

## **Pi Beta Phi**

### **Description of New Member Education Fall 2023**

ALL EVENTS ARE 100% OPTIONAL- With the exception of weekly new member meetings, and all ceremonies (including pre-initiation and initiation), because these are required by Pi Beta Phi for initiation

#### **Contact Information:**

Chapter President: Ava Malnati, [akm225@lehigh.edu](mailto:akm225@lehigh.edu) , (760) 808-9865

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Alumnae Advisory Committee Chairman: Katherine Cimei, [katherinecimei@gmail.com](mailto:katherinecimei@gmail.com)

Assistant Director of Chapter Development: Mackenzie Baker, M.E.d., [mbaker@pibetaphi.org](mailto:mbaker@pibetaphi.org), 636-256-0680

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#### **Pi Beta Phi Mission Statement:**

The mission of Pi Beta Phi Fraternity for Women is to promote friendship, develop women of intellect and integrity, cultivate leadership potential and enrich lives through community service.

#### **Pi Beta Phi Vision Statement:**

Pi Beta Phi Fraternity is committed to being recognized as a premier organization for women by providing lifelong enrichment to its members and contributing to the betterment of society.

#### **Study Hours:**

Chelsea Clark

Pi Beta Phi Sorority House

It is our goal to motivate our members to form effective study habits and time management skills. We recommend that ALL members study at least 2-3 hours per week but it is 100% optional. We understand that due to variance in major and field of study different students need different study schedules to succeed. We value academic success and hope these recommended study hours will encourage our new members to improve their personal GPAs and the Chapter's GPA. Study hours aim to incorporate the "Professional Growth & Success" aspect of the bLUeprint Foundation. We place great emphasis on intellectual development and growth within our chapter and wish to do the same with our new members. Study hours are on Wednesdays from 5-7 at the Pi Beta Phi Chapter House. Although they are optional, they are also highly encouraged.

#### **New Member Education Meetings (Every Thursday 5:15 pm):**

Chelsea Clark/Cate Coffino

To be held in the chapter room.

These are weekly meetings where the new members meet with the Director New Member Experience and executive board officers to learn about Pi Beta Phi values, traditions, history, and expectations of membership. These meetings are meant to educate the new members about the traditions and history of our Fraternity, including the local chapter. The new members will also

meet with various members of the executive board to learn about managing Greek Bill/finances, time management skills, philanthropy, academic programming, and the policy and standards board. These meetings will begin at 5:15 PM and last for roughly an hour to an hour and a half. They will take place at an academic building on Lehigh University campus unless otherwise noted. These meetings will help promote “Creative Curiosity” “Professional Growth and Success” and the “Identity Development” pieces of the bLUeprint Foundation. We hope that our new members will become interested in the traditions and history of our Fraternity and learn as much as they can during the education period. Additionally, we aim to help new members begin to associate themselves with our organization through shared values among members.

### **Pi Beta Phi Program:**

All Pi Beta Phi new members participate in an online education program, which orients new members to Fraternity values, traditions, and service. This online program is in addition to weekly in person new member education meetings. Fraternity orientation prepares New Members to become valuable parts of Pi Beta Phi. Developing leadership skills is an important part of this process. The Pi Beta Phi New Member Education Program contains both courses in the Pi Beta Phi Online Learning Center and New Member meetings conducted by the Director New Member Experience. There are seven online courses. The New Member meetings have corresponding lessons and activities, which focus on sisterhood and review the material learned in the online course of the week. The Director New Member Experience schedules and arranges the participation of officers and members listed in this program, and the officers assist with the lessons. The time it takes to complete each lesson varies and is expressed on the Online Learning Center above the title of each module. In general, New Members should allocate about 30-60 minutes to complete each course.

