Alpha Gamma Delta
Zeta Beta Chapter
New Member Education Plan
Spring 2023

Vice President of New Member Experience
Phoebe Baraker

Director of New Member Programming
Cate Droogan

Director of New Member Engagement
Emily Rosenberg

President
Anisha Gadensky

Contact Information
Phoebe Baraker, VPNME, (201) 566-8065, phb224@lehigh.edu
Cate Droogan, NMP, (203) 914-5639, cjd224@lehigh.edu
Emily Rosenberg, NME, (973) 524-1987, epr225@lehigh.edu
Anisha Gadensky, President, (908) 202-6576, ang324@lehigh.edu
ALPHA GAMMA DELTA PURPOSE

To gain understanding that wisdom may be vouchsafed to me.
To develop and prize health and vigor of body.
To cultivate acquaintance with many whom I meet.
To cherish friendships with but a chosen few and to study the perfecting of those friendships. To welcome the opportunity of contributing to the world’s work, in the community where I am placed, because of the joy of service thereby bestowed and the talent of leadership multiplied. To honor my home, my country, my religious faith.
To hold truth inviolable, sincerity essential, kindness invaluable.
To covet beauty in environment, manner, word and thought.
To possess high ideals and to attain somewhat unto them.

This shall be my purpose that those who know me may esteem Alpha Gamma Delta for her attainments, revere her for her purposes, and love her for her womanhood.

Mission of New Member Education (NME)

The mission of the Alpha Gamma Delta Embark program and our New Member Education is to connect our new members to the chapter and the members who are in the chapter, to build affinity in our new members with Alpha Gamma Delta as an international and historical organization, and to set expectations for our new members as to what it means to be a purposeful member of Alpha Gamma Delta. We also wish to familiarize new members with the policies, standards, and customs of Alpha Gamma Delta and our chapter. We will help them understand the customs of Lehigh and our chapter’s unique involvement in the Greek system. We will strive to initiate effective communication among the new member class and between the new member class and active members of our chapter. Most importantly, we will provide new members with a memorable and enjoyable experience that will make them as comfortable as possible in their new home, Alpha Gamma Delta.

Alpha Gamma Delta Hazing Policy

Alpha Gamma Delta cares about each and every one of our members. That is why Alpha Gamma Delta has a zero tolerance policy towards hazing of any kind. Alpha Gamma Delta’s official hazing policy is as follows:

“Hazing is defined as any action taken or situation created intentionally, whether on or off Fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include creation of excessive fatigue, physical or psychological shocks; wearing apparel publicly which is conspicuous and not normally in good taste; engaging in public stunts and jokes; morally degrading or humiliating games and activities; late night sessions which interfere with scholastic activities; and any other activities which are not consistent with the Alpha Gamma Delta Constitution and Standing Rules, The Ritual or Fraternity policy, or the regulations and policies of the educational institution, state or province. Hazing by individual members, new members or chapters of Alpha Gamma Delta is prohibited. For chapters, failure to comply with this Standing Rule shall result in disciplinary action. For
individual members and new members, failure to comply with this Standing Rule shall be deemed non-support of the standards of the Fraternity and shall result in disciplinary action.”

The Lehigh University Office of Fraternity and Sorority Affairs Hazing Prevention page can be found here.

Expectations of New Members

New members will be expected to attend all events planned for new members. In order to be initiated, all new members must complete the Embark Program, mandated by the Alpha Gamma Delta Fraternity. New members must pass the Initiation Exam and complete Plaid TightRope, which includes educational programming on sexual misconduct, alcohol and drugs, hazing, mental health, and inclusive practices. Alpha Gamma Delta requires new members to complete Fraternity Wellness Education during their Embark Experience, which is meant to provide intentional, relevant education to help members navigate potentially harmful situations. New members will always be welcomed and encouraged to spend time with active sisters. When new members are not at new member meetings, they will be encouraged to return to their normal routine and work on their schoolwork. It is very important to Alpha Gamma Delta that the New Members enter into a routine that allows them to focus on their schoolwork and obligations, as well as on the Embark Programming.

   New Member required events include ritual, Embark programming, and events that all active members are required to attend. All other events will be optional for new members.

   New members will receive an Epsilon Pi Journey Workbook during their first week. This handbook contains information about Alpha Gamma Delta’s history, philanthropy and values. Information from this booklet that is covered on the Initiation Exam will be highlighted throughout the program.

