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 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 Chief Executive Officer, Lois Kim, Chief Learning Officer, Meghan Reynolds, and New Member Director, Sofia Ramirez. The three will convene over the matter, and inform the Advisory Board Chairman, Ashley Sciora. 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 limitation, 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 events the initiated members can sign up for including service opportunities or any charity events.

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 New Member Education Program. 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 two, two hour blocks of study hours, on different days of the week. We will then announce these hours during chapter and remind initiated members of them each week. This gives new members two different days to come up and 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 OFSA and our chapter advisors. Scholarship and time management are priorities, and this can give new members the opportunity to do homework or studying in a relaxed environment while at the house getting to know the initiated members. Based on poll results, study hours are from 7:00 pm to 9:00 pm on Wednesdays and 6:00 pm to 8:00 pm on Thursdays.

On Thursday's all New Members will be invited to the house for lunch with the initiated members between 11-2pm.

Goals
Throughout the education 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.

Education Schedule

Week 1:

- Monday, January 21th, 2019: Bid Day Minute to Win It, 2pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - After receiving their bids, new members will be greeted by initiated members. They will be provided a bus up to the chapter house where the remainder of initiated members will be waiting to celebrate. This is a great time for initiated members to get to know the new members in depth. After a brief introduction, new members will participate in Minute to Win It challenges with the initiated members to get to know each other. Snacks, drinks, and goodie bags will be provided.

- Tuesday, January 22st, 2019: Initial Meeting, 7:00 pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
- New members will meet with their new member educator (Sofia) and CLO (Meghan). At this meeting, we will introduce ourselves and create forms of contact (i.e. email, phone numbers, Facebook group) so we can keep the new members in the loop and they know how to contact us when needed. We will also give them the schedule for the week and answer any initial questions. We will explain what to wear and what to expect from Pledge service the following day.
- Also invited to this meeting is the Chief Operating Officer, Abby Lombard. After the new member orientation module, she will introduce herself and her position. In case of any type of emergency, she is the person to contact first. For this purpose, she will pass out her risk prevention team business cards that have her contact information on them. She also oversees the risk prevention committee. It is very important that the new members meet her and give her their completed emergency forms, in case anything was to ever happen. Even if it was something small, such as being afraid to walk back to their room late at night, the Chief Operating Officer has been known to go out of her way for initiated members of this chapter. She should be someone the new members meet right away, and are comfortable with.

- Thursday, January 24nd, 2019: Pledge Service, 6:30 pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez and Meghan Reynolds (CLO)

- Friday, January 25rd, 2019: Theta Beginnings, 6 pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - Following the Pledge Service, we will have the new members attend their first module. At the beginning of every module, we will be playing an ice breaker game for five to fifteen minutes. We will also be alternate this with Sister Spotlights where we will be introducing three to four initiated chapter members at the beginning of modules, depending on availability and length of modules. These introductions are two to three minutes long for each initiated member and meant to be a quick get to know you. This will create opportunities for new members to connect with initiated members through commonalities. By introducing initiated members a few at a time, we hope that new members are able to more easily connect with initiated members as smaller groups are less intimidating and more personable than our whole chapter. It also gives initiated members the opportunity to share a little bit more about themselves. All in all, our introductory part of our modules, either an ice breaker or sister spotlight will only take 10-12 minutes.
  - New members are asked to make collages on kites that best represent them, which
will be presented at the next new member meeting. These kites based on a piece of poster board cut into the shape of a kit with magazine cut-outs, inspirational quotes, literally anything the new members feel like contribute to describing themselves. The main focus of the first week is allowing our new members to become acquainted with the chapter and all initiated members, as well as the other new members. Finally, we will have new members write letters to themselves stating their goals, aspirations, thoughts, feelings, and hopes for continued development that will be sent to them after Initiation. We will ask the new members to describe what they hope to get out of their experiences as well.

- Each new member will be instructed on how to access their new member workbooks, which will be used over the coming weeks for the new member education process. They also receive information on the initiated members in the chapter as well as a calendar of new member activities. They will be instructed to complete the Personal Information/ Biographical form on the Theta website as well. The new member director will discuss with the new member class the importance of time management and will answer all questions they have about the process. Headquarters has provided us with manuals that specify exactly what will be learned over the new member education period. 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, the new members are making an important commitment to the chapter and are encouraged to participate. Also in this week’s new member class meeting, the new member director will go over the reading from Module #1: Theta Beginnings.

- Also invited to this meeting is the rest of Kappa Alpha Theta’s Executive board so they can quickly introduce and explain what their role is in the chapter.

