)
PO Box 220, Hamilton NY 13346
Tel: (315) 824-3136, (888) 639-9806
http://www.vantine.com/

Social
Picture This
206 Dryden Road, Ithaca NY 14850
Tel: (607) 277-6223
Architectural (bill to Delta Chi Association)
Jon Reis Photography
141 The Commons Ithaca NY 14850
Tel: (607) 272-1966
http://www.jonreis.com/
Appendix G: Dining Service, Facilities and Appliances

1. Lodge Dining Capacity.
   a. Refectory (Room 106): Four tables with chairs seating forty, total.
   b. Kitchen (Room B08): One table seating one.

2. Meals Served and Customs.
   Breakfast, weekdays: none.
   Breakfast, weekends: none.
   Lunch, weekdays (Monday-Thursday), 11:00 AM to 2:00 PM.
   Lunch, weekends: none.
   Dinner, weekdays (Monday-Thursday), 6:00 PM.
   Dinner, weekends (Sunday only), 6:00 PM.
   Fare, Lunches: A soup and a main dish. Main dishes typically include buffalo chicken wraps on Tuesdays and calzones on Thursdays. Mondays and Wednesdays are usually different. Other dishes include gyros, macaroni and cheese, and pad Thai. Every lunch, a breakfast burrito or hamburger can be obtained by request.
   Fare, Dinners: Italian, Mexican and Asian are typical.
   Beverages, all meals: milk, fruit juices (orange & apple), iced tea and carbonated soft drinks.
   Dress code for brothers dining: No hats.
   Customs: No swearing or cell phone allowed.

3. Staffing (full time and casual).
   a. One cook, salaried: Travis Ferrell
   b. Two dishwashers.

4. Appliances Located in Pantry (Room 107), 1st Floor Level.
   Beverage Dispenser.
   SERVEND (Manitowoc Beverage Systems, Sellersburg, IN) Post-mix Countertop Electric/ Juice Dispenser, Model CEV-301, s/n 03KT0340741.

   Bread Toaster.
   TOASTMASTER (McGraw Electric, Boonville, MO) Bread Toaster, 4-Slice, Model D1050B, s/n 442A.

   Dishwasher.
   JACKSON MSC, INC. (Enodis, Barbourville KY), Electrically Heated Round Dishmachine, Model 10AB, s/n 43416.
   Manual:
Ice Maker.
MANITOWOC (Sellersburg IN) Undercounter Ice Cube Machine, Model QY0214A, s/n 991062455.
Manual:

Microwave Oven.
SHARP ELECTRONICS CORP. (Mahwah NJ), Countertop Microwave Oven, Model R-230KW Carousel (800 W), s/n 615199.
Manual:

Microwave Oven.
GENERAL ELECTRIC CO. (Louisville KY), Countertop Microwave Oven, .7 Cu. Ft. Capacity, Model JES737WM02 (700 w), S/N ZR398581U.
Manual:

Milk Dispenser.
NORRIS DISPENSERS, INC. (Plymouth MN), Refrigerated Milk Dispenser, Model N-15-5M Super Manhattan, s/n 14685R.

Refrigerator.
ARCTIC AIR (Broich Enterprises, Inc., Eden Prairie, MN), 22 cu. ft., One-section Reach-in Refrigerator, Model R22CWF6, s/n WA12101690.
info@arcticairco.com

Salad/Sandwich Cold Service Unit.
TURBO AIR (Carson CA) 48” Sandwich Salad Prep Cooler, Model MST-48, s/n MST-48M54T611041.

5. Appliances Located in Kitchen (Room B08), Basement Floor Level.

Coffee Maker.
BUNN-O-MATIC CORPORATION (Springfield IL) Low Profile Pourover Coffee Brewer with 3 Lower Warmers, Model VP17-3, s/n VP17158617.
Manual:

Convection Oven.
SOUTHBEND (Middleby Corp., Fuquay-Varina, NC). Nameplate illegible.
http://www.southbendnc.com/index.html

Freezer.
McCALL REFRIGERATION (Manitowoc, Parsons TN), Model MCCF25-5, s/n 1008152001076.
Freezer.
MANITOWOC Koolaire. Nameplate may be behind unit.

