



BIA FOR PLEDGES
CONDUCTOR MANUAL
UPDATED SEPTEMBER 2022



KAPPA SIGMA
FRATERNITY
A **BROTHERHOOD** LIKE NO OTHER

BROTHERS IN ACTION FOR PLEDGES

KAPPA SIGMA FRATERNITY

CONDUCTOR MANUAL





Brothers in Action for Pledges

Brothers In Action for Pledges is Kappa Sigma Fraternity's guide to preparing college men for life as a Kappa Sigma. The Fraternity has introduced this tool to help Pledges, undergraduate leaders, and alumni volunteers implement an unparalleled experience to educate our newest members about history and operations of the Fraternity.

We must make it our solemn duty to ensure the safety and well-being of our Pledges as they pursue the knowledge and fellowship that Kappa Sigma will provide them. Those who are entrusted with that care must never abuse their obligation and possess the foresight and fortitude to steer clear of situations that could be harmful to Pledges and damaging to Kappa Sigma. Upholding the values of Kappa Sigma during this process must be your constant care.

Brothers in Action for Pledges focuses on two main learning outcomes:

1. Prepare New Members for the Kappa Sigma Initiatory by learning the history and traditions of the Kappa Sigma Fraternity
2. Prepare New Members for the obligations of a Brother by integrating Pledges into the operations of the Chapter

All activities of this program are designed with one or both of these outcomes in mind.

Why these two outcomes?

The Ritual of Kappa Sigma is what binds us as Brothers. Without the understanding of the history of our Order, it would be impossible to understand the meaning behind the symbols and journey for which Pledges will be conducted. This meaning will not be construed through senseless drinking games, forced calisthenics, or dangerous activities; the meaning will only be conveyed through a trusted friend, a guide, who will conduct our newest members to a place of higher understanding. He will be a trusted friend and a guide, not a merciless thief taking away the true meaning of Kappa Sigma.

Our chapters are involved in many activities within Kappa Sigma like A Greater Cause, Brothers In Action, Champion Quest and Brothers having multiple obligations at your host institution like homecoming, Greek community relations, and participation in College/University events. It takes Brothers to meet those obligations and continuously operate the Chapter. Brothers In Action for Pledges must involve our newest members in the actual work of the Chapter.

After all, this is what they have signed-up for and what they will be expected to do as Brothers. Brothers In Action for Pledges will set expectations for Pledges to meet the obligations of a Brother on a probationary term. That does not mean we should turn the full operations of our Chapter over to our newest members; we must continue to be their guide in understanding how our Chapter and your College/University operates.



How is Brothers in Action for Pledges Designed?

Brothers in Action for Pledges is designed as 8 educational meetings with lesson plans, 4 required seminars (additional seminars are provided as an optional component), and 4 required online assessments to be completed by all Pledges prior to Initiation. Each component is designed to be implemented by a group of Brothers called The Conductors.

The make-up of The Conductors will be detailed in the next section. The meetings are designed to be instructional time where Pledges will be presented with information regarding the Fraternity and Chapter and can engage and inquire about the material. The Conductors will need to review all the required material for the meeting and prepare room setups, materials, and any guest presenters for the meeting. The Bononia Docet will serve as the basis for much of the material presented and Pledges should come prepared ready to discuss the material having read the information that will be covered during the meeting.

The meetings will cover the history of Kappa Sigma, general operations of the Fraternity and Chapter, and Chapter specific information. Brothers In Action for Pledges requires 4 seminars that equip Pledges to excel at the obligations of being a Brother. The seminars are designed either as complete “plug-and-play” tools or provide a prompt tool requiring The Conductors to identify a local or campus resource equipped to meet the required objectives.

Brothers In Action for Pledges has additional seminars that are optional for enrichment purposes. There is no reason initiated members should not attend these seminars as well.

Who are the Conductors?

The Conductors are 1 to 3 (or more if necessary) Brothers that have been selected by the Chapter to implement the Brothers In Action for Pledges program. The Brothers In Action Commission has established the following roles and duties for the Conductors:

The Conductor: The Chair of the Conductors The Conductor is chiefly responsible for adherence to the Brothers In Action for Pledges program requirements as established by the Fraternity and will serve as chairman of the Conductors (if more than one brother is needed due to the size of pledge class and Chapter).

The Conductor will ensure all aspects of the Brothers In Action for Pledges program as implemented by the Chapter are in compliance with the Code of Conduct and serve as the primary contact for Pledges regarding their progress towards initiation.

Assistant Conductor for Seminars: This Brother will help The Conductor by planning the required seminars (and optional seminars if applicable). The Assistant Conductor should schedule space, ensure the room layout is appropriate, and identify and secure the presenters. The Brothers In Action Commission has provided checklists on setting-up and completing each of these seminars. The Assistant should use the checklist to implement the seminar.

Assistant Conductor for Engagement: This Brother will help The Conductor by ensuring Pledges complete the required online assessments, assist in Big Brother matching and engagement, and evaluating Pledge participation at Chapter events. The Brothers In Action Commission has developed checklists for completing each of these duties. The Assistant should use the checklist to ensure all elements are completed.

The purpose and use of this document:

Brothers, you have been given the most important task of any Kappa Sigma, educating our new members. The purpose of this document is to provide a clear picture of what is expected of Conductors, those who will guide Pledges from pledging to initiation. The lessons provided were developed by educators within our order, using current educational strategies, and are structured to provide support for Pledges and Conductors throughout the pledging process.

Each lesson was carefully crafted considering the Four Pillars of Kappa Sigma. Conductors, it is important that you prepare for these lessons prior to the meetings. You may find that they are comprehensive enough that you can simply pick them up and use them, however there are preparations for most lessons that need to be completed.

A calendar has been created to help keep track of the assignments. The expectation is that the lessons are adhered to. The more preparation you put into these lessons, the better the outcome will be for the Pledges. Diligence should be your watchword.



PLEDGE PROGRAM OPTIONS

BROTHERS IN ACTION FOR PLEDGES

8 Week, 6 Week, 4 Week and 2 Week Brothers in Action for Pledges Program Options

The Brothers in Action for Pledges Program has been developed with an 8, 6 , 4 and 2 Week Program options to tailor to the requirements of your college or university or needs of your Chapter.

Most Chapters are expected to follow the 8 Week Program, but there are those exceptions where some universities and colleges require pledge programs to be no more than 6 or 4 weeks. The Brothers In Action for Pledge Program has developed a 6 and 4 Week Program for those institutions.

The 2 Week Program is for chapter's in dire need to initiate quickly and requires approval by Alumnus Advisor, District Grand Master, and Headquarters Staff.

Table of Contents:

Kappa Sigma Fraternity Pledging Standards

8 Week Program

6 Week Program

4 Week Program

2 Week Program



Kappa Sigma Fraternity Pledging Standards

Developed by the Brothers In Action Commission (2021)

The Kappa Sigma Pledging Standards (KSPS) are the standards for what pledges should know and be able to do at the end of their pledge period. The Brothers In Actions Commission adopted the KSPS in order to better regulate the information learned during the pledgeship divided into 2, 4, 6, and 8 week periods based on need. The KSPS will streamline the role of the Conductor so that they focus on only the necessary standards. The BIA Commission will periodically review and revise the KSPS.

Initiate Standards are divided into five categories: History, Leadership, Fellowship, Service, and Scholarship. Every New Member to the Kappa Sigma Fraternity must learn and apply these standards before initiation.

*The numbers following each of the standards indicate the inclusion within a given week based on the program that particular chapter is using. (Ex. a 8,6 would have this information only in the 8 and 6 week pledge programs)

History

1. New Members will know and understand the history of the Kappa Sigma Fraternity by:
 - a. Explaining the European founding of Kappa Sigma, Manuel Chysoloras, Baldasare Cossa, the City of Bologna, and the significance of the year 1400 (8,6,4,2)
 - b. Explaining the American founding of Kappa Sigma, Five Friends and Brothers, 46 East Lawn, and the significance of the year 1869 (8,6,4,2)
 - c. Explaining the role of Stephen Alonzo Jackson.(8,6,4,2)
 - d. Explaining the importance of the "Decade of Dominance" (8,6,4)
 - e. Explaining and knowing the history of their local chapter and Greek life on their campus. (8,6)

Fellowship

2. New Members will know and understand the Fellowship Pillar of the Kappa Sigma Fraternity by:

- a. Explaining what Fellowship means as a Kappa Sigma (8,6,4,2)
- b. Memorize and Know the Star and Crescent; (8,6,4,2)
- c. Identify the badge, colors, flower, and other traditions of the Kappa Sigma Fraternity; (8,6,4,2)
- d. Explain the Brothers In Action and the Champion's Quest programs (8,6,4)
- e. Explain the Leadership Conferences and Grand Conclave (8,6,4)
- f. Explain My Brother's Keeper and the importance of diversity in fraternity life. (8,6,4)
- g. Explain the significance of the Caduceus; (8,6,4)
- h. Memorize and Know the Pledging Ceremony - It is an expectation for those new members that participate in the 2 or 4 week programs that they learn the ceremony within a specified time following initiation; (8,6)
- i. Setup and execute a Brotherhood Development Event (8,6)

Leadership

3. New Members will know and understand the Leadership Pillar of the Kappa Sigma Fraternity by:

- a. Explaining what leadership means as a Kappa Sigma (8,6,4,2)
- b. Explain the role of chapter officers: Grand Master, Grand Procurator, Grand Master of Ceremonies, Grand Scribe, and Grand Treasurer (8,6,4,2)

Leadership (cont)