   New members will be asked to participate in the Embark path to guide her personal development based on the values of Alpha Gam members. The goal is to have new members gain new skills and experiences by participating in an online module and group discussion for each of six values. The programs are as follows:


Scholarship Expectations

Academics will always be a first priority for new members. They will be encouraged to spend time on or around campus with both new and active members studying and doing work together. New members will be placed into “Scholarly Squirrel” groups according to their major; these groups span across all member classes and can be used as an academic resource. In order to be initiated, new members must have a prior semester GPA of at least 2.5.
Expectations of Active Members

Active members will be expected to take a primary role in the new member education process. They will be expected to familiarize themselves with the NME plan prior to recruitment. They will be invited to join new members in all activities. They will be expected to make the new members feel welcome. Hazing will NOT be tolerated. Any sister caught or accused of hazing will immediately be subject to the Alpha Gamma Delta membership change procedures, at which time disciplinary action may be taken.

Expectation of Alumnae

Alumnae will be invited to join our chapter for all appropriate activities during the new member education process. They will be encouraged to review the NME plan prior to recruitment and provide any feedback they may have. Alumnae will not be allowed to haze and must adhere to the same policies set forth by Alpha Gamma Delta and Lehigh University.

Sister-Mother Program

Eligible sister-mothers will be assigned their sister-daughters after the welcome event. This will be revealed to the new members during the New Member Formal Pledge Service. According to Alpha Gamma Delta, and consistent with the values of our chapter, we encourage our new sister-mothers to serve as a mentor and role model to sister-daughters. All eligible sister-mothers will be required to complete a questionnaire and reflect on what the responsibilities of a sister-mother are in order to better improve their abilities as a mentor and resource for their sister-daughter. (You must be in good standing and have at least a 2.5 GPA for the Fall 2022 semester in order to be considered an eligible sister-mother). All eligible sister-mothers will also be required to go through Sister-Mother Training facilitated by Phoebe Baraker, Vice President New Member Experience. This short training will outline the responsibilities of being a sister-mother.

Interactions with other Chapters and Campus Organizations

New members will be expected to act respectfully towards all others on campus. They should live by the Alpha Gamma Delta Purpose at all times, particularly when they are interacting with others. They will be encouraged to attend non-Greek events, such as sporting events, philanthropy events, lectures, and other campus-wide events in an effort to expand their horizons on campus, if university health and safety guidelines allow. Activities with other organizations will take place throughout the new member education period, in order to encourage new members to meet a variety of new people on Lehigh’s campus.
Monday, January 30th

**Chapter House, Time tbd based on new member schedules**

Phoebe will introduce new member education, go over the Embark experience, give a schedule of meetings, and give a master contact list of all members in the chapter. Phoebe will answer any questions they have at this time. New members will then fill out a google form with their contacts for Phoebe’s records. Caroline Morgan, VP of Finance, will discuss the financial obligations with the new members. At this time new members will complete their AGD new member registration and gain access to the Embark modules. At this time, Rose 1: I Belong, Rose 2: I Care and I Belong/I Care in Fraternity Wellness Education will be assigned to be completed by Tuesday’s and Wednesday’s meeting. Martha Bosworth, VP Chapter Wellness will explain our Health and Safety policies to the new members and provide campus resources. Phoebe will further explain what it means to be in Alpha Gam and how we represent ourselves as a chapter.

*New Member attendance is required.*

Tuesday, January 31st

**Chapter House, Time tbd based on new member schedules**

New members will participate in the Formal Pledge Service, the first of the Embark programming rituals, where they will be given their sister-mother(s) and new member pins. Following the ritual they are invited to small breakout rooms with their Sistermother and her lineage to get to know more members of the chapter. After, Phoebe will go over Rose 1. New Members will fill out Big-Little informational sheets, which will provide the Big-Little matching committee with helpful information to create successful Big-Little matches.

*New Member attendance is required.*

Wednesday, February 1st

**Chapter House, Time tbd based on new member schedules**

Maya Miserlian, VP of Campus Relations, will discuss the Zeta Beta groups that we have for all members, and give examples of Zeta Beta events that are upcoming to encourage new members to get involved on campus. Arava Rose, VP of Administration, will give a short presentation on excuses and attendance. Kwynsky, Director of Diversity, Equity, and Inclusion, will lead a discussion pertaining to Rose 2: I Care. They will then review the “My Chapter” and “Values Assessment” sections of their Epsilon Pi Journey Workbooks, led by Emily and Cate. Rose 3: I Lead and its corresponding module in Fraternity Wellness will be assigned to be completed by Thursday’s meeting.

*New Member attendance is required.*

After these meetings, new members will be caught up on their education and will attend the rest of the scheduled meetings outlined in the New Member Ed Plan previously submitted.

Saturday, March 4th

**Chapter House, Time tbd based on new member schedules: Initiation Ceremony**

The new and initiated members will participate in the Initiation Ritual.

*New Member attendance is required.*
Location TBD, 5-7 pm: Feast of Roses
Newly initiated members and their parents will be invited to eat dinner with all initiated members to celebrate their initiation, all the accomplishments of the new members, and the conclusion of their Embark journey. 
New Member attendance is optional.

