

Frequently Asked Questions

When are GNA Meetings?

GNA Meetings are typically held four times per year, or twice a semester. The dates are announced in advance, and are usually in September, November, February and April. A representative, usually the house manager, is required to attend. A member of your house corporation board is always encouraged to attend as well.

Do you provide training for House Managers?

Yes. House Manager Training is held in January, when the majority of chapters elect new leaders. If you are elected at another time of year, please contact Kylie Corcoran in the Office of Greek Affairs to receive training.

House Managers are asked to meet 1-1 with someone in the office twice a year to go over issues, concerns, or new projects. A signup sheet is available at House Manager Training, and in the fall semester.

What should I do if I was just elected as House Manager?

House Managers should make the Office of Greek Affairs aware they will be serving in this capacity as soon as they are elected, before they take on the role officially. It is important that House Manager's contact information is always on file, up to date, and correct.

What can go in my chapter's dumpster?

The only thing that can go in your chapter's dumpster is things that can be placed in a trash bag. No furniture, mattress, carpet, tree branches, or construction materials can be placed in your dumpster. Cardboard may be broken down and placed next to your dumpster.

It is also important that you use your chapter's assigned dumpster. They are placed on a schedule for removal based on the number of residents in your facility and typical waste output.

If you have electronics, gasoline, or mini-fridges to throw away, please contact Cindy Jackson in the Office of Solid Waste Management and Recycling.

My chapter put furniture by our dumpster. Why is this a violation of GNA policy?

House Managers and other chapter leaders are expected to maintain an aesthetically pleasing Greek community. Because chapters in our community pay money for use of the dumpsters, if it used

incorrectly or there are materials blocking it, it cannot be removed. Therefore, the schedule of emptying becomes interrupted, or machines can be broken. When your chapter throws away something that is not meant for your dumpster, there must be consequences to influence this incorrect behavior.

Where can I put furniture that I need to throw away?

All items that cannot go in your chapter's assigned dumpster (furniture, mattress, carpet, tree branches, or construction materials) can be placed in the Wreck Lot. The Wreck Lot is located behind the Alpha Xi Delta house at the end of Sixth Street next to the highway. During the year, the Wreck Lot stores material for Homecoming and other Greek Events. To access the lot, enter 150 on the key pad, retrieve the key, and then reenter 150 to return the key for the next user. If the Wreck Lot roll off is full, please call the Office of Greek Affairs.

During Homecoming, Move In, and Move Out, roll-off dumpsters are placed throughout the Greek Sector. You can put items that typically go in the Wreck Lot in these dumpsters.

What should I do with cardboard?

Cardboard must be broken down and left neatly beside the dumpsters for proper removal. It cannot contain food, plastic, or other material. Pizza boxes should always be thrown away in the dumpster.

Can my chapter recycle?

The GNA just started a Recycling Pilot Program in the Greek Sector. You can contact either of the GNA Chairs, or Kylie Corcoran in the Office of Greek Affairs to get involved. Your chapter will have a designated drop-off location on Monday mornings for plastic and aluminum. Your chapter can receive bags for recycling for free if you participate.

My chapter has trash on our lawn. Why is this a violation of GNA policy?

House Managers and other chapter leaders are expected to maintain an aesthetically pleasing Greek community. The Greek sector is a part of campus, therefore, the general appearance of the Greek sector is a reflection of the campus as a whole. It is for this reason that a well maintained Greek sector is not only important, but a necessity.

The Greek Affairs Coordinator checks each fraternity and sorority facility for lawn maintenance, general cleanliness, and proper dumpster use on a daily basis. Each issue observed is documented through the Greek Affairs system and an email is sent to the chapter leadership, explaining the items which need attention. Chapter properties are to be free from trash and debris by 7:00am each morning.

My chapter has a poorly maintained lawn. Why is this a violation of GNA policy?

House Managers and other chapter leaders are expected to maintain an aesthetically pleasing Greek community. The Greek sector is a part of campus, therefore, the general appearance of the Greek sector is a reflection of the campus as a whole. It is for this reason that a well maintained Greek sector is not only important, but a necessity.

This includes overgrown plants and weeds, grass that needs to be cut, and hedges that need trimmed. Each chapter must send a lawn care plan to Kylie Corcoran each semester to show how they plan on addressing the maintenance of their property, and are held accountable to it.

If your chapter is interested in collective bargain pricing, or is interested in an outside contractor to complete this service, please contact the Office of Greek Affairs.

My chapter wants to start a new construction project. Do we need to get approval?

Whenever you begin a new project both inside, and especially outside of your facility, you need to let the Office of Greek Affairs know. There are expectations for the outside of your facility placed on the Greek Sector by Georgia Tech and requirements for the inside of your property to be up to code. In addition, if another chapter recently completed a similar project, they might have good contact information for a vendor.

How do we schedule a fire inspection or fire drill?

Chapters in the Greek Sector need to complete THREE fire drills per year. One in the summer (if the house has residents), one in August (immediately after rush), and one in January (during and immediately after rush). Kylie Corcoran in the Office of Greek Affairs will schedule the Drill for your chapter. You need to click on the link sent out and CONFIRM the time of your Drill. That representative (usually a house manager or chapter president) must submit their contact information to confirm.

Chapters in the Greek Sector need to complete TWO fire inspections per year. One in the middle of the fall semester, and one in the middle of the spring semester. Kylie Corcoran in the Office of Greek Affairs will prompt you to sign up for an inspection for your chapter. You need to click on the link sent out and SELECT the time of your Inspection. That representative (usually a house manager or chapter president) must submit their contact information to confirm.

My chapter is having an event and we are building a stage (or other structure). Who do we need to contact?

Due to the partnership between the City of Atlanta and the Georgia Tech Fire Marshal's office, you need to let a few people on campus know of your plans so they can approve them in order to keep your members and guests safe. These contacts include Kylie Corcoran (kylie@gatech.edu), Aleece Foxx (aleece.foxx@ehs.gatech.edu), and Larry Labbe (larry.labbe@ehs.gatech.edu).

I need a contact for a plumber, or other service vendor.

Many times during the semester, the Greek Affairs office is contacted by house managers or advisors who are looking for contact information for outside companies to address projects in their facilities. If you have good contact information for an outside service provider, please submit it directly by visiting: <http://goo.gl/2tbZCi>. Similarly, as you need various services, please feel free to request them from the Office of Greek Affairs (kylie@gatech.edu).

I am looking for a place to live this summer. Is there a list of openings?

The majority of houses in the Greek Sector are privately owned by House Corporations for the individual chapters. The Office of Greek Affairs does not operate a process for boarders to live in the Greek Houses. If you are interested in a spot, you should contact individual chapters to pursue an opening. You can also email kylie@gatech.edu and she can pass your contact information on to every chapter.