Psi Chapter of the Chi Phi Fraternity

New Member Education Program

Fall 2019

Purpose

The Chi Phi New Member education is based around the values of our fraternity. Friendship, respect, honesty, responsibility, commitment, and personal development are the foundation upon which this plan is built. The creed and ritual are the lifeblood of the fraternity, conveying their importance and understanding in a positive way is integral to the education of our new members. The discussion questions are a guide to start conversations about specific topics. These questions are meant to facilitate meaningful conversation about the topics at hand. The purpose of our chapter’s new member education program is to educate our future brothers on the national and local history, inform them of our chapter’s
operations of strength, as well as familiarize our new members with the composition of the brotherhood.

The Chi Phi experience should aim to encourage individual achievement, promote adjustment to college life, encourage and build respect for the individual, stimulate intellectual growth, promote an understanding of the fraternity, promote the diffusion of cultural and social graces, and to promote friendship amongst new members and active brothers. Our new member education plan looks to ensure that New Members understand the basic workings, structure, and operations of the Chapter, ensure that New Members believe in and are committed to living the values of Chi Phi Fraternity, help a man acclimate to the culture of the Chapter; develop a continually growing level of Brotherhood and Friendship between Brothers and New Members, and build one’s knowledge of Chi Phi operations and history.

**Expectations of Stakeholders**

It is expected that at all times active brothers and alumni are to respect the rules, regulations, and standards of the new member education process that will be addressed below in the Anti-Hazing Statement. All active brothers are to present at rituals, ceremonies, and initiation, unless otherwise granted permission by the chapter Alpha or Theta due to previous obligations. It is expected that new members are to be present at all of the lessons, rituals, and ceremonies, unless otherwise granted permission by the chapter Alpha or Theta due to previous obligations.

New members are expected to communicate any questions, comments, or concerns regarding their new member education program to the chapter Alpha or Theta. New members are expected to prioritize their studies and academics before other priorities, including the joining of the Psi Chapter of the Chi Phi Fraternity.

**Financial Obligations**

The Chapter sets certain fees and will vary from Chapter to Chapter within Chi Phi as well as those on your campus. These payments go to the Chapter’s budget to facilitate the operation of programs by your Chapter. They pay for formal social events, mixers, intramurals, IFC dues, and many other costs incurred by your Chapter. Chapters with houses also assess fees for rent, house costs, and sometimes for a meal plan.

The National Fraternity provides numerous services to its over 58,000 members around the world. The fees assessed by the national Fraternity fund staff Chapter and Colony visits, legislative events and leadership institutes; provide for the publication of the Fraternity’s magazine, *The Chakett*; and support the operation of the Chi Phi National Office in Atlanta. The national office works to provide services and resources to Chi Phi’s approximately 60 Chapters and Colonies, over 56,000 living Alumni around the world, and numerous Chi Phi
The New Member fee of $100.00, assessed by the National Fraternity, is due immediately upon joining. The Chapter is responsible for reporting all New Membership to the National Office within five days of the Pledging Ceremony.

The Initiation fee of $240.00, assessed by the National Fraternity, is due one week following Initiation. The Chapter is also responsible for reporting the Initiation of all New Members and for paying their Initiation fee. This fee is also assessed only once.

The insurance fee of $263.00* is due annually, but is not assessed for New Members during their first academic term. If they pledge in the fall, one half of the assessment will be charged during the spring term. Our insurance is a pool with other fraternities, so we face rate increases due to risky behaviors on the part of other fraternity chapters. Insurance heavily increased this year to $263.00*/member due to the fact that fraternities in other schools had to use the insurance. (Note: The liability insurance only applies if the Chapter is in compliance with the Chi Phi Personal Safety Policy.)

Undergraduate dues of $77.50 are assessed to each semester for a total of $155 a year, but are not assessed to New Members in their first academic term.

* = Subject to Change Annually
Anti-Hazing Statement

The Chi Phi Fraternity does not tolerate hazing of any kind, at any time, under any circumstances. As taken from the Chi Phi Constitution, every New Member and Brother of Chi Phi Fraternity has the following obligations:

A. No membership of the Chapter shall permit a program during membership education (pledging), initiation, or membership of a person which tends to harm physically or spiritually or morally degrade the New Member, Brother, or Chapter of the Fraternity.

B. All forms of hazing are prohibited. This includes the guidelines set out by Lehigh University Administration in the Spring of 2019 which does not permit the consumption of alcohol by members in the presence of new members, or the consumption of alcohol by new members in the presence of members, for the duration of the New Member Education Program.

C. 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 may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities that are not consistent with academic achievement; fraternal law, ritual, or policy; the regulations and policies of the educational institution; or applicable state law.”