New Members will be required to complete the corresponding online courses indicated in the calendar **prior to attending each meeting**. The courses consist of slides of select information along with a listening section to learn the content in more detail. Each week these courses will educate the New Members on the following:

- Two founders
- Participate in a Sisterhood activity
- A value
- A statement of Obligations of Membership highlight
  - Week 1: Overview
  - Week 2: Fraternity Secrecy
  - Week 3: Good Scholarship
  - Week 4: Laws and Policies
  - Week 5: Participation, Conduct and Attitude
  - Week 6: Respect

### **To access the Online Learning Center:**

- Log into your account on [www.pibetaphi.org](http://www.pibetaphi.org) (accounts will be set up within the first week of New Member Education)
- Click on “How Do I...” button on upper right corner of screen, and scroll down to “Find Online Learning Center”
- Scroll down and click on the big red button at the bottom that says “Click Here to Begin Your Online Training”

-Click on and complete assigned course in the Online Learning Center

### **Schedule of Events**

(\* denotes Pi Beta Phi Ritual)

#### **\*Formal Pledging Ceremony (Monday, September 11th, 6:00 pm)**

Maia Hawkins-Litvin- Director Fraternity Heritage

Pi Beta Phi Sorority House

A formal pledging ceremony must take place in the chapter house within 72 hours of Bid Day and is a formal Pi Beta Phi ritual. After the ceremony takes place, we will hold a Cookie Shine (one of our most fun traditions) where we will pass around chocolate chip cookies and ask new members what they are most excited about in regards to joining Pi Phi, and ask current members to share what their favorite Pi Phi memory is. This will be followed by the introduction of new members to their Beta Buddies (a member of the sophomore member class) and Guardian Angels (either a member of the junior or senior member class) who will serve as temporary mentors to the new members until permanent mentors/ big sisters are revealed during week 4.

#### **New Member Dinner (Sunday, September 17th at 5:00pm)**

Ava Malnati- Chapter President

Pi Beta Phi Sorority House

After signing their bids, the new members are invited to enjoy a meal at the Pi Beta Phi house to celebrate and get to meet each other. This event will help form new relationships between the new members and give the older members a chance to formally welcome the new members.

#### **New Member Experience Introduction (Sunday, September 17th)**

Chelsea Clark- Director New Member Experience

Pi Beta Phi Sorority House

New Members will be informed about the new member process. Here, they will learn more about what to expect during their new member education. This will take place from 6:00-7:00 pm, in NM ritual.

#### **New Member Retreat (Sunday September 24th 5pm-9pm)**

Chelsea Clark - Director New Member Experience

Pi Beta Phi Sorority House

This retreat is a chance for older sisters and the new members to learn more about each other. It is a very special tradition that involves sharing stories, as well as things that are most important in their lives. This part of the event will go from 5pm and will end no later than 9pm. Afterwards, new members will be invited to a movie marathon night and be able to spend the night in the chapter house. The retreat helps sisters to develop "Collaborative Connections" and allows the girls another chance to all be together and further progress their relationships with others.

#### **Agenda:**

5:00-5:10: Attendance and icebreaker, snacks will be provided

5:10-6:00: The first activity involves all of the New Members and sisters alike presenting up to three items or pictures representing an aspect of their lives that are important to them.

6:00-7:45: The next activity involves passing around a bowl of M&Ms® to all new members as well as the current members. For each yellow one they take, they have to tell the group something about themselves; for every orange one, they have to state a goal they have for the future; for every brown one, they share a special memory; and for every green one, they name something specific they like about Pi Phi.

7:45-8:30: The next activity involves the sisters going around telling a special memory about their experience in Pi Phi.

8:30-9:00: The last activity is used to help review for the NM Test. The new members participate in a Jeopardy style game with trivia questions about Pi Beta Phi's history. The topics are a mix of test material, fraternity heritage, and NPC fun facts.

9:00pm-11:00pm: After wrapping up the retreat, new members and in-house members will be invited to a movie marathon night in our chapter's living room. They will watch movies chosen by the chapter (through a SurveyMonkey) and materials will be provided so they can do manicures and pedicures as well. New members will then be invited to spend the night in the chapter house with their big sisters. If not, they will walk with sisters if they feel uncomfortable going back to their dorms alone.