- Thursday, January 24th, 2019: New members are invited to lunch at the house, 11-2pm

**Week 2:**

- **Academic Mentor Week**

  - Academic mentors are scholastic mentors for the new members. Academic mentors will be chosen based on the same or similar major to their mentee so new members can work with them regarding Theta and scholarship matters. It’s another way for the new members to feel connected and a part of the chapter and have an optional study buddy. The academic mentors will give advice to the new
members on their major and college through a lunch or dinner that week. The week ends on Friday with the kite academic mentor, who will give the new members a handmade Theta kite card. Similar to study hours, the kite academic mentor program will be an opportunity for academic mentors and new members to strengthen their professional growth and successful foundation for the rest of their time at Lehigh.

- **Sunday, January 27th, 2019:** Cabinet Info Session, 6:10 pm
  - Kappa Alpha Theta Chapter House
  - Cabinet members
  - New members will be briefly introduced to the non-executive officers on Theta’s cabinet, who will each give a brief description of their position and their impact on the chapter.

- **Sunday, January 27th, 2019:** Chapter Meeting, 6:30 pm
  - Kappa Alpha Theta Chapter House
  - Lois Kim

- **Monday, January 28th, 2019:** New Member Class meeting; New Member Workbook Module #2, 5:30 pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - In this new member class meeting, the New Member Director will go over the reading from Module #2: Intellectual Curiosity. This meeting will inspire the Creative Curiosity in the new members and encourage them to think outside of the box, engage in self-reflection, and learn the tools to assist in personal balance. From this module, the new members will learn about different requirements for Kappa Alpha Theta internationally, and learn more about the Kappa Alpha Theta Foundation, the International Foundation that donates money to initiated members. We will invite the scholarship director, Emily Glueck, to explain her role in the chapter, the GPA requirements of Kappa Alpha Theta, and the scholarship requirements of being in a sorority at Lehigh. Emily will also take the time to explain to the new members what scholarship resources are available to them.
  - The academic mentors will also be present for this module to help the New Member Director facilitate small group work. The academic mentors will be working with a small group instead of being paired up with their assigned new members, as they have not been revealed to new members yet, but all academic mentors will be trained prior to the module and receive the facilitator’s guide.
Tuesday, January 29th, 2018: Panhellenic New Member Orientation, 4:00 pm
  ○ Lamberton
  ○ Sarah Cohen and Panhellenic Counsel

Thursday, January 31st, 2019: New members are invited to lunch at the house, 11-2 pm

Friday, February 1st, 2019: Academic Mentor Reveal, 4:15 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez
  ○ The new members and kite academic mentors will gather in the living room to receive their gifts and discuss what they learned from each other and will continue to hope to learn from their mentorship throughout their duration at Lehigh.

Week 3:

Sunday, February 3rd, 2019: Chapter Meeting, 6:30 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Lois Kim

Monday, February 4th, 2019: New Member Class Meeting; New Member Workbook Module #3, 6:00 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez
  ○ We will go over module #3 in their New Member Workbook: Personal Excellence. It is all about the benefits of being in Theta and exploring how the new members values align with Theta’s. The CEO, Lois Kim, will attend this meeting to share what Theta means to her. This week helps the new members get excited to officially be a member of Kappa Alpha Theta. Following the CEO’s talk, members will be given a chance to reflect on their time thus far in Theta and their identity development. This will be an opportunity to check-in and see how they have grown and how their personal values connect to Theta’s values.

Wednesday, February 6th, 2019: Be Your Own Social 6:00 pm
  ○ Center For Gender Equity
  ○ Sofia Ramirez
  ○ New members and initiated members will be invited to attend a Be Your Own crafting event hosted by the Center for Gender Equity (CGE). This event will allow them to define themselves on a personal and cultural level through artistic expression. Additionally, the director of the CGE, Rita Jones, will lead attendees in a discussion and provide crafting materials. At the end of the event, the new and initiated members will write brief artist’s statements to reflect on what their pieces mean to them and how they reflect their values. Partnership with this campus-wide event, will facilitate a space where new members and potential bigs
can be as vulnerable and personal as they choose, creating deeper bonds between them.

- Thursday, February 7th, 2019: New members are invited to lunch at the house, 11-2 pm

**Week 4:**

- **Big Little Week**
  - This week is one of the more exciting times as a new member. The big sister is someone that the new members get to look up to for guidance and advice, and they are welcomed into their family and Theta lineage. It’s always a really fun time in the chapter. New members receive clues from the big sister as to what their identity is. 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. The week ends with the revelation of each initiated member’s big/family and family photos are taken. See more details about the reveal below.

- **Sunday, February 10th, 2019:** Chapter meeting, 6:30 pm
  - Kappa Alpha Theta Chapter House
  - Lois Kim

- **Monday, February 11th, 2019:** New Member Class Meeting; New Member Workbook Module #4, 6:00 pm
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - This week we will have our usual new member class meeting: this time on Module #4: Widest Influence for Good. This section talks about philanthropy, service, and giving back. It is important to participate in giving back to the community, and new members will be able to share clubs or opportunities they take part in that help those in need. We will invite the Philanthropy Director, Maria Macaluso, who can also discuss service opportunities around campus, and in the Bethlehem community. Also, she will discuss our international 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.