- c. Explain the role of chapter volunteers: Assistant Alumnus Advisors, Alumnus Advisors, District Grand Masters, and House Corporation. (8,6,4,2)
- d. Explain the role of the Supreme Executive Committee: Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer. (8,6,4,2)
- e. Explain the role of the Executive Director and the Headquarters staff. (8,6,4,2)
- f. Understand the Constitution, By-Laws and Rules of the Kappa Sigma Fraternity (8,6,4,2)
- g. Understand the code of conduct of the Kappa Sigma Fraternity- Regardless of membership status or length of pledge program, every new member should be given a copy of the code of conduct. (8,6,4,2)
- h. Understand the By-Laws of your Chapter - Regardless of membership status or length of pledge program, every new member should be given a copy of by-laws. (8,6,4,2)
- i. Create an organizational chart including: the Supreme Executive Committee, Headquarters staff, Commissioners, District Grand Master, Alumnus Advisors, and Chapter officers. (8,6,4) - Address in BD as well
- j. Explain the role of the Undergraduate Advisory Committee. (8,6)

Service

- 4. New Members will know and understand the Service Pillar of the Kappa Sigma Fraternity by: a. Explain how Philanthropy and Service affect you as a Kappa Sigma (8,6,4,2)

Service (cont)

- b. Explain the minimum service requirements to be a member of Kappa Sigma. (8,6,4,2)
- c. Explain the A Greater Cause program. Make sure you explain the AGC Database and what it is used for. (8,6,4)
- d. Explain the John G. Tower Award (8,6)
- e. Identify other service organizations or opportunities that your chapter is involved in. (8,6,4)
- f. Log 2.5 hours of community service per week of pledge (8,6,4)
- g. Explain the Military Heroes Campaign. (8,6,4)
- h. Design a Service Project and/or Philanthropy Event (8,6)

Scholarship

- 5. New Members will know and understand the Scholarship Pillar of the Kappa Sigma Fraternity by:
 - a. Explain the importance of Scholarship as a Kappa Sigma (8,6,4,2)
 - b. Maintain a Grade Point Average above 2.0 (8,6,4,2)
 - c. Explain the Kappa Sigma Endowment Fund and the Scholarship-Leadership Awards (8,6,4)
 - d. Explain the awards packet, and how to apply as an individual and chapter (8,6,4)
 - e. Explain the Kappa Sigma Man of the Year (8,6)
 - f. Identify the scholarship chair in your chapter (8,6)

Table 1. Summary of the BSCS 5E Instructional Model

Phase	Summary
Engagement	<p>The teacher or a curriculum task accesses the learner's prior knowledge and helps them become engaged in a new concept through the use of short activities that promote curiosity and elicit prior knowledge.</p> <p>The activity should make connections between past and present learning experiences, expose prior conceptions, and organize students' thinking toward the learning outcomes of current activities.</p>
Exploration	<p>Exploration experiences provide students with a common base of activities within which current concepts (i.e., misconceptions), processes, and skills are identified and conceptual change is facilitated.</p> <p>Learners may complete lab activities that help them use prior knowledge to generate new ideas, explore questions and possibilities, and design and conduct a preliminary investigation.</p>
Explanation	<p>The explanation phase focuses students' attention on a particular aspect of their engagement and exploration experiences and provides opportunities to demonstrate their conceptual understanding, process skills, or behaviors. This phase also provides opportunities for teachers to directly introduce a concept, process, or skill.</p> <p>Learners explain their understanding of the concept. An explanation from the teacher or the curriculum may guide them toward a deeper understanding, which is a critical part of this phase.</p>
Elaboration	<p>Teachers challenge and extend students' conceptual understanding and skills. Through new experiences, the students develop deeper and broader understanding, more information, and adequate skills. Students apply their understanding of the concept by conducting additional activities.</p>
Evaluation	<p>The evaluation phase encourages students to assess their understanding and abilities and provides opportunities for teachers to evaluate student progress toward achieving the educational objectives.</p>

Bybee, Rodger W., author. (2015). The BSCS 5E instructional model : creating teachable moments. Arlington, Virginia: NSTA Press, <https://bscs.org/bscs-5e-instructional-model>.

8 WEEK LESSON PLAN



WEEK 1	
Content Covered	Introduction/Pledging Ceremony/Star & Crescent
Materials	Pledge Pins, Copies of Star and Crescent, Bononia Docets, Pledge Calendars, Ritual Equipment for Pledge Ceremony
Setting Required	A large space, preferably whatever you would use for chapter meetings
Lesson Standards	6. Memorize and Know the Star and Crescent; (3B) 7. Understand the Code of Conduct of the Kappa Sigma Fraternity (2G)
Lesson Objectives	1. The New Members will be able to understand the duties and obligations of a New Member. 2. The New Members will be able to identify the key values of a Kappa Sigma through the Star and Crescent 3. The New Members will record all volunteer information for their chapter (AA, DGM, International HQ)
Week 2 Work	Read History section of Bononia Docet (Pages 16-26), Identify 3 Brothers in the Chapter to be your big brother, Learn Star & Crescent and be able to recite aloud.
Engagement	<p>Introductions Have the New Members and the conductors seated in a large circle Each New Member and conductor will go around the circle and share the following information</p> <p>Name Hometown Major</p> <p>Two things that are true about the person and one false thing. (Two truths and a lie) The group will attempt to guess the lie, and then move on to the next person.</p>
Exploration	<p>Explore the Bononia Docet, Discuss the Pledging Ceremony</p> <p>Have new members open Bononia Doets to the "Resources" page and review the QR codes available for KappaSig.Net</p> <p>Review the "Introduction" Section (Page 9) with New members, and familiarize them with the layout of the Bononia Docet.</p> <p>Read the Kappa Sigma Code of Conduct, have the New Members take turns reading sections of the COC and discuss. (10 minutes) (Pages 12-15)</p> <p>Share this with the New Members: During your ceremony you were given five conditions that you must agree to.</p> <ol style="list-style-type: none"> 1. Apply yourself to your studies 2. Live the life of a moral gentleman 3. Keep sacred and inviolate all confidences of Kappa Sigma 4. Discharge to the best of your abilities the orders received by you from Kappa Sigma officers 5. Your Pledge can be released only by the chapter to which you were Pledged

WEEK 1 (continued)	
Exploration (Continued)	<p>Explore the Bononia Docet, Discuss the Pledging Ceremony</p> <p>Ask these questions to the group, allow time for discussion, take multiple answers</p> <p>Why are these conditions important?</p> <p>Responses should include discussion about how this lays the foundation for the Kappa Sigma Organization. New Member responses should vary but may reference a personal “code” or a set of rules that should be followed. New Members should be reminded that these rules will follow them throughout their New Membership and into brotherhood.</p> <p>What do they mean to you as a New Member?</p> <p>Responses will vary by New Member. There should be a level of significance and importance conveyed by the responses. New Members should understand that these rules form the basis of their New Membership.</p> <p>Was the Pledging Ceremony what you expected? Why or why not?</p> <p>New Members may respond with a “Yes” answer, indicating that they may have heard about the ceremony previously, or may be familiar with fraternal rites. They may also answer no and provide a variety of responses on what they expected.</p> <p>Many New Members may indicate that they thought there would be some form of hazing. This is a good time to remind them that there is no place for hazing in Kappa Sigma.</p>
	<p>Show Slide Deck 1</p> <p>Have members complete the “Pledge Records” Section of their Bononia Docets, Found after the Table of Contents</p>
	<p>Have New Members complete the “Star and Crescent” sheet individually, and then share their responses with the group. Discuss similarities and differences between responses:</p> <p>Star and Crescent Sheet</p> <p>The values of a Kappa Sigma are embodied within the Star and Crescent. What do each of the following words/phrases mean to you?</p> <p>Gentleman: Honor: Courage: Zeal: Humble: Intelligent: Truth: One Who Tempers Action with Wisdom: One Who Walks in the Light of God:</p> <p>Responses will vary extremely in this section. The focus should be on the New Members being better men as a result of the Star and Crescent. They may need help with certain definitions, such as Temper, or Zeal. Be prepared to explain them in context.</p>
Evaluation	Complete Week 1 Activity Page

Content Covered:

Traditional Founding/American Founding/Code of Conduct

Materials

Nametags; markers; dry erase; whiteboard; projector; screen;
pencils/pens; index cards, Copies of the pledging ceremony
(Strictly the ceremony that pledges hear/see, nothing else should be included)

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. Explain the European founding of Kappa Sigma, Manuel Chysoloras, Baldasare Cossa, the City of Bologna, and the significance of the year 1400 (1A)
2. Explain the American founding of Kappa Sigma, Five Friends and Brothers, 46 East Lawn, and the significance of the year 1869 (1B)
3. Understand the Code of Conduct of the Kappa Sigma Fraternity (2G)
4. Memorize and Know the Pledging Ceremony - (3H)

Lesson objective(s):

1. The New members will be able to explain the
European and American Foundings of Kappa Sigma
2. The New Members will review the Code of Conduct
3. New Members will begin learning the pledging ceremony

Work for Week 3:

Read Remainder of History section of Bononia Docet (Pages 27-37) and Fellowship (Pages 38-45); Begin learning the ceremony of pledging.

Engagement:

3-2-1 On an index card, write down three facts from the last Pledging class, two facts from your reading, and one question you still have.

Discuss with the group and write down good, short answers on the whiteboard.

Exploration:

Whole group discussion:

Who are the important figures of the Kappa Sigma founding? Why?

As a group, work together to write on the whiteboard any information about the important figures of the Kappa Sigma founding that the New Members recall from the founding. Either have the conductor write the information on the board or have the New Members “brainstorm” the information on the board through a web or table.

Explanation:

Use these questions to guide discussion and instruction:

Fraternity History

Who is Manuel Chrysoloras? Why is he important to Kappa Sigma?