Fryer, Deep Fat.
FRYMASTER/DEAN (Manitowoc, Shreveport, LA) 43 lb., Tube-type Gas-fired Fryer, Model SR42GN, s/n 1110MA0513.

Grill.
STAR MANUFACTURING INTERNATIONAL INC. (St. Louis MO) Gas-fired Charbroiler Grill, Model STAR-MAX 6036CBB, s/n 6L360224.

Milk Dispenser.
SILVER KING (Minneapolis MN) Imperial Bulk Milk Dispenser, Model SK2IMP, s/n SRB39657M.

Mixer.
HOBART CORP. (Troy OH) Mixer, Model A200, s/n 11-271-254.

Range/oven.

Refrigerator.
MANITOWOC 2-door stainless reach-in roll-in refrigerator, Model AV2S, s/n 990670038.

Refrigerator.
U/I. Nameplate may be behind unit.

6. Vendors for Foodstuffs, Supplies and Laundry Services. See Appendix F.

7. Schedule of Board Charges. Refer to House Treasurer.

8. Food Safety Regulation.

Steward’s Department food preparation and service facilities are not regulated by any county, city or University agency with respect to (1) sanitation and hygiene standards, (2) kitchen, pantry and food storage space inspections, and (3) food safety training. This has been confirmed by communications from the Tompkins County Health Department, Cornell University Dining Services and the Office of Fraternity, Sorority and Independent Living (OFSIL).
Note that Cornell University Dining staff is trained and certified using the National Environmental Health Association's (NEHA) Food safety materials which are based on the FDA Food Code as are the National Restaurant Association (NRA) ServSafe® materials. Some Cornell fraternities require, in their contracts with cooks or chefs, that the cook hold a current Food Safety certification. Cooks and stewards in the Cornell fraternity system are invited to take a course at Managers Level or Handlers Level with Cornell Dining Services for a fee of $60.

Training Materials available

Videorecording: ServSafe steps to food safety
ILR Library (Ives Hall) TX911.3.S3 S472 2004 CD-ROM Shelved at ILR circulation desk.

ILR Library (Ives Hall) TX531 .F5677x 2000

Mann Library TX531 .J77 1992

Available on Inter-library loan:


The USDA also has a number of online resources:
Appendix H: Lodge Systems, Appliances and Furnishing

Furnace Room Equipment

The following equipment was installed in 2007. See Cornell University Planning, Design and Construction Drawings, Project 86800, Facility 4719, June 22, 2007. Only principle equipment items are listed here.


Fire Safety Equipment

The Lodge’s dry-pipe fire sprinkler system was installed by Grinnell, Inc., during the fall of 1967. Distribution extends to all interior spaces in the building.

Fire detection devices consist of (1) “local” audible alarming smoke detectors and (2) “system” devices that trigger local audible alarms and signal the EH&S alarm monitoring station in Barton Hall. The following detectors are installed in the lodge.

Basement Spaces

Furnace room: “system” heat detector

Hallway: “system” smoke detectors and manual fire alarm pull stations

First Floor Common Rooms

Hallways: “system” smoke detectors and manual fire alarm pull stations
Second Floor Rooms
   Hallways: “system” smoke detectors and manual fire alarm pull stations

Third Floor Rooms:
   Bedrooms: “local” audible alarming smoke detectors
   Bedroom closets: “system” heat detectors
   Hallways: “system” smoke detectors and manual fire alarm pull stations

Installed in kitchen range hood: ANSUL (Marinette, WI) Model R-102 Wet Chemical Fire
   Suppression System, s/n S242463.
   Specifications, Data Sheet and Owner’s Manual: https://www.ansul.com/

Entertainment Equipment
   Scientific Atlanta (Lawrenceville, GA) Explorer 4250HDC Set-top.
   Sherwood (Incheon, Korea) RD-7405HDR 7.1ch Surround Sound HD Radio Receiver.
   Sony (Tokyo, Japan) STR-DH100 2-Channel Stereo Receiver.
   Suzuki DG-502P Digital Grand Player.