- **Thursday, February 14th, 2019:** New members are invited to lunch at the house, 11-2 pm

- **Thursday, February 14th, 2019:** Pre-Initiation Module, 4 pm
  - Kappa Alpha Theta Chapter House
Meghan Reynolds

This module will include all the information needed to get ready for initiation including such things as food allergy awareness and what to wear

- Thursday, February 14th, 2019: Loyalty Service, 5 pm
  - Kappa Alpha Theta
  - Sofia Ramirez and Meghan Reynolds

- Friday, February 15th, 2019: Big/Little Sister Revelation, 8:30 pm
  - Kappa Alpha Theta Chapter House
  - Abby Lombard (Chief Operating Officer)
  - The new members and potential big sisters will gather in the living room in a big circle. One-by-one, the new members will step inside the circle and be able to look around at all of her potential big sisters. After a few seconds of suspense, the big sister will step forward and reveal her identity. Everyone in the circle cheers for the new big/little sister duo. After some laughs and a lot of hugs, the new and initiated members are encouraged to hang out at the chapter house to get to know each other better.

- Saturday, February 16th, 2019: Initiation, 10 am
  - Kappa Alpha Theta Chapter House
  - Lois Kim and Meghan Reynolds

Post-Initiation

Week 5:

- Inspiration Week
  - This week is entitled Inspiration Week by Theta Headquarters because it begins to introduce new members to more intimate parts of Theta in small sisterhood activities that involve the whole chapter. There are numerous meetings this week with different events planned for each one. All initiated and new members are invited to every event throughout this week. This week is crucial because it helps the new members get closer with each other, the members of the chapter, and the other members in the Greek community.

- Sunday, February 17th, 2019: Chapter Meeting, 6:30 pm
  - Kappa Alpha Theta Chapter House
  - Lois Kim

- Monday, February 18th, 2019: Post-Initiation Ritual Module, 5:30 pm
  - Kappa Alpha Theta Chapter House
  - Meghan Reynolds
Monday, February 18th, 2019: New Member Workbook Module #5, 6:00 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez
  ○ We will have our last new member class meeting, going over the fifth module, which is Leadership Potential. Theta’s tagline, Making a Difference Together, is very important to Epsilon Rho and 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.

Thursday, February 21st, 2019: Game Bonding Night, 9 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez
  ○ This game night is an opportunity for new members and active members to come together and bond. It is essential for the prolonged cohesion and success of our organization for new members to get to personally know active members during their new member education period. During this game night, we will be playing interactive games that are both personal and fun. The goal is to build comradeship between the new members and active members.

Thursday, February 21st, 2019: New members are invited to lunch at the house, 11-2 pm

Friday, February 22nd, 2019: Fireside, 7pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez, Meghan Reynolds, Dani Okun
  ○ This is a bonding event meant to share personal information with other members of Theta that does not come up in regular conversation. It allows people to get to know each other on a deeper level in order to help facilitate connections that make being part of a sisterhood special. It is an open forum for members to discuss current changes or problems on both a personal and chapter level. This is a critical event in making members feel connected and understood within Theta.

Week 6:

Sunday, February 24th, 2019: Chapter Meeting, 6:30 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Lois Kim

Monday, February 25th, 2019: Personal Excellence, 6 pm
  ○ Kappa Alpha Theta Chapter House
  ○ Sofia Ramirez
  ○ Following their final meeting, each new member will be paired with an initiated
member to craft family trees for their big sisters to give to them at the end of the week. We hope to pair the new members with a member of their family so they learn more about their sisterhood.

**Week 7:**

- **Monday, March 4th, 2019: Post-Recruitment Meeting, 6 pm**
  - Kappa Alpha Theta Chapter House
  - Audrey Sickles (CRO)
  - New members will meet with the CRO, Audrey Sickles, to learn about the recruitment process from the perspective of an initiated sister. Audrey will also explain more details of her role and the functioning of ERB.

- **Monday, March 4th, 2019: Intellectual Curiosity, 6:30pm**
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - New members will be given a presentation on how to dress for success. As new members exercise their intellectual curiosity through applying to on-campus leadership roles, such as an Orientation Leader, Gryphon, Camp Hawk Leader, work study positions, etc., this module will prepare new members to be successful within their leadership and professional pursuits. This will also aid new members as they are possibly exploring internships, externships, and other career opportunities outside of Lehigh. Ultimately, this module will provide important information to new members about how to professionally and appropriately dress in leadership and professional settings.

- **Monday, March 4th, 2019: Leadership Potential, 7pm**
  - Kappa Alpha Theta Chapter House
  - Sofia Ramirez
  - New members will have an opportunity to shadow a Theta officer. They will be able to ask the women in Theta who hold positions that they may be interested in and learn more about it.