D. Any Officer, Brother, New Member, or Alumnus has a duty to follow this provision.

E. The Chi Phi Fraternity also believes that there is no such thing as an innocent bystander.

It is everyone’s responsibility to combat hazing whenever it is present or has the potential of being so. Brothers, New Members and Alumni all have the responsibility to report and confront hazing if they become aware of it, initiate it or are a victim of it.

Hazing Reporting Protocol

A. The Chi Phi National Staff will hold in confidence the name of anyone reporting hazing activities and can be contacted directly at (404)-231-1824.

B. Lehigh University Office of Fraternity & Sorority Affairs Phone: (610)758-4157

    Confidential Form: https://cm.maxient.com/reportingform.php?LehighUniv&layout_id=15

C. Lehigh University Student Affairs Hazing Prevention website: http://studentaffairs.lehigh.edu/hazing-prevention

D. Anti-Hazing Hotline: The national anti-hazing hotline can be reached toll free at all hours at: 1-888-NOT-HAZE (1-888-668-4293)
E. In the event that a new member of the chapter witnesses or is personally involved in hazing, that individual should contact the Alpha and/or Theta to inform them of the incident and to gain their support. In the event that the Alpha or Theta are involved in the hazing incident, the reporting to one of these officers should be defaulted onto the uninvolved party. In the event that both of the aforementioned parties are involved in the hazing, the reporting should be defaulted to another trusted member of the brotherhood or alumni for guidance and support, or solely to the resources above. Note that this form of reporting should never replace the resources listed above.

**Syllabus**

**Note:**
All meetings will be held at the chapter house, usually in the library or chapter room; unless informed otherwise. Brothers are expected to attend most meetings as discussions are valuable to all. Meetings will be facilitated by the new member educator, chapter officers, and alumni.

**Philanthropy:**

This is the third semester we will be working with the Boys and Girls Club of Bethlehem to support their after-school homework club three days a week. This cause is extremely important to our Chapter; thus new members will be expected to volunteer with the rest of the brotherhood once a week. We currently send five brothers to help Tuesday through Thursday. New Members will be able to pick which day works best with their schedule and be integrated with the rest of the brotherhood. Brothers themselves are also expected to tutor with the Boys and Girls Club once a week.

**Day 1: Saturday September 14th, 2019**

**I. Pledging Ceremony - 10:00am - 11:00am**
   A. Open ceremony conducted by the chapter Alpha; friends, family, and guests of the chapter are encouraged to attend this ceremony of celebration. **All brothers will be required to be in attendance.**
   B. Alumni will be encouraged to attend.
   C. Formal attire should be worn by all.

**II. New Member Expectations – 12:00pm – 12:30pm**
   Led by chapter Alpha, Beta, Theta

   A. Discussion about expectations of new member education program and review of syllabus for the New Member Education Program. Program materials are distributed, all from the Resource Guide provided by the Chi Phi National Office.
III. Chapter Operations: Executive Board - 12:30pm - 1:30pm
   A. Introduction to all executive board positions and their delegated roles and responsibilities; includes the Alpha, Beta, Gamma, Delta, Epsilon, Zeta, Eta, Theta, Iota
   B. All members of the executive board present their roles and responsibilities to group, answer questions, and ask new members which roles they could see themselves filling in the future
      a. Position descriptions and responsibilities can be found in chapter bylaws
   C. Discuss these questions regarding chapter operations:
      a. Why is it important that the Chapter meet at least once per week?
      b. Why should the Chapter be goal driven? How does that make the Chapter more effective?
      c. Why is it important that the Chapter and its officers have clear and regular communication with the Greek Affairs Office, the Chi Phi National Office, and its Alumni?
   D. Discuss Robert’s Rules of Order

IV. Risk Management Education Meeting - 2:00pm - 3:00pm
   Led by chapter executive board Alpha, Beta, Eta, and Theta, presentation by brother Eta.
   A. Discusses the risk management plan on the Psi chapter as well as the proper risk management tactics that are utilized for a variety of scenarios. Emergency contact information is exchanged, directions are given, contact information among the new members is exchanged.
      a. Use the provided 2019 National Chi Phi Risk Management Policies
      b. Cover the Chi Phi National Risk Management Policies
   B. Break the New Member class into groups and have each group discuss a case study.
      a. Each group should be prepared to present the case study to the group.
      b. You must discuss what is wrong, the violations of Chi Phi’s policies as well as how to fix the issues present.
   C. Discuss:
      a. Why is it important to follow the Risk Management Policies?
      b. How does proper risk management benefit the Fraternity?
      c. How does improper risk management hurt the Fraternity locally? Nationally?
      d. What do you feel are your risk management challenges as a Chapter? As a campus?
      e. How does having proper risk management align with the Values of the Creed?

