



Alpha Tau Omega

Alpha Rho Chapter | Lehigh University

New Member Education, Spring 2020

Written Plan



Statement of Purpose:

The mission statement and goal of the Alpha Rho chapter of Alpha Tau Omega is to educate our new members on the morals and values of the Alpha Tau Omega Fraternity that will not only aid a man throughout his professional life, but also raise his social standards both throughout his involvement with ATO and throughout his life. This education does not end with the initiation. ATO continuously educated our members on the same standards and values taught throughout the New Member education process. It is the NME's job to inform the general members and alumni about the new events included in this plan, and the "why" behind all these events. This continuous re-education and development of our members is what distinguishes Alpha Tau Omega as a leadership development fraternity compared to other Greek organizations.

Expectations of New Members:

1. Be on time, no man who makes it in this world is late.
2. Grasp the concepts of the lessons learned and use them in your everyday life.
3. Come to the house in your free time! Chapter unity and friendship are the backbone of ATO.
4. Maintain at a minimum a 2.75 GPA otherwise they will meet with the judicial board to develop an academic plan to improve their grades and studying habits.
 - a. The 2.75 GPA is a benchmark for new members. The Alpha Tau Omega Alpha Rho chapter is required by its National Parent to enforce a 2.75 GPA for chapter officers. New members are the future leaders of our chapter; thus the 2.75 GPA is used as a benchmark for new members and newly initiated brothers. Existing current brothers who have their cumulative GPA fall below 3.0 are required to meet with the Academic Chair and develop an Academic Plan. Members whose GPA falls below a 2.75 must participate in study hours.

Expectations of Current Members:

No hazing of any kind. Coercive language with regards to alcohol or any illicit action will not be tolerated and current members who do not abide by this expectation will be referred to the Judicial Board. We expect our current brothers to treat the new members with respect and kindness; most importantly Love & Respect. Current members should be becoming friends with the new members and mentoring them to become great ATO brothers during their careers Lehigh and beyond.

Expectations of Alumni:

No hazing of any kind. Coercive language with regards to alcohol or any illicit action will not be tolerated either. Any such action will be reported to the Alumni Board, Board of Trustees & Judicial Board. ATO brothers boast a lifelong commitment to upholding the values and connections established during their time as an active. Because of this everlasting bond, we always encourage our alumni to visit when they can and give back to the chapter with donations. We also expect them to uphold the values of the chapter within their professional and personal lives. We have a very strong alumni network and we look forward to preserving and maintaining that network. We encourage our new members to utilize this network to their advantage and we help them bridge that connection whenever needed.

Chapter Hazing Protocol:

We are a zero-tolerance fraternity and any member found hazing will be reported to the Board of Trustees and our national organization and will be punished or terminated from the organization.



If you suspect you are a victim to or otherwise witnessing hazing, it should be reported via either the Lehigh hazing prevention page (<https://studentaffairs.lehigh.edu/hazing-prevention>) or the anonymous reporting form (https://cm.maxient.com/reportingform.php?LehighUniv&layout_id=15).

Title IX Compliance:

Alpha Tau Omega abides by Title IX law and is committed to preventing and addressing sexual harassment, including sexual misconduct, in our organization. In conjunction with Lehigh University's compliance with Title IX, Alpha Tau Omega does not discriminate and does not tolerate such harassment or discrimination by or against its members. For further questions about Title IX compliance here on Lehigh's campus, Karen A. Salvemini, Title IX Coordinator and Equal Opportunity Compliance Coordinator can be reached via phone at (610) 758-3535 or by email at eocc@lehigh.edu. For further information please visit the Title IX Lehigh website: (<https://titleix.lehigh.edu/>).

