



Office of Fraternity and Sorority Life – Fall 2020 Service Plan August 17, 2020

Program Area:

Interfraternity Council
Multicultural Greek Council
National Pan-Hellenic Council
Panhellenic Council
Fraternal Programming Board
Faculty/Staff Inquiries
General Inquiries

Contact Person

Stephen Hopson, Delaney Logan
Elisa Oliver, Lezlie Blair
Elisa Oliver, Lezlie Blair
Stephen Hopson, Delaney Logan
Lezlie Blair, Delaney Logan
Cara Jenkins
email FSL@wcupa.edu & call 610-436-2117

Contact Protocol:

- Calls – 610-436-2117 to administrative assistant who will then forward to staff and/or take messages to be returned
- Staff are not permitted to meet in person with anyone – please schedule a virtual meeting using the contact preferences below.

Cara Jenkins, Senior Director

- 1) email cjenkins@wcupa.edu
 - 2) phone 610-436-3513 (direct)
 - 3) To schedule a virtual meeting - <https://calendly.com/cjenkinswcu>
- *Cara will then email you a zoom meeting invite to confirm

Stephen Hopson, Associate Director

- 1) email shopson@wcupa.edu
 - 2) phone 610-436-2117
 - 3) To schedule a virtual meeting - <https://calendly.com/shopson>
- *Stephen will then email you a zoom meeting invite to confirm

Elisa Oliver, Assistant Director

- 1) email eoliver@wcupa.edu
- 2) phone 610-436-2117 (administrative staff will forward inquiries)
- 3) To schedule a virtual meeting – send staff member email to find mutual time, Elisa will then email you a zoom meeting invite to confirm

Delaney Logan, Graduate Assistant

- 1) email DL942115@wcupa.edu
- 2) To schedule a virtual meeting – send staff member email to find mutual time, Delaney will then email you a zoom meeting invite to confirm

Lezlie Blair, Graduate Assistant

- 1) email LB828377@wcupa.edu
- 2) To schedule a virtual meeting – send staff member email to find mutual time, Lezlie will then email you a zoom meeting invite to confirm

Communication Commitments:

- While staff are not in the office, each will utilize the Jabber communication system for calls to be forwarded to this application on their computer/devices.
- You can expect a turnaround on all email requests for virtual meetings within one business day.

In-Office Staff Assignments:

	Monday	Tuesday	Wednesday	Thursday	Friday
Cara	8-4		8-4		Staff available virtually.
Elisa		1-4		1-4	
Stephen		8-12		8-12	
Delaney		9-12	1-4		
Lezlie			1-4	1-4	