Responses should include:

Chrysoloras was a Greek scholar and statesman who traveled to the University of Bologna and Taught there. He revived the study of Greek in the Christian West. He authored the first academic text for the teaching of language. He formed a society of disciples for mutual protection against physical attack and robbery from the governor of Bologna, Baldassarre Cossa. He is the Father of Kappa Sigma.

Where was the European tradition of Kappa Sigma established? What is this city known as?

The European tradition was established at the University of Bologna.

It is known as the city of letters.

Describe the city.

It is known as the city of letters. It was protected by a wall accessible by 12 gates. It is known for 2 famous towers, Torre degli Asinelli and Torre Garisendi

Explanation:

Who are the five friends and brothers?

- o William Grigsby McCormick – resident of 46 East Lawn (Chicago, Illinois)
- o John Covert Boyd – (Bradford Springs, South Carolina)
- o George Miles Arnold – (Troy, New York & Mobile, Alabama)
- o Edmund Law Rogers, Jr. – (Baltimore, Maryland)
- o Frank Courtney Nicodemus – (Baltimore, Maryland)

What did all of the brothers share in common?

They grew up during a bloody, divisive American Civil War. These five men from separate geographic areas of the country set all political, regional, and sectional differences aside for the sake of brotherhood and founded the Order sowing the seeds of Kappa Sigma's strength through diversity.

Review Code of Conduct. This was discussed last week in Week 1, now that the new members have had time to look over it, guide them with the discussion below:

What is the code of conduct? Why is it an important document?

The code of conduct is the set of rules and policies all Kappa Sigma New Members and initiates must follow at all times.

What effect does the code of conduct have on you as a New Member?

The Code of Conduct is the official policy document and risk management plan of the Kappa Sigma Fraternity.

Who is responsible for enforcing the Code of Conduct?

The ultimate responsibility of enforcing the Code of Conduct rests with the Executive Committee of the Chapter, but it is up to each New Member and initiate to speak out when actions do not align with the Code of Conduct or our values.

When does the Code of Conduct apply to you?

The Code of Conduct applies at all times and in all situations.

What are some common mistakes people make on the internet related to the code of conduct?

Responses may include:

Posting of inappropriate comments. Posting of inappropriate pictures/videos. Media of brothers in potentially compromising situations. Creating mass invitations to events. Allowing people to post on social media on behalf of the Fraternity when no such relationship exists.

The important idea is to have New Members think before they post, comment, or otherwise represent the Fraternity digitally.

What is something you have a question about within the code of conduct?

Responses will differ, often with specific scenarios being provided. Do your best to break down the questions. It is ok to not have an answer and tell them you will research further. Also do not be afraid to state "When in doubt, just don't do it".

Do you think there is one part that is more important than the others? Why?

Again, responses will differ. Focus on what the New Member class seems to think is important. Reinforce why that section is important, but also link it to other important sections. For example: The decision to post something inappropriate on social media may be seen as the most important, but that could have been prevented entirely by a brother following the rules for safe alcohol consumption.

Who should code of conduct violations be reported to?

Code of Conduct violations should be reported to the chapter's executive committee

Elaboration:

Your chapter wants to host a party with another Greek organization at their house. What are some potential violations fraternity members should look out for? How can they avoid them?

You know of a brother with a budding music career. He decides he is going to sing a rap about Kappa Sigma. What are some concerns that he should watch out for when creating the lyrics and marketing the song?

You are at an event with another organization. You see an attendee that looks to be visibly in distress. What is your responsibility to assist the individual? What if the event was a chapter event?

Evaluation- Four Corners: Code of Conduct Case Studies

Designate opposite corners of the room as Compliant with the CoC or a Violation with the CoC. Hang signs if necessary.

Position the class in center of the room and explain that if they believe the story is Compliant move to that corner or if it is a Violation move to the other corner.

Always have them return to the room's center after each question.

Once decisions are made have one New Member from each side justify why his answer is reasonable.

Discuss why they are correct or incorrect.

Bonus: Ask them if there is any way they can imagine to take their non-compliant scenario and make it compliant



WEEK 1 LESSON

BROTHERS IN ACTION FOR PLEDGES

Case #1

Your Big Brother wants to take the New Members to a field and make you run an obstacle course.

Case #2

At a social event, a male guest is unruly and is making other guests and Brothers uncomfortable.

Case #3

You and two of your Brothers attend a party of another Brother that has a beer pong as the source of entertainment.

Case #4

The Social Chair advertises a party with posters across the campus and on social media.

Case #5

A group of co-eds begin calling themselves the Kappa Sig Sweethearts and holding meetings in the house.

Case #6

A rush event is held at a local park where Brothers and PNMs play a game of touch football.

Case #7

The Social Chair sets up a party celebrating the end of the school year at a local restaurant with a bar and bartender.

Case #8

The chapter serves beer as a fundraiser at a stadium for the National Football League.

Content Covered:

Zeta Chapter/Stephen Alonzo Jackson

Materials

markers; dry erase; whiteboard; projector;
screen; pencils/pens; New Members

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. The New Members will be able to explain the importance of the “Decade of Dominance”
2. The New Members will explain the early history of the Zeta chapter.
3. The New Members will identify Stephen Alonzo Jackson and explain how he contributed to the expansion of the fraternity.
4. The New Members will understand that the volunteer alumni team is a key asset to the Chapter’s success and it is important to stay involved as an alumnus upon graduation.

Lesson objective(s):

Explain the role of Stephen Alonzo Jackson. (1C)

Explain the importance of the “Decade of Dominance” (1D)

Work for Week 3:

Read the Leadership section (Page 46-57) of Bononia Docet; speak with a Brother about the politics of your chapter; continue work on the ceremony of pledging

Engagement:

Ask new members the following questions, write down responses on whiteboard:

Why is recruitment important for any organization?

What happens to an organization that does not recruit enough members to replace those lost to churn?

Exploration:

Separate new members into small groups (this will be determined by the size of your class 3-5 is a good number)

What are good locations on your campus or around your school to meet new people?

How might you use those locations to recruit more members?

What are some of the benefits of Kappa Sigma that make it appealing to new members?

Explanation:

Discussion: History – Zeta Chapter Questions

Where is the Zeta chapter located?

The University of Virginia

What influential brother was almost prevented from joining Kappa Sigma because of infighting?

Stephen Alonzo Jackson

What can we learn from the near dismissal of that brother?

Responses will differ, it is important that New Members realize that every New Member has potential value, and no New Member should be released from their New Membership lightly. This is a theme that should carry with them through their brotherhood.

Stephen Alonzo Jackson

Why is brother Stephen Alonzo Jackson so important to Kappa Sigma?

He worked tirelessly throughout his life to build the internal structure, expansion, Ritual, and prominence of Kappa Sigma Fraternity. His love for the Order is unmatched.

What was the significance of the "Apples of Gold" speech?

It outlined Jackson's dream and provided the motivation for expanding Kappa Sigma "May we not rest contentedly until The Star and Crescent is the pride of every college and university in the land"

What are some of Jackson's legacies and contributions to Kappa Sigma?

The establishment of important structural pieces for the governance of the Fraternity including the Constitution, Bylaws and Rules, formalizing the Ritual of Kappa Sigma, and establishing the Supreme Executive Committee as a governing body.

Elaboration:

	Stephen Alonzo Jackson	Current Worthy Grand Master
Birthdate:		
Initiation:		
University/College:		
Chapter:		
Undergrad Positions Held:		
Year Graduated/Degree:		
Career after Graduation:		
Alumni Positions Held:		

How are they the same?

How do they differ?

How did SAJ influence the current WGM?

How do you think SAJ influenced the fraternity as a whole?

Evaluation:

Quickwrite - On an Index Card In 4-5 sentences

Explain the importance of SAJ to the fraternity.



WEEK 4 LESSON

BROTHERS IN ACTION FOR PLEDGES

Content Covered:

Fellowship/My Brother's Keeper

**Session should begin with a My Brother's Keeper delivered by an alumnus

Materials

Each New Member will need to bring their laptop/cell phone or other internet enabled device

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. New Members will know and understand the Fellowship Pillar of the Kappa Sigma Fraternity By:
 2. Explain what Fellowship means as a Kappa Sigma (3A)
 3. Identify the badge, colors, flower, and other traditions of the Kappa Sigma Fraternity; (3C)
 4. Explain the Brothers In Action and the Champion's Quest programs (3D)
 5. Explain the Leadership Conferences and Grand Conclave (3E)
 6. Explain My Brother's Keeper and the importance of diversity in fraternity life. (3F)
 7. Explain the significance of the Caduceus; (3G)
- Setup and execute a Brotherhood Development Event (3I)

Lesson objective(s):

1. Understand the importance of Fellowship as a Kappa Sigma
2. Explain what makes Kappa Sigma unique among other organizations including her rituals and symbols

Work for Week 3:

Read Leadership Section of Bononia Docet (46-57); continue working on the ceremony of pledging

Engagement:

Review from seminar:

Why is My Brother's Keeper Important?

What are the areas of focus for My Brother's Keeper?

What are some steps you can take if you believe a brother has a problem?

What are some campus resources available if you believe a brother may have an issue?

Begin by asking New Members what sorts of resources are available if someone is having each of the specific problems, responses can include on or off campus, elicit multiple responses for each item:

1. Drinking Problem
2. Drug Problem
3. Psychological Disorder
4. Health Concern

Exploration:

New Members will log in to their school's website. This can be done individually, pairs, groups or whole groups depending on your situation. They will find and record the locations and information regarding following resources:

1. Information on the school's counseling services
2. Information on student victim services
3. Information specific to drug/alcohol abuse
4. Information specific to depression/suicide

After finding the information, make sure everyone in the group has it recorded. Discuss why it is important as brothers to look out for each other and suggest resources if you believe it is necessary to be your brother's keeper.