Sunday, March 5th
Chapter House, Time tbd based on new member schedules: Post-Initiation Ritual Review
The new members will participate in the Post-Initiation Ritual review. 
New Member attendance is required.
## Certificate Of Completion

Envelop Id: 4AC32896DBEE437F9652E92DD2DA4D11

Subject: OFSA Membership Recruitment & NME/Intake Process - COB Modified New Member Education Plan

Source Envelope:
- Document Pages: 8
- Certificate Pages: 5
- AutoNav: Enabled
- Enveloped Stamping: Enabled
- Time Zone: (UTC-05:00) Eastern Time (US & Canada)

### Record Tracking

Status: Original

1/23/2023 2:25:12 PM

Holder: Fraternity And Sorority Affairs
infrasor@lehigh.edu

Location: DocuSign

### Signer Events

<table>
<thead>
<tr>
<th>Signer</th>
<th>Signature</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phoebe Baraker</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><img src="signature.png" alt="Signature" /></td>
<td>DocuSign Signed by: Phoebe Baraker</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anisha Gademsky</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chapter President</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><img src="signature.png" alt="Signature" /></td>
<td>DocuSign Signed by: Anisha Gademsky</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharon Dicker</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chapter Advisor</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><img src="signature.png" alt="Signature" /></td>
<td>DocuSign Signed by: Sharon Dicker</td>
</tr>
</tbody>
</table>

### Electronic Record and Signature Disclosure:
- Phoebe Baraker
- Anisha Gademsky
- Sharon Dicker

### In Person Signer Events

<table>
<thead>
<tr>
<th>Signer</th>
<th>Signature</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Editor Delivery Events</td>
<td>Status</td>
<td>Timestamp</td>
</tr>
<tr>
<td>Agent Delivery Events</td>
<td>Status</td>
<td>Timestamp</td>
</tr>
<tr>
<td>Intermediary Delivery Events</td>
<td>Status</td>
<td>Timestamp</td>
</tr>
<tr>
<td>Certified Delivery Events</td>
<td>Status</td>
<td>Timestamp</td>
</tr>
<tr>
<td>Carbon Copy Events</td>
<td>Status</td>
<td>Timestamp</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Julianna Dougherty</td>
<td></td>
<td></td>
</tr>
<tr>
<td><a href="mailto:jud322@lehigh.edu">jud322@lehigh.edu</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security Level: Email, Account Authentication (None)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Electronic Record and Signature Disclosure:**
- Accepted: 6/10/2022 12:00:40 PM
- ID: 7eab1fbb-b76c-466a-be4c-06a3a81633b1

<table>
<thead>
<tr>
<th>Witness Events</th>
<th>Signature</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Notary Events</th>
<th>Signature</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Envelope Summary Events</th>
<th>Status</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Envelope Sent</td>
<td>Hashed/Encrypted</td>
<td>1/23/2023 2:25:13 PM</td>
</tr>
<tr>
<td>Envelope Updated</td>
<td>Security Checked</td>
<td>1/25/2023 3:08:23 PM</td>
</tr>
<tr>
<td>Certified Delivered</td>
<td>Security Checked</td>
<td>1/25/2023 3:07:06 PM</td>
</tr>
<tr>
<td>Signing Complete</td>
<td>Security Checked</td>
<td>1/25/2023 3:08:14 PM</td>
</tr>
<tr>
<td>Completed</td>
<td>Security Checked</td>
<td>1/25/2023 3:08:25 PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Payment Events</th>
<th>Status</th>
<th>Timestamp</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electronic Record and Signature Disclosure</th>
<th></th>
</tr>
</thead>
</table>
ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Lehigh University (we, us or University) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to "I agree to use electronic records and signatures" before clicking "CONTINUE" within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will not be charged a per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures may be sent to you electronically
Unless you tell us otherwise in accordance with the procedures described herein, we may provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we may elect to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you may receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Lehigh University:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows: email us at es-docusign-supp-list@lehigh.edu. We do not require any other information from you to change your email address.

**To advise Lehigh University of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at es-docusign-supp-list@lehigh.edu and in the body of such request you must state: your previous email address, your new email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

**To request paper copies from Lehigh University**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to es-docusign-supp-list@lehigh.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for fees at that time, if any.

**To withdraw your consent with Lehigh University**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:
i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to es-docusign-supp-list@lehigh.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to "I agree to use electronic records and signatures" before clicking "CONTINUE" within the DocuSign system.

By selecting the check-box next to "I agree to use electronic records and signatures", you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Lehigh University as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Lehigh University during the course of your relationship with Lehigh University.