

## **Kappa Alpha Theta New Member Education Plan – Fall 2024**

### **Anti-Hazing Statement:**

The Following is taken from Kappa Alpha Theta Fraternity Bylaws, Article I, Section 4: “Hazing or mock initiation of any kind is forbidden.”

Kappa Alpha Theta seeks to promote a high standard of excellence in all aspects of Fraternity life and prides itself on acting as a leader within the Greek community. Risk prevention policies are in place to protect our Fraternity’s rich history, but more importantly, the well-being of our members. The goals of Kappa Alpha Theta membership include, but are not limited to: the preparation of a woman to accept the responsibilities of Fraternity membership and the encouragement of a woman’s personal development to meet the demands of a mature life. In accordance with these goals, Kappa Alpha Theta does not tolerate any acts that may be constituted as hazing.

Hazing can be defined as subjecting a person to an activity which endangers or is likely to endanger the health or safety of a member or which tends to humiliate, embarrass, or cause personal discomfort regardless of one’s willingness to participate in such activity.

Hazing violates Kappa Alpha Theta Fraternity laws, FIPG and Fraternity insurance carrier policies and may violate local, state, province, university or college rules and regulations. Hazing is a severe risk prevention concern and is subject to legal consequences, including criminal liability in many jurisdictions. Risk prevention means more than keeping members safe at social events; it means maintaining safety throughout all aspects of chapter membership. Kappa Alpha Theta seeks to promote an environment that is physically and emotionally safe at all times.

Hazing, in any form, will not be not tolerated. Hazing may result in chapter and member discipline, including termination of membership.

### **Chapter’s Hazing Reporting Protocol:**

In the case that someone in the chapter is believed to be hazing, or causing an uncomfortable situation for a New Member, the offense will be brought to the attention of the President, Kyla Branco, Vice President Education, Abigail Miller, and New Member Director, Sarah Teitelman. The three will convene over the matter, and inform the Advisory Board Chairmen, Ashley Sciora and Emma Berry. The four will discuss the situation further, and determine what the proper response should be and the initiated member(s) in question will likely be called before the Member Development Committee (MDC) for further investigation and internal disciplinary action. If upon investigation it is found that hazing did occur, the case will be brought to the attention of the District Team, and Kappa Alpha Theta Headquarters.

If it is found that hazing is occurring within the chapter, the chapter as a whole will be subject to disciplinary action by Kappa Alpha Theta Headquarters including but not limited to chapter disciplinary probation, membership limitations, chapter charter review and/or withdrawal of the chapter charter.

No activities are mandatory; however, attendance is highly encouraged for a smooth transition into the chapter. If a Weekly Chapter Meeting or Weekly New Member Meeting will be missed, the New Member is expected to notify the New Member Director in advance.

If a New Member is unable to attend a scheduled New Member meeting, the New Member Director will schedule a time with her to review the missed Module, at a time that is convenient for both the New Member and Officer.

All other events and activities are planned for the benefit of acclimating the New Members with the initiated chapter members. All New Members reserve the right to attend or not attend as they so choose.

Lehigh University's Hazing Policy can also be found at: <http://studentaffairs.lehigh.edu/hazing-prevention>. This is an informal resource that provides policy information, how to report hazing, and other useful tools.

## **Events**

New Members will be able to participate in any event the initiated members can sign up for including service opportunities or any charity events. In addition, new members will be allowed to participate in any sisterhood events that the chapter holds.

There will be numerous opportunities for volunteer work alongside initiated members, so as to give every New Member a chance to attend and help the community while getting to know the initiated members in the chapter better. Also, any speakers or events on campus that initiated members are a part of, or the chapter is supporting, will be encouraged opportunities for the New Members to spend time with the initiated members while being involved on campus, outside of the formal member orientation. Initiated members are also encouraged to interact with the New Members on a day-to-day basis.

Every Sunday evening at 6:30pm our chapter meeting is held and the New Members are asked to participate in those meetings.