V. Values Discussion - 6:15pm - 7:00pm
   A. Creed
      a. Have the Brothers stand up and recite the Creed of the Fraternity
      b. Afterwards, the Brothers and New Members should discuss:
i. What part of the Creed is the most important to you as a Chi Phi?
ii. Why do you feel that it is important for the Fraternity to have a Creed?
iii. How has the Creed impacted your daily life?
iv. How has your understanding of the Creed evolved throughout your time as a Chi Phi?
v. Why is the Creed a vital part of what it means to be a Chi Phi?
vi. What part of the Creed means the most to you and why?
vii. What does it look like for someone to “live the Creed”?
ix. Did you witness a Brother or New Member “living the Creed” in recently?
ix. How can you “live the Creed” in your daily life?

B. Values of the Fraternity
   a. Present the Values of the fraternity to the New Members
   b. Brothers and New Members can answer these questions:
      c. Chi Phi’s values of Truth, Honor, and Personal Integrity are listed as the foundations upon which Chi Phi is built. Why is it important for the Fraternity to be built on these values?
      d. How can you live up to the Values of Chi Phi in your daily life?
      e. What values stand out to you?
      f. If you could add a value to Chi Phi’s Core Values, what would it be?

B. The True Gentleman
   a. Present the True Gentleman to the New Members
      i. Brothers and New Members can answer this question:
         1. Why, in this day and age, is it important to be a True Gentleman?
         2. What ways can and do we exemplify this?

C. Prayer of the Fraternity
   a. Have Brothers and New Members stand and say the Prayer of the Fraternity

D. Gather Brothers
   a. Have Brothers and New Members stand and sing Gather Brothers

VI. Secrets Ceremony Part 1 of 2 - 7:00pm - 8:00pm
   Local Psi chapter tradition conducted by Alpha and Theta. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.

Day 2: Sunday September 15th

I. National History Lesson 1 - 4:30pm - 5:30pm
   A. National history lesson led by chapter Zeta, new members are to take notes and remain engaged.
   B. Chapter Sigma will also be present to background check new members in order for them to sign up to tutor at the Donegan Elementary School with the rest of the brotherhood
      a. Filling out background check forms and submitting them to the state
II. Secrets Ceremony Part 2 of 2 - 6:30pm - 7:30pm
   A. Local Psi chapter tradition conducted by Alpha and Theta. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.

Day 3: Monday September 16th

I. Greek Life on Campus / Interfraternalism - 4:30pm - 5:30pm
   Led by James Lamphier and Devore McIntosh*
   A. Have a Greek Life representative discuss Greek life on Campus:
      a. What is the climate of Greek life on Campus?
      b. Where do you see Greek life heading?
      c. What type of environment do you want Greek life to be?
      d. What are some initiatives from the Greek Life Office?
      e. How can Chi Phi help achieve those initiatives?
   B. Interfraternalism:
      a. Why is Interfraternalism so vital for the survival of Greek life as a whole?
      b. What can you do as Chi Phi to promote Interfraternalism on your campus?
      c. What is Chi Phi’s brand on campus currently?
      d. Does that brand align with the Chi Phi Creed and Values?
   C. Academics
      a. What are the academic requirements for both Brothers and New Members?
      b. What is the current All Men’s and All Fraternity average?
         i. How does Chi Phi compare?
      c. What academic resources are currently available on Campus?
   D. Philanthropy
      b. Use the provided resource from the national office to discuss Chi Phi’s national philanthropies.
      c. Include any local philanthropies the Psi Chapter supports.
      d. What is the difference between philanthropy and community service?
         i. Why is philanthropy so important?
         ii. What kind of impact can philanthropy have on the image of Greek life?
            Chi Phi?
         iii. What are your thoughts on the philanthropies that we support?
         iv. Are there any other philanthropies you would like to support or participate in?

II. Chapter Operations: Non-Executive Board - 6:15pm - 7:00pm
   Introduction to all other non-executive positions and their delegate roles and responsibilities; includes the Kappa, Lambda, Mu, Nu, Xi, Omicron, Rho, Sigma, Tau, Upsilon, Academic Chair.
   A. What positions interest the New Members? Why?
   B. Which role do you aspire to have within the Fraternity?
   C. What steps will you need to take to prepare yourself for that role?
All members position holders present their roles and responsibilities to group, answer questions, and ask new members which roles they could see themselves filling in the future.

A. Position descriptions and responsibilities can be found in chapter bylaws.

III. Triple Origins Ceremony Part 1 of 3 - 7:15pm - 8:15pm

Star ceremony led by brothers Alpha, Theta, and Zeta. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.

A. After the Ceremony, ask the New Members and Brothers their thoughts and discuss:
   a. What do you feel is the meaning of this Ceremony?
   b. What can we learn from the Princeton Order that aligns with our modern Values?
   c. What do you think is important in the fact that 30 years went by and the idea of Chi Phi still appealed to men?
   d. Why is it important for us to recall the origins of our organization?