Resources:

- President
 - Johnathan Baltes
 - 516-660-1372
 - jtb222@lehigh.edu
- New Member Educator
 - Anthony Cordaro
 - 412-995-0266
 - acc221@lehigh.edu
- Vice President
 - Matthew Hom
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- Health & Safety Officer
 - Pierce Rankin
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- Lehigh University Office of Fraternity & Sorority Affairs
 - infrasor@lehigh.edu
 - 610-758-4157
- OFSA Advisor
 - Olivia Miller
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- Administrative Advisor
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- Alumni Advisor
 - Pat Clayton
 - 908-723-1995
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- Chapter Leadership Consultant
 - Logan Jarvis
 - 317-709-7175
 - lj Jarvis@ato.org
- National Headquarters
 - 317-684-1865

Brotherhood Attendance at Meetings:

- Meeting #1- Welcome to ATO and the Brotherhood (6:30-7:30 PM)
 - Location
 - ATO Chapter Room.
 - In Attendance
 - All new members, Executive Board, and general members must be at the event.
 - Activity
 - Getting to know each other; Introductions.
 - Description
 - The new members will introduce themselves to the chapter in a formal manor. Followed by an initial meeting about what it means to be in ATO. We will explain that as new members, their actions reflect directly on the chapter. We will establish expectations and guidelines for the new member education process.
 - Why
 - This is important because often during rush, new members don't meet all the brothers and the new members might not yet be acquainted with one another. This is a time for everyone to formally meet each other. It is meant to build a bond between the new members and the current brothers and is a particularly exciting day for everyone. From now on everything the new members do is a representation of ATO so I will share expectations accordingly. We want our new members to feel comfortable and informed about ATO and this event is the first step in doing so.
- Meeting #2- Greek 101 and Introduction to ATO (6:30-7:30 PM)
 - Location
 - ATO Chapter Room
 - In Attendance
 - All new members and execs must be at this meeting, and other brother are encouraged to come to the meeting but not required.
 - Activity
 - Weekly meeting: Introduction
 - Description



- Learn about preliminary ATO National’s history and basic Greek history. The new members will learn the history of Greek life at Lehigh and why Greek life exists. They will also learn some ATO specific history as well as ATO Lehigh specific history.
 - Why
 - This is something we take seriously because the history of our chapter is what makes us who we are, and it is something that we try to uphold every day we are in ATO. We want our new members to abide by the values of ATO and be knowledgeable of our origins. Greek history is also important because it is likely not something that new members are familiar with, so this will help them connect the history with why they chose to become a part of Greek life and why it was a good choice. We think that starting with why Greek life exists is a good way to get our new members excited to learn more.
- Meeting #3- Risk Management (6:30-7:30 PM)
 - Location
 - ATO Chapter Room
 - In Attendance
 - All new members and execs must be at the meeting, and all other brothers are encouraged to be there
 - Activity
 - Weekly Meeting: Protecting the Chapter
 - Description
 - In this meeting I will go over ATO’s specific risk management policies in depth, as well as Lehigh’s risk management policies. I will stress the importance of doing the little things that go a long way with accountability and responsibility within the chapter and being responsible members of the Lehigh community. Small details are what allow us as a chapter to hold our members accountable and ensure the safety of ourselves and our guests alike.
 - Why
 - ATO has been on campus for 137 consecutive years, one of the reasons for that is we stress the importance of risk management. It only takes one bad decision to get in trouble so everyone must be held accountable. The hope during this meeting is that every brother also attends to get a refresher on what they can and cannot do. This meeting is supposed to show the new members that we are all in this together and everyone must do their part. It is also a time when the new members can work with brothers and figure out all of the behind-the-scenes logistics that go into risk management. This typically includes chapter meetings with heavy discussion, lots of Q&A, and hands-on training. This meeting makes the new members feel a part of ATO right away, working with brothers and seeing what makes our chapter function. With all the changes happening at Lehigh, this meeting might be one of our most important.
- Meeting #4- Recruitment, Leadership, and Innovation (6:30-7:30 PM)