Explanation:

Show Slide Deck 5

Discussion:

What does Fellowship mean to you?

Did you know that every new member in Kappa Sigma goes through the same pledging ceremony you went through? The rest of the ritual is revealed upon initiation but it is the same across every chapter of Kappa Sigma.

Why is it important that Kappa Sigma maintains this shared system?

Elaboration:

Work with your New Member Group to design a brotherhood development activity. This event should be one that is strictly for brothers and promote a sense of fellowship among the chapter. Consider local attractions or amenities that you could utilize. What are some events that could be held for differing budgets? For free? Explain the importance of

Evaluation:

Conductors should review Brotherhood development activities developed by new

Week 5

Content Covered

Leadership

Materials

markers; dry erase; whiteboard; projector; screen; pencils/pens; List of committees and other leadership positions available within the chapter; New Members

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. Explain what leadership means as a Kappa Sigma (2A)
2. Explain the role of chapter officers: Grand Master, Grand Procurator, Grand Master of Ceremonies, Grand Scribe, and Grand Treasurer (2B)
3. Explain the role of chapter volunteers: Assistant Alumnus Advisors, Alumnus Advisors, District Grand Masters, and House Corporation. (2C)
4. Explain the role of the Supreme Executive Committee: Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer. (2D)
5. Explain the role of the Executive Director and the Headquarters staff. (2E)
6. Understand the Constitution, By-Laws and Rules of the Kappa Sigma Fraternity (2F)
7. Create an organizational chart including: the Supreme Executive Committee, Headquarters staff, Commissioners, District Grand Master, Alumnus Advisors, and Chapter officers. (2I)
8. Explain the role of the Undergraduate Advisory Committee. (2J)

Lesson objective(s):

1. Explain the various volunteer roles within Kappa Sigma, both locally and internationally
2. Explain the roles of the executive director and headquarters staff.
3. Understand the Constitution, By-Laws and Rules of the Kappa Sigma Fraternity

Work for Week 5:

Read Scholarship section of Bononia Docet (Pages 58-67);
continue working on ceremony of pledging

Engagement:

Why is it important to be the leader when no one else is willing to be the leader?

Why should Kappa Sigma strive to have leaders on each campus we operate? How does it benefit us to have members in leadership roles?

How does this concept of leadership connect with the policies of the Code of Conduct?

How does the concept of leadership connect with the foundations of Kappa Sigma?

Exploration:

New Members will quickly brainstorm (bubble map, list, etc) everything that they think an alumnus should be and do. After 3 minutes, the group will discuss and the Conductor will

Explanation:

Discussion:

What is the UAC? Who can serve on the UAC and how are they chosen?

The Undergraduate Advisory Committee is a group of five elected by Area to be the voice of the undergraduates to the Supreme Executive Committee. These brothers are elected at Leadership Conferences and Grand Conclaves and attend all Supreme Executive Committee meetings.

What is a commissioner? How are they selected? Who do they report to?

The Commissioners of Kappa Sigma Fraternity are appointed by the Supreme Executive Committee to implement goals and objectives in specific areas of operations. The Commissioners implement important directives and programs as approved by the Supreme Executive Committee.

What is the role of the SEC?

The SEC carries out specific duties and responsibilities for their offices for the positions of Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer.

How are they selected for their position?

The brothers are elected at Grand Conclave by the delegates at the meeting and are charged with implementing the Constitution, Bylaws and Rules and other Fraternity directives.

These brothers are also elected by the delegates at Grand Conclave.

When are leadership conferences and grand conclaves held?

The Leadership Conference is held on even numbered years

The Grand Conclave is held on odd numbered years

What is a leadership conference?

Its goal is to assist with officer training and educational development. Four members of each chapter and colony are eligible to attend and are subsidized by the Fraternity. Other brothers may register at their own expense.

What is Grand Conclave?

It is the policy making body of the Kappa Sigma Fraternity. Undergraduate brothers from chartered chapters in good standing revise the Constitution, Bylaws and Rules as needed and elect the members of the Supreme Executive Committee for the next biennium. It is Kappa Sigma's Finest Hour.

What is the role of a housing corporation?

House corporations are responsible for managing the physical plant for those chapters that have houses. The House Corporation is a local organization made up of chapter alumni that have volunteered to maintain the upkeep of chapter property.

Does your chapter have a housing corporation? If so, who is on the board and what is their role?

Responses will vary.

Week 5 (continued)

Who is the alumnus advisor? Who does the AA report to?

Responses will vary. The AA reports to the DGM/ADGMs

What is the Alumnus Advisors role with your chapter?

Alumnus Advisors act as the direct link between undergraduate brothers and headquarters. They serve in an advisory capacity, supporting the undergraduate members with their operations when necessary.

Key Insights

Who forms the backbone of the Kappa Sigma Fraternity? What do they contribute?

The Alumni form the backbone of the Fraternity. They contribute their time, knowledge, and experience. They also contribute through alumni dues to chapter scholarship funds.

Elaboration:

New Member Activity: *can be done individually, partners, small or large group

Worksheet:

Explain the basic organization of the chapter.

How do committees function?

List some of the committees within the chapter you are interested in serving on?

What are the executive committee positions within the fraternity?

Review local chapter rules for attaining a position on the executive committee (Ritual Proficiency, GPA, Campus Involvement, etc.) Make sure new members are aware of these requirements so those who strive for leadership roles can begin the preparation process now.

Evaluation:

New Members will create an organizational chart beginning with the Supreme Executive Committee and end with chapter members, writing a brief description for what each role is

Week 6

Content Covered

Scholarship/Academic & Student Success Resources Seminar

Materials

markers; dry erase; whiteboard; projector; screen; pencils/pens; List of committees and other leadership positions available within the chapter; New Members

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. Explain the importance of Scholarship as a Kappa Sigma (5A)
2. Maintain a Grade Point Average above 2.0 (5B)
3. Explain the Kappa Sigma Endowment Fund and the Scholarship-Leadership Awards (5C)
4. Explain the awards packet, and how to apply as an individual and chapter (5D)
5. Explain the Kappa Sigma Man of the Year (5E)
6. Identify the scholarship chair in your chapter (5F)

Lesson objective(s):

1. New Members will be able to set appropriate academic goals
2. New Members will understand the scholarship requirements of the Kappa Sigma Fraternity
3. New Members will explain the Kappa Sigma Awards Program and describe how awards drive excellence in the fraternity from New Member to undergraduate initiate to alumnus.

Work for Week 6:

Read the "Service" section of the Bononia Docet (P 68-76); continue working on the ceremony of pledging

Engagement:

As New Members arrive, have them each write three different guidelines for college success on a sheet of paper. Have the New Members find a partner and combine their lists, refining as necessary with discussion, but not adding any more than 6 total.

Have the pairs combine again to form groups of 4 and repeat the process, generating a bigger list.

Have the pairs combine one more time to generate one large list. Compare lists of the "Mega Groups" and see who has the most tips.

Week 6 (continued)

Be sure to encourage these tips if not already mentioned:

- Find an ideal study location.
- Get to know your professors.
- Go to class.
- Get organized.
- Take good notes.
- Learn to budget.
- Use your campus resources.
- Stay healthy.
- Find balance.
- Get involved.
- Remember, New Members have been charged to pass every course for which they are enrolled.

Exploration:

New Members will be given a list of brothers and their current Majors and select 2-3 brothers who have majors of interest

The New Members will generate a list of questions for those brothers to answer regarding their major, difficulties that may be unique to their major and any resources they have found that are major specific.

Explanation:

Show Slide Deck 4

Use the following questions to guide your conversation/discussion:

What is your number one priority while an undergraduate of Kappa Sigma?

Before anything else, you are in school to get an education. Academics must be the first priority. Performance in the classroom reflects on the status of the Chapter with faculty and administration. At a minimum, the Chapter and members should be at or above the All Men's Average.

What are guidelines for college success? What works well for you? What would you recommend to others?

- Find an ideal study location.
- Get to know your professors.
- Go to class.
- Get organized.
- Take good notes.
- Learn to budget.
- Use your campus resources.
- Stay healthy.
- Find balance.
- Get involved.
- Remember, New Members have been charged to pass every course for which they are enrolled.

Week 6 (continued)

How do you find balance between your studies, your fraternity and your free time? What are some steps you can take to reduce stress?

Responses will vary.

Are there any campus resources that you have learned of that others may benefit from? What are these resources?

Responses will vary.

What are your academic goals? How do you plan on reaching those goals?

Responses will vary.

What are your career goals? How do you plan on reaching those goals?

Responses will vary.

How can the Fraternity help you achieve your career goals? Are there any brothers or alumni who could support you in this process?

Responses will vary.

What is the endowment fund?

The Endowment Fund is the oldest college fraternity endowment of its kind. It serves as the educational foundation of the Fraternity as a IRS 501(c)3 non-profit organization. The Endowment Fund's signature program since 1947 is the Scholarship-Leadership Awards program

Who does the endowment fund benefit?

The Endowment Fund directly benefits the undergraduate brothers through the Scholarship-Leadership awards

Elaboration:

Developing an Academic Action Plan

Use page 108 of the Bononia Docet and have New Members develop their own Academic action plans. Encourage New Members to share with the group.

Reviewing the SLA

Print copies of the scholarship/leadership application and distribute them to New Members. Explain what each of the sections means, and if they become a brother, how they can apply for these awards. Highlight chapter brothers who have received scholarship-leadership awards and review your chapters specific endowment fund total.