Laundry Equipment
   TBD

Building Security Systems
   TBD

See the following ΔΧ of ΔΚΕ Special Studies for other House furnishings and equipment.

   ΔΧ of ΔΚΕ Special Study #07: Artifacts, Furnishings and Memorials
      20-Dec-2011 http://hdl.handle.net/1813/3313

   ΔΧ of ΔΚΕ Special Study #16: DKE Lodge Refectory Chimes
      10-May-2008 http://hdl.handle.net/1813/10775
Appendix I: Internal Revenue Service Tax Classification Letters

Delta Kappa Epsilon Fraternity at Cornell University, Inc.

[Image of a letter from the Internal Revenue Service to the Delta Kappa Epsilon Fraternity at Cornell University, Inc., discussing their tax classification status and providing information on their EIN.]

Dear Mr. Fogle:

This is in response to your letter of April 13, 1987 regarding information on the above-referenced fraternity.

Our records show that your fraternity was determined to be exempt from Federal income tax under section 501(C)(7) of the Internal Revenue Code, pursuant to the group ruling letter issued to your parent organization, Delta Kappa Epsilon Council, in January 1943. Your correct legal name and employer identification number (EIN) as reflected on our records is:

Delta Kappa Epsilon, Inc.
Delta Chi Chapter
EIN: 15-0287600

We have no record of the other three names mentioned in your letter.

You should continue to file your annual Form 990 information returns using the name and EIN indicated above.

We hope that this information will be helpful to you. If you have any questions regarding this matter, please refer them to the person whose name appears in the heading of this letter.

Sincerely yours,

Barbara Reilly
Chief, Employee Plans and Exempt Organizations Support and Services Branch
Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in section 509(a)(2).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make
Appendix J: City of Ithaca Certificates and Permits

Building Department Certificate of Compliance (2012)

CITY OF ITHACA
108 East Green Street   Ithaca, New York 14850-5690

BUILDING DEPARTMENT
Telephone 607/274-6508    Fax 607/274-6511

July 13, 2012

RE: Certificate of Compliance for 13 South Avenue

Dear Sir or Madam:

Attached is a Certificate of Compliance, which is based on the conditions as observed on inspection of the premises on June 28, 2012, and is being issued effective that date, for your property at 13 South Avenue. This certificate is issued at this time with the following conditions attached:

1. This building is equipped with fire protection equipment (i.e.: smoke detectors and/or fire detection or alarm systems) which is required under existing City and State building codes. As property owner it is your responsibility to ensure that this equipment is maintained and periodically tested according to manufacturer's specifications and NFPA requirements.

2. This building is equipped with a sprinkler system which is required under Article 4, Section 55, Paragraph 4 and Section 57 of the Multiple Residence Law. As property owner it is your responsibility to ensure that this equipment is maintained and periodically tested according to manufacturer's specifications and NFPA requirements.

The issuance of this Certificate of Compliance does not imply compliance with the Fire Code of New York State, nor with Chapter 181 of the Code of the City of Ithaca. This building is therefore not approved for gatherings of more than forty-nine (49) persons unless the building can meet the requirements of the codes listed in this paragraph. The Ithaca Fire Department is the authority having jurisdiction of places of public assembly and the codes cited in this paragraph. If the owner wishes to use this building for public assembly functions of more than forty-nine (49) persons, the Ithaca Fire Department must first certify this building for such use. THIS IS AN ANNUAL REQUIREMENT.