- Location
 - ATO Chapter Room
- In Attendance
 - All new members and executives will be there, and all other brothers are encouraged to attend
- Activity
 - Weekly Meeting: Recruitment and being leaders
- Description
 - Used to educate the new members on ATO's Recruitment practices, our Leadership Development and steadfast commitment to Innovation.
- Why
 - Recruitment is the backbone of ATO. The new members will learn why we wanted them to join our chapter and how to implement the practice of STUDS recruiting, which is specific to ATO. We also want our new members to join other clubs around campus and become leaders outside of ATO. I will give them guidance on how to become a leader from my past experiences and invite other brothers to share their advice. I will also point them towards resources and opportunities for leadership development at Lehigh and beyond. These include various student organizations or programming provided by ATO National.
- Meeting #5- Local Chapter History and Alumni Involvement (6:30-7:30 PM)
 - Location
 - ATO Chapter Room
 - In Attendance
 - All new members and executives will be there, and all other brothers are encouraged to come
 - Activity
 - Weekly Meeting: chapter history and alumni involvement
 - Description
 - Used to educate the new members on our specific ATO chapter and campus history. I will also discuss the importance of our alumni and the value of our alumni network.
 - Why
 - Our chapter history is very important to us. We have great alumni relations and it is something we take very seriously. Alumni are valuable resources for advice, and I will go over how to appropriately network with them. I personally know of many brothers who have gotten internships/jobs through relationships within ATO and I want to stress that the new members should treat the alumni and older classes with respect because it might be the reason they get a great job when they graduate.
- Chef Meeting – Food Budget, Cleaning Standards, and Kitchen (6:30-7:30 PM)
 - Location
 - Kitchen
 - In Attendance
 - All new members, Chef Bex, New Member Educator



- Activity
 - Meeting with Chef “Bex”
- Description
 - In the Chef Meeting, new members will essentially learn how a commercial kitchen operates. Alpha Tau Omega is very fortunate to have Rebecca “Bex” Grube, a former commercial Chef, as an employee. Chef Bex will educate the new members on cleaning standards so that spoilage is avoided, and clean preparation stations are provided for our Chef. In addition, Chef Bex will explain to the new members how the Chapter orders food on a weekly basis and how we allocate our budget for ordering food each week for the whole house.
- Why
 - Having a clean space to prepare our food is essential, and all brothers pitch in to make that a reality. Having standards in a fraternity kitchen is no easy task, especially when thirty-plus brothers are all living under the same roof. With Chef Bex’s experience though, she makes that task easier for us as brothers. Informing new members about how we purchase our food also and how its financed allows them to be accountable and respectful when it comes to our food stocks at Alpha Tau Omega.
- Meeting #6- Academics and the Importance of Dedication (6:30-7:30 PM)
 - Location
 - ATO Chapter room
 - In Attendance
 - Professor Brennan: All new members and brothers
 - Activity
 - Meeting with Professor Brennan
 - Description
 - In this meeting specifically done by the Alpha Rho Chapter, we invite our Advisor, Professor James Brennan, to educate the new members on the importance of getting good grades and looking at the big picture. After Professor Brennan speaks about his role in ATO, new members and brothers are free to ask him questions.
 - Why
 - Professor Brennan is a very well-known faculty member and a respected figure in the Lehigh community. This is a great chance for the new members to meet our advisor (someone who is more than happy to help them out if they need anything). Professor Brennan also will discuss the importance of becoming involved on campus in other organizations outside the fraternity. Something we stress during new member education is becoming leaders on campus, that includes joining clubs or starting new clubs around campus. Professor exemplifies leadership and we know that his stories have had a large impact on members in previous years.
- Study Hours (6:30-8:00 PM)



- Location
 - ATO Library, Fairchild-Martindale Library, Rauch, Mountain Top Building-C. New Members can study wherever they would like and with whomever they would like.
- In Attendance
 - New members, New Member Educator, Academic Chair, All General Members with below a 3.00 GPA and any General Members that would like to attend.
- Activity
 - Weekly Homework Help and Advised Study Times
- Description
 - The Study Hour sessions are an opportunity for new members to ask general members questions about homework, classes and general academics. In addition, new members are encouraged at the first study hours to start building a resume and asking older brothers for resume help. General members come down to the library during these times to study as well. ATO recognizes that each individual new member thrives in a different learning and academic environment. New Members are not required to attend but highly encouraged to reach out to older members in the same field of study to learn more about their major and get help with their classes.
- Why
 - This is a rewarding experience for new members, as they can ask questions about difficult coursework they may have and further their professional development. As a whole fraternity, Alpha Tau Omega brothers are used to studying in their free time, so these study hours allow new members to see when general members study and go to the library so that they can get acclimated to the house academic culture.
- Brother Cleans (One Duty/Job per Week per Member)
 - Location
 - ATO Chapter House
 - In Attendance
 - All Members
 - Activity
 - General House Maintenance and Cleaning
 - Description
 - New Members will gradually be added into the brotherhood cleaning schedule by shadowing brothers completing their duties and jobs. During New Member Education, general members continue to serve on the brotherhood cleaning schedule as new members are gradually incorporated in. Before each new member is initiated, they are assigned one duty per week in the brotherhood schedule. The duties that they are assigned include setting the tables for lunch and dinner and assisting Chef Bex with cleaning. Typical cleaning or household responsibility commitments are no more than 30 minutes per week.