After pledge service a "When to Meet" survey will be sent to new members asking their availability for study hours. Based on the results of the when to meet survey, we will determine a block of study hours on a set day of the week. We will then announce these hours during chapter and remind initiated members of them each week. This gives new members an

opportunity to study with members of their own member class and initiated members. Our goal is to be as flexible as possible with our new members to best accommodate their various schedules. Once these study times are determined, they will be immediately shared with OFSL and our chapter advisors. Scholarship and time management are priorities, and this can give new members the opportunity to do homework or study in a relaxed environment while at the house.

## **Goals**

Throughout the member orientation process, we hope that the New Members will foster relationships and sisterhood with the women around them while learning about and appreciating Kappa Alpha Theta. Furthermore, we aim to provide New Members with numerous opportunities to engage with campus resources and learn about leadership opportunities inside and outside of Theta. The orientation is an introduction to help our members learn about Kappa Alpha Theta, our values, and help us attain our highest aspirations.

## **Education Schedule**

### **Week 1**

- Bids Given Out
  - COBs have received bids during various events
  
- Pledge Service
  - Date: Wednesday, September 18, 2024
  - Time: 5:00 pm EST
  - Location: Chapter House
  - 1st Presenter: Sarah Teitelman, New Member Educator
  - 2nd Presenter: Abigail Miller, Vice President Education
  - 3rd Presenter: Aisleigh Hopkins, Vice President Administration
  - 4th Presenter: Kyla Branco, President
  
- Initial Meeting & Theta Beginnings Meeting with VPEA and VPO
  - Date: Wednesday, September 18, 2024
  - Time: 5:30 pm EST
  - Location: Chapter House
  
  - 1st Presenter: Sarah Teitelman, New Member Educator
  - 2nd Presenter: Abigail Miller, Vice President Education
  - 1st Guest Speaker: Zoe Sherman, Vice President External Affairs
  - 2nd Guest Speaker: Ellen Murray, Vice President Operating
  - 3rd Guest Speaker: Kyla Branco, President

○ This meeting will begin with introductions of Sarah (New Member Educator) and Abigail (VPE), allowing the new members time to introduce themselves as well. They will be sent a google form with questions about themselves in order to make slides to be presented at chapter meetings in order to allow initiated members to get to know the new members. New members will learn how to access their new member workbooks and modules which they will use over the course of their new member period. They will also receive information from the New Member Educator and VPE on important dates for their following new member period. New members will be asked to complete the Personal Information/Biographical form on the Theta website. Sarah will then discuss the importance of time management and Abigail will aid in answering any questions they may have about their new member period. Sarah and Abigail will present information from the Headquarters sanctioned new member workbook. Kappa Alpha Theta's hazing information is included in the online workbooks and will be discussed at the first meeting. This initial meeting targets the commitment and accountability portions of the Collaborative Connection foundation of Lehigh University. It will be stressed that while no activities are mandatory during their new member period, the new members are making an important commitment to the chapter and are encouraged to participate.

○ Next, the new members will hear a presentation from Ellen Murray, the Vice President of Operations. She will talk to the new members about filling out their emergency contact form, risk management, and the promotion of good mental health. She will share resources that Kappa Alpha Theta and Lehigh has for dealing with mental health crises. Lastly, she will explain MDC and how it functions within Kappa Alpha Theta. Ellen will talk about how it is our biggest problem solving tool and explain its processes in an effort to de-stigmatize it.

○ Then, Zoe Sherman, the Vice President of External Affairs, will be invited to explain how to respect yourself and Kappa Alpha Theta on social media.

○ After, Sarah and Abigail will go over expectations for new member education and requirements for initiation.

○ Next, Kyla Branco, the chapter President, will be invited to share what Kappa Alpha Theta means to her. She will share fond memories, ways that Kappa Alpha Theta has aided her in personal and professional development, and the love that she has for her sisters.

○ Lastly, Sarah and Abigail will present a slide show of the potential bigs to the new members. We will use information gathered from google forms that were previously submitted and new members will submit a google form about which potential bigs they would be interested in going on a pansy pal date with. We will ensure that the new

members have filled out their “get to know me” google forms, so we can have them introduce themselves at the chapter meeting on Sunday.