Evaluation:

New Members will create a top 5 list of tips, strategies, or skills to be shared with the Conductor to show knowledge in this area

Week 7

Content Covered

Service/Diversity & Inclusion Seminar **The Diversity & Inclusion Seminar should be given by a campus professional or qualified alumnus prior to the beginning of the meeting.*

Materials

Index Card, Internet Connected Device

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. Explain how Philanthropy and Service affect you as a Kappa Sigma (4A)
2. Explain the minimum service requirements to be a member of Kappa Sigma. (4B)
3. Explain the A Greater Cause program. Make sure you explain the AGC Database and what it is used for. (4C)
4. Explain the John G. Tower Award (4D)
5. Identify other service organizations or opportunities that your chapter is involved in. (4E)
6. Log 2.5 hours of community service per week of pledge (4F)
7. Explain the Military Heroes Campaign. (4G)

Lesson objective(s):

1. New Members will understand the importance of Diversity and Inclusion both as individuals and members of a greater organization
2. New Members will be able to explain Kappa Sigma's philanthropic endeavors, both locally and internationally
3. New members will understand the minimum service requirements to be a Kappa Sigma, including the community service expected of every member

Work for Week 7:

Read the "For Life" section of the Bononia Docet (78-85); continue working on the ceremony of pledging

Engagement:

Ask New Members to jot down a quick list of philanthropic experiences they have had in their lifetime. Ask a few members to share their responses and what made those experiences worthwhile/memorable.

Exploration:

Have the new members browse the Endowment Fund Website (<http://www.kappasigma.org/endowment-fund>) and review the Military Heroes campaign information. Encourage them to follow the links towards the bottom of the page for more information about the organizations that money has been donated to.

Week 7 (continued)**Explanation:**

Explain the Military Heroes campaign and what your local chapter does to raise money for this philanthropy. Discuss who is in charge of Philanthropy for your chapter and how you organize your events.

Propose the New Members break into small groups and brainstorm cheap/free ways to raise money for Military heroes and have them prepared to share these with the

Elaboration:

Have the new members vote and select “The best” event from the Exploration section and revise the philanthropic event further, determining ideas such as materials needed, location, how additional funds could be raised, etc. New members should

Evaluation:

Conductor reviews the “Final Plan” of the philanthropic event and provides feedback/suggestions.

Week 8

Content Covered

Chapter History & /Mental Health Awareness Seminar

*A representative from the student health center/counseling office should present a mental health seminar at the beginning of the session.

Materials

Class set of Chapter History Outline notes; Class set of chapter history; Copies of chapter by-laws for each New Member; projector and screen, whiteboard, dry-erase marker

Setting Required

A large space, preferably whatever you would use for chapter meetings

Lesson Standard(s):

1. Explain and know the history of their local chapter and Greek life on their campus. (1E)
2. Understand the By-Laws of your Chapter (2H)

Lesson objective(s):

1. New Members will know their local chapter's history and university's greek life history.
2. New Members will be able to understand the rules and bylaws of their local chapter
3. New members will be able to recite the ceremony of pledging, as was shared with them at the beginning of their first week

Work for Final Week:

Be prepared to recite the ceremony of pledging

Engagement:

Distribute an index card to each of the New Members. Ask them to write a rule on the index card that would "Enhance the value of their New Membership".

Collect all of the index cards. Read out the rules and discuss the pros and cons of each rule. Explain that this is similar to how bylaws are created.

Exploration:

Distribute the By-Laws - Have New Members read through the by-laws.

What questions do you have pertaining to the bylaws?

Do you see something within the bylaws that you think is missing or needs to be addressed?

Complete the Chapter History Outline using the 1 or 2 page chapter history. Discuss and Review in Explanation.

Week 8 (continued)

Explanation:

*If possible, you may consider reaching out to an alumnus within the chapter to help present this. Some are very knowledgeable of chapter history.

*If you are a new colony, without a former chapter on your campus, you will need to modify some of this information

Show Slide Deck 8

What is your chapter designation?

Responses will vary.

What do the Greek symbols look like?

Responses will vary.

When was the chapter founded?

Responses will vary.

What is the story of the founding of your chapter?

Responses will vary.

How many total initiates are there?

Responses will vary.

Are there any famous or notable chapter alumni?

Week 8 (continued)

Why do you pay dues?

Responses will vary. New Members should recognize the importance of dues as the

Elaboration:

*This is an optional time for an alumnus to share chapter history in narrative form, share old history, stories, songs of the chapter.

If the chapter is a founded chapter, this is a time for the chapter historian to share documents, awards, pictures, etc of the chapter and their history.

If the chapter is a colony, this is a time for the chapter to discuss how they will ar-

Evaluation:

New members should be able to recite the ceremony of pledging, in anticipation of initiation and earning their first certificate of ritual proficiency.

8 WEEK CALENDAR

BROTHERS IN ACTION FOR PLEDGES

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Week 1 Order your Pledge Pins & Bononia Docets so they are ready for this date Pledging Ceremony 60 day New Membership starts now	New Members should begin reviewing Star and Crescent New Members should begin reading fellowship section of Bononia Docet		New Members should begin reviewing Star and Crescent New Members should begin reading fellowship section of Bononia Docet	Copies of the code of conduct should be made for New Members to be distributed at the next meeting.		
Week 2	New Members should begin reading leadership section of Bononia Docet		Conductor Reviews Week 3 Lesson, purchases materials for week 3 if necessary.		Conductor/chapter begins to prepare a list of brothers/majors for week 4's lesson	
Week 3	New Members should begin reading scholarship section of Bononia Docet Over the course of the week, New Members should be speaking with brothers about chapter politics		Conductor Reviews Week 4 Lesson, purchases materials for week 4 if necessary.		List of brothers/majors should be finalized in anticipation of Week 4's meeting. Copies should be made for the New Members.	
Week 4	New Members should read the "Service" section of the Bononia Docet Brothers will be given questions from New Members regarding majors, brothers should begin writing responses to these questions.		Conductor Reviews Week 5 Lesson, purchases materials for week 5 if necessary.		Chapter brothers should have final answers to week 4 questions ready to distribute back to New Members.	Notify New Members they will need a laptop/electronic internet enabled device for week 5's meeting.
Week 5	Conductor will present New Member fundraising ideas to the EC/Philanthropy chair for selection for an event.		Conductor Reviews Week 6 Lesson, purchases materials for week 6 if necessary. Make copies of chapter by-laws to distribute to New Members.	Notify New Member class and brothers of the New Member philanthropy event (brothers should also participate, New Members should be the lead planners)	Host New Member philanthropy event sometime in the next 7-10 days.	
Week 6	Read the Decade of Dominance Section of the Bononia Docet		Conductor Reviews Week 7 Lesson, purchases materials for week 7 if necessary. Make copies of awards manual for New Members			
Week 7	Read chapter history and awards manual.	A location for initiation should be secured by this date.	Conductor Reviews Week 8 Lesson, purchases materials for week 8 if necessary.			
Week 8	New Members should begin reading leadership section of Bononia Docet					
Initiation			Must initiate by this day			

6 WEEK LESSON PLAN



Week 1

Content Covered

Introduction/Pledging Ceremony/ Star & Crescent; Traditional Founding/ American Founding/Code of Conduct

Materials

Pledge Pins, Copies of Star and Crescent, Bononia Docets, Pledge Calendars, Ritual Equipment for Pledge Ceremony, Nametags; markers; dry erase; whiteboard; projector; screen, pencils/pens; index cards

Setting Required

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Memorize and Know the Star and Crescent (3B)
2. Understand the Code of Conduct of the Kappa Sigma Fraternity (2G)
3. Explain the European founding of Kappa Sigma, Manual Chrysoloras, Baldasare Cossa, the City of Bologna, and the significance of the year 1400 (1A)
4. Explain the American founding of Kappa Sigma, the Five Friends and Brothers, 46 East Lawn and the significance of the year 1869 (1B)
5. Explain the role of Stephen Alonzo Jackson. (1C)
6. Explain the importance of the "Decade of Dominance" (1D)
7. Memorize and Know the Pledging Ceremony (3H)

Lesson objective(s):

1. The new members will be able to understand the duties and obligations of a New Member
2. The new members will be able to identify the key values of a Kappa Sigma through the Star and Crescent.
3. The new members will record all volunteer information for their Chapter (AA, DGM, International HQ)
4. The new members will understand that Kappa Sigma was founded for mutual protection over 600 years ago and that mission largely remains unchanged.
5. The new members will know that the European tradition was adopted by the Brothers at University of Virginia establishing the Order in North America.
6. The new members will understand it is the responsibility of all new members and initiates, undergraduates and alumni, to abide by the Code of Conduct of Kappa Sigma Fraternity and that enforcement of the Code of Conduct starts with the individual.

Work for Week 2

Read the Leadership section of the Bononia Docet, Identify 3 Brothers in the Chapter to be your big brother, Learn the Star and Crescent and be able to recite aloud.

Engagement - Introductions

1. Have the new members and conductors seated in a large circle
2. Each New Member and conductor will go around the circle and share the following information
 - A. Name
 - B. Hometown
 - C. Major
 - D. Two things that are true about the person and one false thing (2 Truths and a lie)
 - i. The group will attempt to guess the lie, then move on to the next person

Exploration - Discuss the Pledging Ceremony

Share this with the New Members

During your ceremony you were given five conditions that you must agree to

1. Apply yourself to your studies
2. Live the life of a moral gentleman
3. Keep sacred and inviolate all confidences of Kappa Sigma
4. Discharge to the best of your abilities the order received by you from Kappa Sigma Officers.
5. Your Pledge can be released only by the Chapter to which you Pledged

Ask these questions to the group, allow time for discussion, take multiple answers

Why are these conditions important?

Responses should include discussion about how this lays the foundation for the Kappa Sigma Organization. New Member responses should vary but may reference a personal "code" or a set of rules that should be followed. New Members should be reminded that these rules will follow them throughout their New Membership and into brotherhood.

What do they mean to you as a New Member?