Day 4: Tuesday September 17th

I. Local History Lesson – 6:00pm - 6:45pm

Led by Brother Abels and the Theta. Have Brother Abels share the history and what it means to be a Chi Phi at the Psi chapter house. In the event of Brother Abels’ inability to attend, the Zeta shall present his materials after consulting with him.

A. Why is it important to recognize your local history?
B. What do you find unique or stands out about your local Chapter’s history?
C. How does your local history connect to National history?
D. What kind of mark would you want to leave on the Chapter’s history?
E. Discuss the role of your Alumni/Alumni Association/Chapter Advisory Board:
   a. What are their duties as Alumni?
   b. How can they best support the Chapter?
   c. How can the Chapter use Alumni as a resource for success?
   d. What does it mean to be a Chi Phi for life?

II. Triple Origins Ceremony Part 2 of 3 - Thursday 2/22/18 - 7:00pm - 8:00pm

Led by chapter Alpha and Theta. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.

A. Triple Origin Ceremony #2: Sword Ceremony and Debrief
   a) What sort of imagery was presented to you during this Ceremony?
   b) How does the concept of Honor in the Ceremony relate to us today?
   c) Chivalry is a word tossed around in the Ceremony. What does it mean to you?
   d) The Crossed Swords are represented on our Crest. How are these Swords and what do they represent to the Fraternity as a whole?
   e) What phrases from our Creed can we derive from this Ceremony? What
Day 5: Wednesday September 18th

V. Triple Origins Ceremony Part 3 of 3 - Friday 2/23/18 - 8:00pm - 9:00pm
   Led by chapter Alpha and Theta. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.

Fasces Ceremony and Debrief
   A. What is significant about the Hobart Order sprouting from a campus that already had three fraternities?
   B. What was the focus of the Founders of the Hobart Order? Why is it important?
   C. How does this idea represent itself in the Fraternity as a whole?
   D. What did you gather from the gothic reading of the Founding Order?

Day 6: Thursday September 19th

No New Member Education Activities
New Members will be informed of their responsibility to complete Chi Phi Connect Registration as well as GreekLifeEdu (an estimated 3-hour time commitment total) to be completed prior to the evening of Saturday September 21st.

Day 7: Friday September 20th

I. Big Little Ceremony - 6:00pm - 7:45pm
   A. Have Big/Little pairs sit through meeting on values together and then have a dinner to celebrate the ceremony. All brothers are required to attend. It will be made very clear that no alcohol of any kind will be permitted whether consumed at, or before, the ceremony. This applies to both brothers and new members.
   B. Creed of the Fraternity
      a. Have the Brothers stand up and recite the Creed of the Fraternity
      b. Afterwards, the Brothers and New Members should discuss:
         i. How has the Creed impacted your daily life?
         ii. How has your understanding of the Creed evolved throughout your time as a Chi Phi?
         iii. Why is the Creed a vital part of what it means to be a Chi Phi?
         iv. What part of the Creed means the most to you and why?
   C. Values of the Fraternity
      a. Present the Values of the Fraternity to the New Members
      b. Brothers and New Members can answer these questions:
         i. How can you live up to the Values of Chi Phi in your daily life?
         ii. What values stand out to you?
         iii. If you could add a value to Chi Phi’s Core Values, what would it be?
   D. True Gentleman
      a. Present the True Gentleman to the New Members
      b. Brothers and New Members can answer this question:
         i. Why is this behavior important to the True Gentleman?
E. Offer to have the Brothers teach the New Members “Gather Brothers” and the Prayer of the Fraternity.
   a. Prayer of the Fraternity
      i. Have Brothers and New Members stand and say the Prayer of the Fraternity
      ii. Brothers repeat prayer line by line, joined by new members
   b. Gather Brothers
      i. Have Brothers and New Members stand and say the Prayer of the Fraternity
      ii. Brothers repeat prayer line by line, joined by new members

F. Why are these important to Chapter and Fraternity history?
   a. Why is it important to know these documents?
   b. Why are these important to Chi Phi?
   c. How do these documents convey Chi Phi’s Values?
   d. Is there anything else you feel that make Chi Phi unique?
   e. How are these documents applicable in your everyday life?

Day 8: Saturday September 21st

IV. Trip to Tschoops Grave, Initiation Ceremony, Grand Lecture - 8:00AM - 12:00PM
Located in the Moravian Cemetery, Bethlehem PA, Psi Local Tradition as directed by Brother Scheller. All brothers will be strongly incentivized to attend. Sophomores and Juniors will be required to attend.
   • Time of Initiation: 8:00am – 12:00pm
   • Transportation facilitated by brother giving rides in personal vehicles