### **Cookie-Baking and Craft-Making (Sunday October 8th, 12pm)**

Chelsea Clark-Director New Member Experience

Pi Beta Phi Sorority House

The sisters of Pi Beta Phi spend a lot of time hanging out and bonding in the kitchen during the weekends. We would like to invite new members up to the house to bake cookies with the in-house members. We will also provide the materials for new members and in-house members to make encouraging notes for each other and their friends.

### **Big Little "What is Mentoring" Workshop (Sunday October 8th, 2pm )**

Cate Coffino- VP Member Experience

Pi Beta Phi Sorority House

Our Vice President of Member Experience will lead the Pi Beta Phi "What is Mentoring," for COB members, and "How to Mentor", for initiated members. This involves telling new members how to be a respectful member of the Pi Phi chapter. We hope that by hosting this workshop the new members will see the importance of eventually becoming both a mentor and leader within the house. This workshop helps to emphasize the "Inclusive Leadership" portion of the bLUeprint foundation.

In order to qualify to be a mentor/big sister, a member must:

- Attend the "How to be a Mentor" Workshop conducted by the VP of Member Experience before revealing takes place.

- Receive a printed copy and read the Mentor/Big Sister Guide from the Director New Member Experience.

- Be in good standing with the chapter and Fraternity, i.e., financially current, not on academic or general probation.

- Be interested and willing to be a big sister who is understanding and friendly.

### **Big Little (Tuesday October 16 - Thursday, October 19th)**

Cate Coffino- VP Member Experience

Pi Beta Phi Sorority House

On Tuesday, October 16th, leading up to Big Little Reveal, New Members will come up to the house to pick up a present anytime between **12 PM and 4 PM**. from their big accompanied with clues to who their big is. Because big little is a surprise, no active members will be in the room when new members are picking up their presents. The baskets will be in the chapter room and the budget for each basket will be \$50.

Thursday, October 19th from **5 – 6pm** the New Members will arrive at the chapter house for the **Big Little Reveal and Mentor Ceremony**. The details of the big/little reveal change slightly each year but it is normally a fun surprise such as finding the match to your quote/picture or some other creative and positive experience. After the ceremony, New Members and mentors will participate in a cookie shine where new members and their new big sister will share why they are excited to be big/little and pass a tray of cookies around. This event usually lasts about an hour.

### **Dorney Park Sisterhood Event (October 20th, 5:00pm-7:00pm)**

Cate Coffino - Vice President of Member Experience

All sisters and the new members are invited to a dorney park sisterhood event to provide a different atmosphere to get to know one another. The sisters with cars will provide rides to those who do not have cars to the amusement park near campus. We want to facilitate bonding between initiated members and new members (COBs), through a “Sisters Only” event.. This event will correspond to the “Collaborative Connections” section of the bLUeprint foundation. Each participant will need to sign a safety waiver to participate.

### **\*Pre-initiation AAC Interviews (Sunday, October 22nd, 12-2pm)**

Chelsea Clark- Director New Member Experience

Pi Beta Phi Sorority House

This is a Pi Beta Phi event where the AACs will conduct interviews with the new member class. This will occur 2 weeks prior to initiation.

### **New Member Test Deadline: Friday, October 26th, 2023**

Chelsea Clark- Director New Member Experience

After the new members complete the 7 online courses and 6 Director New Member Experience meetings, they will have all the information and knowledge about Pi Beta Phi’s history and values to take a new member exam. This test is required for the new members to pass in order to

be initiated and is taken **online** through pibetaphi.org. A review session/trivia game will take place at the final Director New Member Experience Meeting (Thursday, October 26th at 4:30 pm.).

**\*Pre-initiation Ceremony (Saturday, November 4th 4-5pm)**

Maia Hawkins-Litvin- Dir Fraternity Heritage

Pi Beta Phi Sorority House

This is a Pi Beta Phi ritual event that occurs 24 hours prior to initiation.

**\*Initiation Ceremony (Sunday, November 5th 4pm-6pm)**

Maia Hawkins-Litvin- Dir Fraternity Heritage

Pi Beta Phi Sorority House

New members will be initiated after fulfilling the new member requirements as outlined by Pi Beta Phi Headquarters in Pi Beta Phi ritual.