*NOTE #1: Maximum capacity under the Housing Code of the City of Ithaca is as follows:

Sixty-six (66) persons (maximum)

MAXIMUM OCCUPANCY IS LIMITED TO 66 PERSONS. OWNER MAY DISTRIBUTE WITHIN THAT LIMITATION INDIVIDUALS/PERSONS AS LISTED ABOVE.

In compliance with the City of Ithaca Housing and Zoning regulations, it is the responsibility of the property owner to contact the Building Department to schedule a new housing inspection prior to the expiration of the current Certificate of Compliance.

Sincerely,

Phyllis Kadke
Building Commissioner

Attachment

"An Equal Opportunity Employer with a commitment to workforce diversification."
Ithaca Fire Department Operating Permit for Assembly Occupancy

City of Ithaca Fire Department
310 West Green Street
Ithaca, NY 14850
Phone: 607-272-1234
Fax: 607-272-2793
Email: firemarshal@cityofithaca.org

Operating Permit for Assembly Occupancy

Permit Number: P-175-2012-0044-OP-AO
Expiration Date: 03/31/2013

Delta Kappa Epsilon
13 South Ave
Ithaca, NY 14850

Description:

A valid operating permit is required by the City of Ithaca Municipal Code §181-9 for specific occupancies which include Assembly Occupancies. Operating Permits are revocable for cause. This Operating Permit is non-transferable and expires on the date indicated above.

Authorizing Signature

Date 3/21/12
Ithaca Fire Department
Code Enforcement Division
310 W. Green St.
Ithaca, NY 14850

Office of the Fire Marshal
Phone 607-272-1234
Fax 607-272-2793

MAXIMUM OCCUPANCY FOR THIS BUILDING
ROOM - SPACE - FLOOR - BUILDING

IS 250 PERSONS
PERMITTED WITHIN THIS ASSEMBLY SPACE. NYSUFPBC, SEC. 1164.2

DBA Delta Kappa Epsilon
LOCATION 13 South Ave

THIS SIGN MUST BE CONSPICUOUSLY POSTED AT ALL TIMES.

IT IS THE RESPONSIBILITY OF THE MANAGER OR PERSON IN CHARGE TO ASSURE THAT THE OCCUPANT LOAD DOES NOT EXCEED THIS NUMBER.

ISSUED BY Issue Date PERMIT #
Fire Marshal - City of Ithaca 06/05/02 97-07495

PERMIT EXPIRES ONE YEAR FROM ISSUE DATE

THIS PERMIT IS VALID PROVIDED THAT THE PREMISES IS COMPLIANT WITH SUBCHAPTER C OF THE NEW YORK STATE UNIFORM FIRE PREVENTION AND BUILDING CODE, AND SECTION 181 OF THE CODE OF THE CITY OF ITHACA.

REFERENCE NUMBER 01-538

revised 11/00
Appendix K: Insurance Certificates

New York State Insurance Fund Worker’s Compensation

New York State Insurance Fund
Workers’ Compensation & Disability Benefits Specialists Since 1914
2001 PERIMETER ROAD EAST, BUILDING 10, ENDICOTT, NEW YORK 13708-7390
Phone: (607) 447-6265

CERTIFICATE OF WORKERS’ COMPENSATION INSURANCE

DELTA KAPPA EPSILON
C/O SCARABBA WALKER & CO
P.O. BOX 788
ITHACA NY 14851

POLICYHOLDER
DELTA KAPPA EPSILON
C/O SCARABBA WALKER & CO
P.O. BOX 788
ITHACA NY 14851

CERTIFICATE HOLDER
DELTA KAPPA EPSILON FRATERNITY
AT CORNELL UNIVERSITY INC
13 SOUTH AVENUE
ITHACA NY 14850

POLICY NUMBER E 763 284-7
CERTIFICATE NUMBER 481871
PERIOD COVERED BY THIS CERTIFICATE 06/07/2012 TO 06/07/2013
DATE 3/29/2013

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 763 284-7 UNTIL 06/07/2013, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS’ COMPENSATION UNDER THE NEW YORK WORKERS’ COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW.