Responses will vary by New Member. There should be a level of significance and importance conveyed by the responses. New Members should understand that these rules form the basis of their New Membership.

Was the Pledging Ceremony what you expected? Why or why not?

New Members may respond with a "Yes" answer, indicating that they may have heard about the ceremony previously, or may be familiar with fraternal rites. They may also answer no and provide a variety of responses on what they expected. Many new members may indicate they thought there would be some form of hazing. This is a good time to remind them that there is no place for hazing in Kappa Sigma.

Read the Kappa Sigma Code of Conduct, have the new members take turns reading sections of the COC and discuss. (10 Minutes)

Explanation

Show Slide Deck 1

Provide new members with "Alumni Support" sheet and provide them with appropriate information to fill in the sheet.

Show and discuss Slide Deck 2

Use these questions to guide discussion and instruction:

Fraternity History

Who is Manuel Chrysoloras? Why is he important to Kappa Sigma?

Responses should include:

Chrysoloras was a Greek scholar and Statesman who traveled to the University of Bologna and taught there. He revived the study of Greek in the Christian West. He authored the first academic text for the teaching of language. He formed a society of disciples for mutual protection against physical attack and robbery from the governor of Bologna, Baldassarre Cossa. He is the Father of Kappa Sigma.

Where was the European tradition of Kappa Sigma established? What is the city known as?

The European tradition was established at the University of Bologna. It is known as the City of Letters.



WEEK 1 LESSON

BROTHERS IN ACTION FOR PLEDGES

Describe the city.

It is known as the city of letters. It was protected by a wall accessible by 12 gates. It is known for 2 famous towers, Torre Degil Asinelli, and Torre Garisendi.

Why was Kappa founded, historically?

To form a society of disciples for mutual protection against physical attack and robbery

Where was Kappa Sigma founded in America?

The University of Virginia

Who are the Five Friends and Brothers?

William Grigsby McCormick - resident of 46 East Lawn (Chicago, Illinois)

John Covert Boyd - (Bradford Springs, South Carolina)

George Miles Arnold - (Troy, New York & Mobile, Alabama)

Edmund Law Rogers, Jr. - (Baltimore, Maryland)

Frank Courtney Nicodemus - (Baltimore, Maryland)

What did all of the brothers share in common?

They all grew up during a bloody, divisive American Civil War. These five men from separate geographic areas of the country set all political, regional, and sectional differences aside for the sake of brotherhood and founded the Order sowing seeds of Kappa Sigma's Strength through diversity.

Code of Conduct

What is the Code of Conduct? why is it an important document?

The code of conduct is the set of rules and policies all Kappa Sigma new members and initiates must follow at all times.

What effect does the code of conduct have on you as a New Member?

The Code of Conduct is the official policy document and risk management plan of the Kappa Sigma Fraternity.

Who is responsible for enforcing the Code of Conduct?

The ultimate responsibility of enforcing the Code of Conduct rests with the Executive Committee of the Chapter, but it is up to each New Member and Initiate to speak out when actions do not align with the Code of Conduct or our values.

When does the Code of Conduct apply to you?

The Code of Conduct applies at all times and in all situations.

What are some common mistakes people make on the internet related to the Code of Conduct?

Responses may include;

Posting of inappropriate comments, posting of inappropriate pictures/videos. Media of Brothers in potentially compromising situations. Creating mass invitations to events, allowing people to post on social media on behalf of the Fraternity when no such relationship exists.

The important idea is to have new members think before they post, comment, or otherwise represent the Fraternity digitally.

What is something you have a question about within the code of conduct?

Responses will differ, often with specific scenarios being provided. Do your best to break down the questions. It is ok to not have an answer and tell them you will research further. Also do not be afraid to state "When in doubt, don't do it."

Do you think there is one part that is more important than the others? Why?

Again, responses will differ. Focus on what the New Member Class seems to think is important. Reinforce why that section is important, but also link it to other important

sections. For example: The decision to post something inappropriate on social media may be seen as the most important, but that could be prevented entirely by a brother following the rules for safe alcohol consumption.

Who should code of conduct violations be reported to?

Code of Conduct Violations should be reported to the Chapters Executive Committee

Elaboration

Have new members complete the “Star and Crescent” sheet individually, and then share their responses with the group. Discuss similarities and difference between responses:

Star and Crescent Sheet

The Values of a Kappa Sigma are embodied with the Star and Crescent. What do each of the following words and phrases mean to you?

Gentleman:

Honor:

Courage:

Zeal:

Humble:

Intelligence:

Truth:

One Who Tempers Actions with Wisdom:

One who Walks in the Light of God:

Responses will vary extremely in this section. The focus should be on new members being better men as a result of the Star and Crescent. They may need help with certain definitions, such as Temper, or Zeal. Be prepared to explain them in context.

Evaluation

Ask each New Member individually what they believe it means to be a New Member of Kappa Sigma. Have them write their responses on a small sheet of paper, save these responses and review them after the first meeting is over.

Four Corners; Code of Conduct Case Studies

Designate opposite corners of the room as Compliant with the CoC or a violation with the CoC. Hang signs if necessary.

Position class in the center of the room and explain that if they believe the story is compliant move to respective corner of the room. Always have them return to the rooms center after each question.

Once decisions are mad have one New Member from each side justify why his answer is reasonable.

Discuss why they are correct or incorrect.

BONUS: Ask them if there is any way they can imagine to take their non-compliant scenerio and make it compliant.

Case #1

Your Big Brother wants to take the new members to a field and make you run an obstacle course.

Case #2

At a social event, a male guest is unruly and is making other guests and the Brothers uncomfortable.

Case #3

You and two of your Brothers attend a party of another Brother that has a beer pong as the source of entertainment.

Case #4

The social chair advertises a party with posters across campus and on social media

Case #5

A group of co-eds begin calling themselves the Kappa Sigma Sweethearts and are holding meetings in the house.

Case #6

A rush event is held at a local park where Brothers and Pledges play a game of touch football

Case #7

The social chair sets up a party celebrating the end of the school year at a local restaurant with a bar and a bartender

Case #8

The Chapter serves beer as a fundraiser at a stadium for the National Football League.



WEEK 1 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 2

Content Covered

Zeta Chapter/ Stephen Alonzo Jackson/Leadership

Materials

Markers; dry erase; whiteboard; projector; screen; pens; new members

Setting Required

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explain the role of Stephen Alonzo Jackson. (1C)
2. Explain the importance of the "Decade of Dominance" (1D)
3. Memorize and Know the Pledging Ceremony
4. Explain what leadership means as a Kappa Sigma
5. Explain the role of Chapter officers: Grand Master, Grand Procurator, Grand Master of Ceremonies, Grand Scribe, and Grand Treasurer. (3B)
6. Explain the role of Chapter volunteers: Assistant Alumnus Advisors, Alumnus Advisors, District Grand Masters, and Housing Corporations.
7. Explain the role of the Supreme Executive Committee: Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer. (3C)
8. Explain the role of the Executive Director and the Headquarters Staff (3D)
9. Understand the Constitution, By-Laws, and Rules of the Kappa Sigma Fraternity (3E)
10. Understand the Code of Conduct of the Kappa Sigma Fraternity, regardless of membership status or length of pledge program, every new member should be given a copy of the code of conduct. (3F)
11. Understand the By-Laws of your Chapter. Regardless of membership status or length of pledge program, every new member should be given a copy of the code of conduct.
12. Create a organizational chart including: Supreme Executive Committee, Headquarters Staff, Commissioners, District Grand Master, Alumnus Advisor, and Chapter Officers. (3G)
13. Explain the role of the Undergraduate Advisory Committee.

Lesson Objective(s):

1. The new members will explain the early history of Zeta Chapter
2. The new members will identify Stephen Alonzo Jackson and explain how he contributed to the expansion of the fraternity.
3. The new members will understand that the volunteer alumni team is a key asset to the Chapters success and it is important to stay involved as an alumnus upon graduation

Work for Week 4

Read the Scholarship section of Bononia Docet: speak with a Brother about the politics of your Chapter

Engagement - Warm Up Question (4 minutes)

Why is it important to be the leader when no one else is willing to be the leader?
How does this concept of leadership connect with the policies of the Code of Conduct?
How does the concept of leadership connect with the foundations of Kappa Sigma?

Explanation - Show Slide Deck 3

Discussion:

History - Zeta Chapter Questions

Where is the Zeta Chapter located?

The University of Virginia

What influential Brother was almost prevented from joining Kappa Sigma because of infighting.

Stephen Alonzo Jackson

What can we learn from the near dismissal of that Brother?

Responses will differ, it is important that New Members realize that every New Member has potential value, and no New Member should be released from their New Membership lightly. This is a theme that should carry with them through their brotherhood.

Stephen Alonzo Jackson

Why is brother Stephen Alonzo Jackson so important to Kappa Sigma?

He worked tirelessly throughout his life to build the internal structure, expansion, Ritual, and prominence of Kappa Sigma Fraternity. His love for the Order is unmatched.

What was the significance of the “Apples of Gold” speech?

It outlined Jackson’s dream and provided the motivation for expanding Kappa Sigma
“May we not rest contentedly until The Star and Crescent is the pride of every college and university in the land”

What are some of Jackson’s legacies and contributions to Kappa Sigma?

The establishment of important structural pieces for the governance of the Fraternity including the Constitution, Bylaws and Rules, formalizing the Ritual of Kappa Sigma, and establishing the Supreme Executive Committee as a governing body.

Key Insights

Who forms the backbone of the Kappa Sigma Fraternity? What do they contribute?

The Alumni form the backbone of the Fraternity. They contribute their time, knowledge, and experience. They also contribute through Alumni Dues to Chapter scholarship funds.

How can you maximize your returns from the Fraternity?

You only get out of the Fraternity what you put in, stay as involved as possible and you will reap the benefits.