**Post-Initiation House Dinner (Sunday, November 5th 6pm)**

Ava Malnati- Chapter President

Pi Beta Phi Sorority House

In order to officially welcome the newly initiated members into our house as sisters, we will hold a dinner in our chapter house where we will invite all initiated members to attend as well as the AACs in attendance to the Initiation Ceremony. During the dinner, we will ask the newly initiated members to share something they are excited about now that they are initiated sisters of Pi Beta Phi and ask the older members to name a way that being in Pi Phi has made their lives better.

**Other New Member Education Activities**

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**Lunch at Pi Phi**

Chelsea Clark

Pi Beta Phi Sorority House

New members are invited to join the Pi Phi sisters for lunch at the house on Tuesdays and Thursdays between 12pm and 2pm. If new members would like to come to the house for lunch, we simply ask them to give the DNME advance notice. This is to make sure Pi Beta Phi's chef has enough food to prepare for the women. New members are always invited to stop by the house and hang out whenever they want. Inviting new members to the house for lunch provides yet another opportunity to create friendships with older girls and encourages bLUeprint's "Collaborative Connections" segment. As always, lunches at the house are 100% optional.

**Pi Beta Phi Alcohol Standards**

All federal, state, and local laws, all university policies and regulations regarding the possession, consumption, sale, and/or provision of alcoholic beverages by Pi Beta Phi, its chapters, alumnae organizations, initiated members and new members shall be obeyed without exception. Underage drinking is illegal and will not be tolerated.

Providing, buying, allowing underage members or guests alcohol is prohibited. Any member that is found violating these rules will be sent to standards for repercussions.

### **Pi Beta Phi's Policy and Position Statement on Hazing**

Hazing is prohibited.

Hazing is any action taken or situation created, organized or conducted regardless of intent by any new and/or initiated member of Pi Beta Phi or their agent(s) for any other individual where participation may be voluntary, forced or coerced that occurs, regardless of location, that has the potential to cause or actually results in emotional, mental or physical discomfort; illness; injury; consumption of or opportunity to consume alcohol; that may create a superior/inferior relationship between the participants; and/or may reflect unfavorably upon the individuals, chapter or Fraternity. Permission or approval by a person being hazed is not a defense.

Any chapter or individual member whose actions or attitudes are not in accord with the Fraternity's policy against hazing will be subject to disciplinary action by the chapter and/or by Grand Council. Acts of hazing may result in civil and criminal liability on the part of those individuals engaged in such activities.

Chapters and members must follow all applicable federal, state, local and province laws and university policies regarding hazing.

The elimination of hazing is the responsibility of each collegiate and alumna member of Pi Beta Phi.

Pi Beta Phi Hazing Hotline: (800) 320-1867

### **National Panhellenic Conference Statement of Position on Hazing**

Hazing has been a continuing concern of the National Panhellenic Conference (NPC) and its member fraternities, and numerous resolutions have been adopted through the years.

Hazing, in any of its forms or definitions, is contrary to the founding principles of the member fraternities of NPC. Unfortunately, the practice of hazing has not been eliminated from all member group chapters and colonies. Hazing remains a detriment to the well being of the college fraternity system.

Hazing is defined as any action or situation with or without consent, which recklessly, intentionally or unintentionally endangers the mental or physical health or safety of a student, or creates risk of injury, or causes discomfort, embarrassment, harassment or ridicule, or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in a chapter or colony of an NPC member fraternity.

Hazing activities and situations include, but are not limited to, creation of excessive fatigue; physical and psychological shocks; wearing publicly apparel which is conspicuous and not normally in good taste; engaging in public stunts and jokes; participating in treasure or scavenger hunts, morally degrading or humiliating games and activities, late night sessions which interfere with scholastic activities or normal sleep patterns, and any other activities which are not consistent with fraternal law, ritual or the regulations and policies of the member fraternity or the educational institution. All member groups of NPC continue to affirm their policies and/or statutes on hazing and inform their membership of this NPC position on hazing through contact to all local, regional and international officers, mailings from Headquarters to each chapter and chapter alumnae advisors, and through international magazines.