IF SAID POLICY IS CANCELLED, OR CHANGED PRIOR TO 06/07/2013 IN SUCH MANNER AS TO AFFECT THIS CERTIFICATE, 10 DAYS WRITTEN NOTICE OF SUCH CANCELLATION WILL BE GIVEN TO THE CERTIFICATE HOLDER ABOVE. NOTICE BY REGULAR MAIL SO ADDRESSED SHALL BE SUFFICIENT COMPLIANCE WITH THIS PROVISION. THE NEW YORK STATE INSURANCE FUND DOES NOT ASSUME ANY LIABILITY IN THE EVENT OF FAILURE TO GIVE SUCH NOTICE.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

[Signature]
DIRECTOR INSURANCE FUND UNDERWRITING

This certificate can be validated on our web site at https://www.nyisf.com/cert/valid.asp or by calling (888) 975-5790
VALIDATION NUMBER: 559630987

U-26.3

52
### Willis of Minnesota General Liability Insurance

**ACORD CERTIFICATE OF LIABILITY INSURANCE**

**PRODUCER:** (800)776-4527   **FAX:** (800)328-0227
Willis of Minnesota, Inc.
10707 Pacific Street, Ste 200
Omaha, NE 68114

**INSURED:** Delta Kappa Epsilon Fraternity
PO Box 8360
Ann Arbor, MI 48107

**INSURERS AFFORDING COVERAGE**

<table>
<thead>
<tr>
<th>Insurer A</th>
<th>Landmark American Insurance Co</th>
<th>NAIC #</th>
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<tbody>
<tr>
<td>Insurer B</td>
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<td></td>
</tr>
<tr>
<td>Insurer C</td>
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<td></td>
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**COVERAGES**

The policies of insurance listed below have been issued to the Insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.

<table>
<thead>
<tr>
<th>Policy Period</th>
<th>Policy Expiration</th>
<th>Limits</th>
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**GENERAL LIABILITY**

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<tbody>
<tr>
<td>LHA108221</td>
<td>$1,000,000</td>
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</tbody>
</table>

- Each Occurrence $1,000,000
- Personal Injury $1,000,000
- Products-Contract $1,000,000

**AUTOMOBILE LIABILITY**

<table>
<thead>
<tr>
<th>Policy Number</th>
<th>Limits</th>
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</thead>
<tbody>
<tr>
<td>LHA108221</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>

- Combined Single Limit $1,000,000

**WORKERS’ COMPENSATION AND EMPLOYERS’ LIABILITY**

- Each Accident $300,000
- Total SIR Excess $2,500

**Certificate Holder**

ALL RECOGNIZED UNDERGRADUATE CHAPTERS, COLONIES AND HOUSE CORPORATIONS OF DELTA KAPPA EPSILON FRATERNITY EXCEPT THE DELTA PHI, ALPHA PHI, BETA TAU, PHI ALPHA, ALPHA TAU CHAPTERS

**Authorized Representative**

Edward (Ned) Kirklin/BECKY

**ACORD 25 (001/06)**

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**Author/Creator**
Fogle, Homer William, Jr. 1948-

**Title**

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Cornell University, Delta Kappa Epsilon
Deke House (Ithaca N.Y.) --History
Delta Kappa Epsilon --History
Handbooks, vade-mecums, etc.

**Summary/Abstract**
Reference data pertaining to the Delta Kappa Epsilon Fraternity, the Delta Chi Chapter of Delta Kappa Epsilon at Cornell University, the Delta Chi Association and Cornell University are tabulated. Appendices address (1) Fraternity symbols, (2) Chapter symbols, (3) History Program bibliographies, (4) vendor contact data, (5) inventories of Dining Service facilities and appliances, (6) inventories of lodge systems and equipment, and (7) facsimile images of tax classification letters and insurance certificates.

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