Elaboration:

Create a profile for SAJ and the current WGM

	Stephen Alonzo Jackson	Current Worthy Grand Master
Birthdate:		
Initiation:		
University/College:		
Chapter:		
Undergrad Positions Held:		
Year Graduated/Degree:		
Career after Graduation:		
Alumni Positions Held:		

How are they similar?

How do they differ?

How did SAJ influence the current WGM?

Evaluation

Quickwrite - On an Index Card in 4-5 sentences, explain the importance of SAJ to the fraternity.

Week 3

Content Covered

Scholarship/Academic & Student Success Resources Seminar

Materials

Markers; dry erase; whiteboard; projector; screen; pens; new members

Setting Required

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explain how Philanthropy and Service affect you as a Kappa Sigma (4A)
2. Explain the minimum service requirements to be a member of Kappa Sigma (4B)
3. Explain the A Greater Cause program. Make sure you explain the AGC database and what it is used for.
4. Explain the John G. Tower Award (4D)
5. Identify other service organizations that your chapter is involved in (4E)
6. Log 2.5 hours of community service per week of pledge
7. Explain the Military Heroes Campaign (4G)
8. Design a Service Project and/or Philanthropy Event (4H)

Lesson Objective(s):

1. New Member will be able to set appropriate academic goals.
2. New Member will understand the Scholarship/Leadership award and how to apply for it.

Work for Week 3:

Read the "Service" section of the Bononia Docet

Engagement:

As new members arrive, have them each write three different guidelines for college success on a sheet of paper.

Have the new members find a partner and combine their lists, refining as necessary with discussion, but not adding any more than 6 total.

Have the pairs combine again to form a group of 4 and repeat the process, generating a bigger list.

Have the pairs combine one more time to generate one large list. Compare lists of the "Mega Group" and see who has the most tips.



WEEK 3 LESSON

BROTHERS IN ACTION FOR PLEDGES

Be sure to encourage these tips if not already mentioned:

Find an ideal study location.

Get to know your professors.

Go to class.

Get organized.

Take good notes.

Learn to budget.

Use your campus resources.

Stay healthy.

Find balance

Get involved.

Remember, new members have been charged to pass every course for which they are enrolled.

Exploration

Show Slide Deck 4

Use the following questions to guide your conversation/discussion:

What is your number one priority while an undergraduate of Kappa Sigma?

Before anything else, you are in school to get an education. Academics must be the first priority. Performance in the classroom reflects on the status of the Chapter with faculty and administration. At a minimum, the Chapter and members should be at or above the All Men's Average.

What are guideline for college success? What work well for you? What would you recommend to other?

Find an ideal study location.

Get to know your professors.

Go to class.

Get organized.

Take good notes.

Learn to budget.



WEEK 3 LESSON

BROTHERS IN ACTION FOR PLEDGES

Use your campus resources.

Stay healthy.

Find balance

Get involved.

Remember, new members have been charged to pass every course for which they are enrolled.

Have you found any strategies that you have implemented since you've begun your studies? What about special locations around the campus that may be good place to study.

Responses will vary. Feel free to share locations that you, the conductor know.

How do you find balance between your studies, your fraternity and your free time? What are some steps you can take to reduce stress.

Responses will vary.

Are there any campus resources that you have learned of that others may benefit from? What are they?

Responses will vary.

What are your academic goals? How do you plan on reaching those goals?

Responses will vary.

What are your career goals? How do you plan on reaching these goals?

Responses will vary.

How can the Fraternity help you achieve your career goals? Are there any brothers or alumni who could support you in this process?

Responses will vary.



WEEK 3 LESSON

BROTHERS IN ACTION FOR PLEDGES

Elaboration

Developing a Academic Action Plan

Use page 41 of the Bononia Docet and have new members develop their own Academic action plans. Encourage new members to share with the group.

Reviewing the SLA

Print copies of the Scholarship/Leadership application and distribute them to new members. Explain what each of the sections means and if they become a brother, how they can apply for these awards.

Evaluation

Midterm Assessment - Make sure assessments 1 and 2 are completed on or before this date
New Members will create a top 5 list of tips, strategies and skills to be shared with the conductor to show knowledge in this area.

Week 4

Content Covered:

Service to your fellow man/My Brothers Keeper - Session should begun with MBK read by an alumni;
Service to the fraternity/ Diversity & inclusion seminar. - Session should be given by campus professional or an alumni.

Materials:

Markers; dry erase; whiteboard; projector; screen; pens; new members

Setting Required:

A large space, preferably whatever you would use for Chapter meetings



WEEK 3 LESSON

BROTHERS IN ACTION FOR PLEDGES

Lesson Objectives:

1. The new members will understand the importance of My Brothers Keeper and have specific resources to utilize.
2. The new members will be able to explain the importance of service as a part of membership within Kappa Sigma
3. The new members should be able to create an appropriate philanthropic event following the code of conduct
4. New Members will be able to understand the rule and bylaws of their local chapter.
5. New Members will be able to understand the different roles of the executive officers

Work for Week 5:

Review page 49 "Organizational Chart"

Read the description of the Executive Committee positions found in the service section of the Bononia Docet and read Decade of Dominance section of Bononia Docet on pg. 63

Engagement:

Review from seminar:

Why is My Brother's Keeper important?

What are the areas of focus for My Brother's Keeper?

What are some steps you can take if you believe a brother has a problem?

What are some campus resources available if you believe a brother may have a issue?

Begin by asking new members what sorts of resources are available if someone is having each of the specific problems, responses can include on or off campus, elicit multiple responses for each item:

1. Drinking Problem
2. Drug Problem
3. Psychological Disorder
4. Health Concern

Distribute an index card to each new member, asking them to write down a rule that would "Enhance the value of their New Membership" Collect all the index cards, and read the rules. Discuss the pros and cons of each rule. Explain that this is similar to how bylaws are created.

Exploration:

New Members will log in to their school's website. This can be done individually, pairs, groups or whole groups depending on your situation. They will find and record the locations and information regarding following resources:

1. Information on the school's counseling services
2. Information on student victim services
3. Information specific to drug/alcohol abuse
4. Information specific to depression/suicide

After finding the information, make sure everyone in the group has it recorded. Discuss why it is important as brothers to look out for each other and suggest resources if you believe it is necessary to be your brother's keeper.

Explanation:

Show Slide Deck 5

Discussion:

What does service mean to you?

Responses will vary.

What are some local areas where you can donate your time/money?

Responses will vary.

What is the minimum amount of dollars and hours that each brother is expected to raise?

The Fraternity emphasizes service to benefit others by establishing the initiative for each New Member and initiate to perform 25 hours of community service and raise a minimum of \$25 for a philanthropy on an annual basis. This is our A Greater Cause initiative.

Where are Fraternal contributions tracked?

The Fraternity tracks hours served and money raised in the A Greater Cause database which is on KappaSig.Net. All new members and initiates should establish an account on KappaSig.net to report all service events they have completed.

What is the campaign that the fraternity supports? What is the focus of that campaign?

Kappa Sigma has established the Military Heroes Campaign to support veterans' service organizations and the heroes that have made sacrifices on behalf of their country. Since its inception, the Campaign has raised over \$1.5 million.

Bring up Kappasig.net - Have each New Member do the same. If they have not already done so, make sure they make an account, then bring them to the page to report hours/dollars raised. Discuss the importance of updating this section.

Show Slide Deck 6

Discussion:

What is a quorum?

Quorum is the minimum number of members needed at a meeting in order to make the proceedings of the meeting valid.

What is the role of a housing corporation?

House corporations are responsible for managing the physical plant for those chapters that have houses. The House Corporation is a local organization made up of chapter alumni that have volunteered to maintain the upkeep of chapter property.

Does your chapter have a housing corporation? If so, who is on the board and what is their role?

Responses will vary.

Who is the alumnus advisor? Who does the AA report to?

Responses will vary. The AA reports to the DGM/ADGMs

What is the Alumnus Advisors role with your chapter?



WEEK 4 LESSON

BROTHERS IN ACTION FOR PLEDGES

Responses will vary. The AA reports to the DGM/ADGMs

What is the Alumnus Advisors role with your chapter?

Alumnus Advisors act as the direct link between undergraduate brothers and headquarters. They serve in an advisory capacity, supporting the undergraduate members with their operations when necessary.

Under what circumstances would you contact the alumnus advisor?

What is an IFC? Does your school have an IFC? Why should Kappa Sigma be involved in IFC on campuses where it is present?

If the college/university has established an Interfraternity Council (IFC), members will take leadership roles so that the interest of Kappa Sigma is properly served. IFC establishes policies in lieu of and sometimes on behalf of the University regarding its member organizations. Kappa Sigma should always be leaders in any policy discussions affecting its members.

How much are your chapter's dues?

Responses will vary.

How much are new member dues?

Responses will vary.

When are your dues due?

Responses will vary.

What are your options for paying dues?

Responses will vary.



WEEK 4 LESSON

BROTHERS IN ACTION FOR PLEDGES

Why do you pay dues?

Responses will vary. New Members should recognize the importance of dues as the way the chapter is able to conduct business, and the way headquarters is able to support and insure each undergraduate brother.

Elaboration:

Design a Philanthropy Event

- This must be an on-campus fundraiser
- 100 dollar budget
- Must follow the code of conduct
- Include any resources you may need or people you may need to contact to see your project to completion

Worksheet:

Explain the basic organization of the chapter.

How do committees function?

List some of the committees within the chapter you are interested in serving on?

What are the executive committee positions within the fraternity?

Evaluation:

New Members will submit their philanthropy events, the best one will be voted on at a chapter meeting to incorporate as an official event for the semester.

Instruct each New Member to pick an executive committee position they would like to hold one day. They are to write the following:

What position?