### **Lehigh University's Definition of Hazing**

"Hazing is any action taken or situation created, whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Hazing includes but is not limited to any brutality of a physical nature, such as paddling, whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity that would subject the individual to physical harm or mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which would adversely affect the mental health or dignity of the individual. Among prohibited activities are forced or coerced activities which create excessive fatigue; cause physical and psychological shocks; involve kidnapping; involve morally questionable quests, treasure hunts, scavenger hunts, or any other such activities; involve publicly wearing apparel that is conspicuous and not normally in good taste; cause students to engage in public stunts and buffoonery, morally degrading or humiliating games and activities, or late night activities which interfere with scholastic activities. Also prohibited are any activities that are in violation of federal, state, or local laws, this Code of Conduct, or accepted standards of good taste or propriety. For purposes of this definition, any activity described in this paragraph upon which the admission into or affiliation with an organization is directly or indirectly conditioned shall be presumed to be "forced or coerced" activity, the willingness of an individual to participate in such activity notwithstanding." -LU Student Handbook

To report hazing: <http://lehigh.edu/go/hazingreport>

- or can report to anyone in OFSA

LU Hazing Prevention Website: <http://studentaffairs.lehigh.edu/hazing-prevention>

### **Weekly New Member Education Meeting Agendas**

#### **Week 1: Lesson A, Course 1, Thursday, September 21st, 2023 (at Pi Beta Phi Chapter house because New Members will be learning waits)**

*Lead Facilitator: Director New Member Experience*

*Executive officers: All of Executive Council*

*Description: For the first week, New Members will get an idea of what it's like to be a Pi Phi. They will learn about our organization's values, our mission and our vision. This meeting will also set the tone for the rest of the new member meetings and allow the members a chance to get to know one another.*

#### **Week 2: Lesson B, Course 2, Thursday, September 28th, 2023**

*Lead Facilitator: Director New Member Experience*

*Executive Officers: VP of Fraternity Development and VP of Member Development*

*Description: This week focuses on Honor and Respect as well as learning the history of Pi Phi and our own chapter. Through this, new members will develop a new appreciation for Fraternity ritual and history and be able to clearly understand what sets our organization apart from others on campus.*



**Week 3: Lesson C, Course 3, Thursday, October 5th , 2023**

*Lead Facilitator: Director New Member Experience*

*Executive Officers: Director of Academics*

*Description: The focus of this week's discussion is on Personal and Intellectual Growth. New Members will learn about the incentives our chapter has in place to encourage academic success and the importance of health, wellness, and academic success in our chapter.*

**Week 4: Lesson D, Course 4, Thursday, October 12th, 2023**

*Lead Facilitator: Director New Member Experience*

*Executive Officers: VP of Operations*

*Description: By focusing on the value of Integrity, New Members will gain a better understanding of the laws that govern our chapter and organization and the expectations of each individual member in regards to their behavior as a representative of our chapter and of Pi Phi.*

**Week 5: Lesson E & F, Course 5 & 6, Thursday, October 19th, 2023**

*Lead Facilitator: Director New Member Experience*

*Executive Officers: VP of Administration, VP of Philanthropy, and VP of Community Relations*

*Description: The discussion this week is centered on Philanthropic Service to Others and Lifelong Commitment. New Members will become more aware of the opportunities available to create a positive impact on the communities surrounding them both as an individual and as a member of Pi Phi. Through a discussion of the Pi Phi Brand and Servant Leadership, members will realize that being a Pi Phi extends much farther than just our chapter, but to chapters and people all over the country and world.*

**Week 6: Lesson G, Course 7, New Member Test, Thursday, October 26th 2023**

*Lead Facilitator: Director New Member Experience*

*Executive Officers: None*

*Description: The final meeting will focus on preparing the New Members for Initiation. By practicing New Member Ritual, they will be prepared for their first formal chapter meeting. At this point, members have learned about all 7 values and all 12 founders, as well as the support in place that allows our organization to be successful and impactful. The final activity and discussion will prepare them for the New Member Test, which they must pass in order to be initiated.*