## **Week 2**

- Chapter Meeting
  - Date: Sunday, September 22, 2024
  - Time: 6:30 pm EST
  - Location: Chapter House
  
- Intellectual Curiosity
  - Date: Sunday, September 22, 2024
  - Time: 4:30 pm EST
  - Location: Chapter House
  
  - Presenter: Sarah Teitelman, New Member Educator
  - 1st Guest Speaker: Micaela Cortese, Scholarship Director
  - 2nd Guest Speaker: Tanya Bhandari, Vice President Finance
  - Before the second meeting, new members will be assigned to an academic mentor. This mentor will be an active member that will assist them in balancing their academics, being in Kappa Alpha Theta, and curating new friendships.
  
  - Sarah will first go over the slides for the Intellectual Curiosity Module. This meeting is aimed to inspire curiosity in the new members, encourage them to think outside of the box, engage in self-reflection, and learn tools to help them achieve a personal balance. They will also learn about international requirements of Kappa Alpha Theta. This foundation provides scholarships and educational opportunities to active members.
  
  - Next, Micaela, the Academic Development Director, will explain her role in the chapter, Kappa Alpha Theta's GPA requirements and scholarship requirements of being in a sorority at Lehigh University. She will also talk about what academic resources are available to them as a member of Kappa Alpha Theta, and as a Lehigh University student.
  
  - Tanya Bhandari (VPF) will be invited to this meeting to provide information on member dues and both national and school resources for outside funding. She will provide her contact information if any of the new members have questions regarding Theta's finances.
  
- Team Building Activity
  - Date: Tuesday, September 24, 2024

- Time: 5:00 pm
- Chapter House

○ The new members will stand in a circle shoulder to shoulder, one at a time, new members will go in the middle of this circle, close their eyes and cross their arms and fall into their member class, they will be passed around the circle, once they have gone they switch and another person repeats this process.

### **Week 3**

- Chapter Meeting

- Date: Sunday, September 29, 2024
- Time: 6:30 pm EST
- Location: Chapter House

- Diversity Equity and Inclusion & Widest Influence for Good

- Date: Sunday, September 29, 2024
- Time: 4:30 pm EST
- Location: Chapter House

- 1st Presenter: Sarah Teitelman, New Member Educator
- 2nd Presenter: Abigail Miller, Vice President Education
- 1st Guest Speaker: Sammi Opalewski, Philanthropy Director
- 2nd Guest Speaker: Trinity Keh, Vice President DEI
- New members must complete the online module before this meeting.

○ This week we will have our usual new member class meeting: this time on Module #3: DEI & Widest Influence for Good. This section talks about philanthropy, service, and giving back, along with the benefits of being in Theta and exploring how the new members' values align with Theta's.

- We will invite Sammi (Philanthropy Director) who can also discuss service opportunities around campus, and in the Bethlehem community. Also, she will discuss our national philanthropy, CASA. During this meeting, we will ask the new members to reflect on the causes they are passionate about. They will be given time to brainstorm different ways in which Theta can expand our commitment to service and potentially plan a service opportunity themselves.

- This section also talks about the values of Kappa Alpha Theta that commit us to fighting racism, discrimination, and inequity. We will teach our members to push themselves and strive for more. During the meeting, Trinity (VPDEI) will be invited to teach correct terminology and language usage and our DEI initiatives. Following Trinity's talk, members will be given a chance to reflect on their time thus far in Theta and their identity development. We will use this conversation to enable us to continue to hold each other accountable and create an inclusive environment. New members will also be told of all the resources on campus available to them.

- Team Building Activity

- Date: Tuesday, October 1, 2024
- Time: 5:00 pm
- Chapter House
  
- A puzzle will be scattered around the room and must be completed in silence with each person only allowed to place one piece.

#### **Week 4**

- Big Little Gift Night 1

- Date: October 7, 2024
- Time: 7:00pm
- Location: Chapter House
  
- On the first night, new members will be invited to the Chapter House to pick up their gifts given by their anonymous big. This is an exciting time where new members get ready to meet their family lineage and learn more about their big.