- Why
 - Every member contributes to the chapter in a wide array of forms, but every brother regardless of class or position is a part of the house cleaning schedule. While members have a responsibility to each other, every brother has a responsibility to maintain and improve the chapter house. A majority of the chapter lives in the house, so keeping up and sustaining something that has been a part of our chapter's history since 1963 allows each and every one of us to be a part of something bigger than ourselves; ATO. With the brother cleaning schedule, we want our new members to have accountability, responsibility and respect when it comes to our home, and having every brother with some level of accountability reinforces that respect for our home.

- Speed Friending
 - Location
 - ATO chapter room
 - Date/Time
 - TBD
 - In attendance
 - Both Chapter's new members who would like to come, Both chapter's New Member Educators,
 - Activity
 - Speed Friending
 - Description
 - This event will provide Alpha Tau Omega's new members an opportunity to meet other Greeks in the community. The event will consist of the New Member Educators facilitating conversations among the new members. Each new member will have three minutes to introduce and then converse with the new member from the other chapter. We will rotate until everyone has had the opportunity to introduce and converse with everyone in the opposite organization. No one will be forced in any way to participate.
 - Why
 - We believe that it is important that the community knows each other. With the busy schedule of many Lehigh students, it is sometimes hard to make friendships outside of your organization. By blocking out some time for the new members, we can assure that they have the opportunity to know as many Greeks as possible.

- Career Center & ATO Resume Workshop
 - Location
 - Rauch
 - Date/Time
 - Feb 23 at 4:30
 - In attendance
 - New Member Educator, Academic chair, Preston Read, all new members
 - Activity
 - Explore career opportunity and hear interview/networking tips



- Description
 - This will be an opportunity for the new members to explore career opportunities and get help with their resume. They will also learn how to network with alumni. This event will be led by Preston Read in addition to staff from the Career Center.
- Why
 - We think that an essential part of being a member of Alpha Tau Omega is the ability to present yourself in a professional manner. This starts with networking and your resume.
- Sex Communication
 - Location
 - ATO chapter house
 - Date/Time
 - Third week (Depending on Ms. DeSipio’s schedule)
 - In attendance
 - All new members and the entire executive board, any general members that would like to attend
 - Activity
 - Sexual communication
 - Description
 - We will have at least one meeting with Ms. Brooke E. DeSipio, PHD. (bed4@lehigh.edu) We intend to be part of the new “Sexual Communication” programing being developed by Ms. DeSipio and her staff. We have agreed to be the pilot of the new programming so we can help tweak the education to have the greatest impact on the community. While this pilot programming has not been scheduled, we are committed to this effort and will inform OFSA as soon as the event is scheduled to update our official schedule.
 - Why
 - Alpha Tau Omega is committed to preventing gender violence and informing the community about its relevance at Lehigh. We would like to equip our future leaders to be aware of and prepared for the atrocities committed by some members of the community. We want our new members to know what to do if they see gender violence in any form.
- Professor Savino: Personal Branding
 - Location
 - ATO Chapter room or Rauch Business Center
 - Date/Time
 - Second week (depending on Professor Savino’s schedule)
 - In Attendance
 - Professor Savino, all new members, New Member Educator, any general members that would like to attend
 - Activity
 - Personal Branding



- Description
 - Professor Savino's has an unconventional and an aggressive strategy towards networking and contacting professionals for internships and jobs. We want our new members to know about his strategy and how to incorporate it into their future time at Lehigh.
- Why
 - Alpha Tau Omega is committed to providing professional development throughout the new member education process and this presentation has been identified as the most beneficial that any general member has seen. We think that Professor Savino's insight into personal branding will be beneficial to our new members for their time at Lehigh and beyond.

Final Word:

We, the brothers of Alpha Tau Omega, look forward to educating our new brothers on the morals and values of ATO and on the best way to excel at Lehigh, while making lifelong friends along the way. Becoming leaders within our campus community is something that we have been working on over the last few years, and we plan to continue this support for our community through our new member education process and continuing education program. Welcome to the brotherhood!