- Team Building Activity

- Date: Tuesday, October 8, 2024
- Time: 5:00 pm
- Chapter House
  
- The new members will talk about why they wanted to join a sorority and what they hoped to get out of the experience.

- Big Little Gift Night 2

- Date: October 8, 2024
- Time: 7:00pm
- Location: Chapter House
  
- On the second night, new members will be invited to the Chapter House to pick up their gifts given by their anonymous big. This is an exciting time where new members get ready to meet their family lineage and learn more about their big.

- Big Little Gift Night 3

- Date: October 9, 2024
- Time: 7:00pm
- Location: Chapter House
- On the final night, new members will be invited to the Chapter House to pick up their gifts given by their anonymous big. On this night, the little's family will be invited to the house to write notes on a poster board labeled with the little's Greek name while the littles have their eyes closed. This will allow the little's to get excited about meeting their family with the anticipation of being in the same room with them without knowing who it is.

- Big Little Reveal

- Date: Thursday, October 10, 2024
- Time: 6:00 pm EST
- Location: Chapter House

Bigs, littles, and families will be invited to the Chapter House in order to participate in the Big-Little Reveal. Bigs and their families will set up door decorations outside of their rooms. Once finished, the littles will be led with their eyes closed to their respective rooms. They will open their eyes, open the door and will greet their big and new family.

## **Week 5**

- Inspiration Week

- This week is one of the more exciting times as a new member. Inspiration week is intended to get new members excited about initiation. The theme of the week is geared towards showing new members what it is like to be a Theta and all the benefits that are associated with it: academically, mentally, and socially. This week ends with the new members becoming fully initiated members

- Leadership Potential & Pre-Initiation

- Date: Tuesday, October 15, 2024
- Time: 6:00 pm EST
- Location: Chapter House
- 1st Presenter: Sarah Teitelman, New Member Educator
- 2nd Presenter: Abigail Miller, Vice President Education
- 1st Guest Speaker: Sophia Smith, Vice President Membership
- 2nd Guest Speaker: Aisleigh Hopkins, Vice President Administration
- 3rd Guest Speaker: Cate Milley, Vice President Panhellenic
- New members must complete the online module before this meeting.

- We will have our last new member class meeting, going over the fourth module, which is Leadership Potential & Pre-Initiation. Epsilon Rho stands by the quote, "Our members are different: we aren't afraid to stand out, to make a difference together. We are women supporting



women, and we inspire one another to be our best selves.” Since this philosophy of making a difference together is very important to us, we want to see the new members use their strengths around campus. They will learn about different definitions of leaders and the leadership development opportunities within Theta and at Lehigh.

- Any officers, especially ones who new members haven't met yet (Sophia and Cate), who would like to talk more on their position will be welcomed to this meeting to explain why they took a leadership role and give more insight to their position.

- Aisleigh, VPA, will also be invited to talk about our election process along with Chapterspot and other chapter systems. This will help new members understand how the chapter runs on a deeper level while simultaneously giving them access to the resources we have on an international level. It will prepare them for the transition from a new member to initiated members.

- Abigail, VPE, will go over expectations of new members for Initiation as well as what to wear and what the new members can expect.

- **Thetahood Activity**

- Date: Tuesday, October 15, 2024

- Time: 5:00 pm

- Chapter House

- The chapter members will reflect on their time in Theta by writing letters to a Theta who has helped them the most. They can choose whether or not they would like to give the letter to the member, but it will be a way for new members to reflect on their new member process.

- **Loyalty Service**

- Date: Saturday, October 19, 2024

- Location: Chapter House

- Time: 1:00 pm

- 1st Presenter: Abigail Miller, Vice President Education

- 2nd Presenter: Sarah Teitelman, New Member Educator

- **Initiation**

- Date: Sunday, October 20, 2024

- Time: 1:00 pm

- Location: Chapter House

- 1st Presenter: Abigail Miller, Vice President Education

- 2nd Presenter: Kyla Branco, President

- **Post Initiation Ritual**

- Date: Sunday, October 20, 2024

- Time: 3:30 pm

- Location: Chapter House
- Presenter: Abigail Miller, Vice President Education
- New members will learn more about Theta ritual and what it means to be a Theta member.