What are the duties of this position?

What committees report to this position?

Who does this position report to?



WEEK 4 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 5

Content Covered

Decade of Dominance/Campus Safety; Risk Management Seminar

Materials

markers; dry erase; whiteboard; projector; screen; pencils/pens

Setting Required

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explaining the importance of the "Decade of Dominance" (1D)

Lesson Objective(s):

1. New Members will explain the significance of the Decade of Dominance (2002-2012), including the Kappa Sigma programs which led the fraternity to major success and the fraternity leadership who facilitated the major growth of the organization.
2. New Members will understand the role of alumni in the operations of the fraternity at the local, regional, and national levels.

Work for Week 6:

Review the Chapter History and Awards Manual

Engagement:

Conductor: Ask the new members to recall one event so far that the chapter has participated in this semester.

Ask the new members to share what they liked about the event.

*Use the events shared to tie in later to our three main initiatives (AGC, BIA, CQ)

Exploration:

Provide basic info for each of the following 3 initiatives: (Explore on <http://kappasigma.org/> if necessary)

A Greater Cause

Brothers in Action

Champion Quest

Which do you think is the most important? Why?

Why were these initiatives established?



WEEK 5 LESSON

BROTHERS IN ACTION FOR PLEDGES

Explanation:

Show Slide Deck 7

Discussion:

What is the UAC? Who can serve on the UAC and how are they chosen?

The Undergraduate Advisory Committee is a group of five elected by Area to be the voice of the undergraduates to the Supreme Executive Committee. These brothers are elected at Leadership Conferences and Grand Conclaves and attend all Supreme Executive Committee meetings.

What is a commissioner? How are they selected? Who do they report to?

The Commissioners of Kappa Sigma Fraternity are appointed by the Supreme Executive Committee to implement goals and objectives in specific areas of operations. The Commissioners implement important directives and programs as approved by the Supreme Executive Committee.

What is the role of the SEC?

The SEC carries out specific duties and responsibilities for their offices for the positions of Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer.

How are they selected for their position?

The brothers are elected at the Grand Conclave by the delegates at the meeting and are charged with implementing the Constitution, Bylaws and Rules and other Fraternity directives.

What is the endowment fund?

The Endowment Fund is the oldest college fraternity endowment of its kind. It serves as the educational foundation of the Fraternity as a IRS 501(c)3 non-profit organization. The Endowment Fund's signature program since 1947 is the Scholarship-Leadership Awards program



WEEK 5 LESSON

BROTHERS IN ACTION FOR PLEDGES

Who does the endowment fund benefit?

The Endowment Fund directly benefits the undergraduate brothers through the Scholarship-Leadership awards

How are the members of the endowment fund chosen to serve?

These brothers are also elected by the delegates at Grand Conclave.

When are leadership conferences and grand conclaves held?

The Leadership Conference is held on even numbered years

The Grand Conclave is held on odd numbered years

What is a leadership conference?

Its goal is to assist with officer training and educational development. Four members of each chapter and colony are eligible to attend and are subsidized by the Fraternity. Other brothers may register at their own expense.

What is Grand Conclave?

It is the policy making body of the Kappa Sigma Fraternity. Undergraduate brothers from chartered chapters in good standing revise the Constitution, Bylaws and Rules as needed and elect the members of the Supreme Executive Committee for the next biennium. It is Kappa Sigma's Finest Hour.

Elaboration:

New Member Activity: *can be done individually, partners, small or large group

How would you implement one of the three initiatives of Kappa Sigma (A Greater Cause, Brothers in Action, Champion Quest) in a way that has not yet been done?

What would you need to carry out this implementation?

Why did you select the initiative that you did?



WEEK 6 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 6

Content Covered:

Chapter History; Kappa Sigma Awards Program/Mental Health Awareness Seminar

*A representative from the student health center/counseling office should present a mental health seminar at the beginning of the session.

Materials:

Class set of Chapter History Outline notes; Class set of chapter history; projector and screen, whiteboard, dry-erase marker

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explaining and knowing the history of their local chapter and Greek life on their campus. (1E)

Lesson Objective(s):

1. New Members will know their local chapter's history and university's Greek life history.
2. New Members will explain the Kappa Sigma Awards Program and describe how awards drive excellence in the fraternity from New Member to undergraduate initiate to alumnus.

Work for Week 6:

Prepare for final test

Engagement:

New Members will share their New Member activity, the conductor will review them for understanding of the three initiatives.

Exploration:

Complete the Chapter History Outline using the 1 or 2 page chapter history. Discuss and Review in Explanation.

Explanation:

*If possible, you may consider reaching out to an alumnus within the chapter to help present this. Some are very knowledgeable of chapter history.

*If you are a new colony, without a former chapter on your campus, you will need to modify some of this information

Show Slide Deck 8

What is your chapter designation?

Responses will vary.

What do the Greek symbols look like?

Responses will vary.

When was the chapter founded?

Responses will vary.

What is the story of the founding of your chapter?

Responses will vary.

How many total initiates are there?

Responses will vary.

Are there any famous or notable chapter alumni?

Responses will vary.

What is the history of the house?

Responses will vary.

What significant awards, accolades or milestones has your chapter reached?



WEEK 6 LESSON

BROTHERS IN ACTION FOR PLEDGES

Elaboration:

*This is an optional time for an alumnus to share chapter history in narrative form, share old history, stories, songs of the chapter.

If the chapter is a founded chapter, this is a time for the chapter historian to share documents, awards, pictures, etc of the chapter and their history.

If the chapter is a colony, this is a time for the chapter to discuss how they will archive and document chapter history to preserve it for the future.

Evaluation:

Final Test - Make sure Assessments 3 and 4 are completed on or before this date.

4 WEEK LESSON PLAN





4 WEEK CALENDAR

BROTHERS IN ACTION FOR PLEDGES

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Week 1 Order your Pledge Pins & Bononia Docets so they are ready for this date Pledging Ceremony 60 day New Membership starts now	New Members should begin reviewing Star and Crescent New Members should begin reading fellowship section of Bononia Docet		New Members should begin reviewing Star and Crescent New Members should begin reading fellowship section of Bononia Docet	Copies of the code of conduct should be made for New Members to be distributed at the next meeting.		
Week 2	New Members should begin reading leadership section of Bononia Docet		Conductor Reviews Week 3 Lesson, purchases materials for week 3 if necessary.		Conductor/chapter begins to prepare a list of brothers/majors for week 4's lesson	
Week 3	New Members should begin reading scholarship section of Bononia Docet Over the course of the week, New Members should be speaking with brothers about chapter politics		Conductor Reviews Week 4 Lesson, purchases materials for week 4 if necessary.		List of brothers/majors should be finalized in anticipation of Week 4's meeting. Copies should be made for the New Members.	
Week 4	New Members should read the "Service" section of the Bononia Docet Brothers will be given questions from New Members regarding majors, brothers should begin writing responses to these questions.		Conductor Reviews Week 5 Lesson, purchases materials for week 5 if necessary.		Chapter brothers should have final answers to week 4 questions ready to distribute back to New Members.	Notify New Members they will need a laptop/electronic internet enabled device for week 5's meeting.
Week 5	Conductor will present New Member fundraising ideas to the EC/Philanthropy chair for selection for an event.		Conductor Reviews Week 6 Lesson, purchases materials for week 6 if necessary. Make copies of chapter by-laws to distribute to New Members.	Notify New Member class and brothers of the New Member philanthropy event (brothers should also participate, New Members should be the lead planners)	Host New Member philanthropy event sometime in the next 7-10 days.	
Week 6	Read the Decade of Dominance Section of the Bononia Docet		Conductor Reviews Week 7 Lesson, purchases materials for week 7 if necessary. Make copies of awards manual for New Members			
Week 7	Read chapter history and awards manual.	A location for initiation should be secured by this date.	Conductor Reviews Week 8 Lesson, purchases materials for week 8 if necessary.			
Week 8	New Members should begin reading leadership section of Bononia Docet					
Initiation			Must initiate by this day			



WEEK 1 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 1

Content Covered:

*If possible, have the New Members read pages 1-17 of the Bononia Docet prior to the first meeting, if not have them read it at the beginning of the meeting, after the "Engagement" section.

Introduction/Pledging Ceremony/Star & Crescent

Materials:

Pledge Pins, Copies of Star and Crescent, Bononia Docets, Pledge Calendars, Ritual Equipment for Pledge Ceremony

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Memorize and Know the Star and Crescent; (3B)
2. Understand the Code of Conduct of the Kappa Sigma Fraternity (2G)
3. Explain the European founding of Kappa Sigma, Manuel Chysoloras, Baldasare Cossa, the City of Bologna, and the significance of the year 1400 (1A)
4. Explain the American founding of Kappa Sigma, Five Friends and Brothers, 46 East Lawn, and the significance of the year 1869 (1B)
5. Memorize and Know the Pledging Ceremony - (3H)

Lesson Objective(s):

1. The new members will be able to understand the duties and obligations of a New Member.
2. The new members will be able to identify the key values of a Kappa Sigma through the Star and Crescent
3. The new members will record all volunteer information for their chapter (AA, DGM, International HQ)

Work for Week 2:

Read the "Leadership" section of the Bononia Docet, Identify 3 Brothers in the Chapter to be your big brother, Learn Star & Crescent and be able to recite aloud and begin learning the Ceremony of Pledging.

Week 1 (Continued)

Engagement:

Have the New Members and the conductors seated in a large circle

Each New Member and conductor will go around the circle and share the following information:

Name

Hometown

Major

Two things that are true about the person and one false thing. (Two truths and a lie)

The group will attempt to guess the lie, and then move on to the next person.

Exploration:

Share this with the new members:

During your ceremony you were given five conditions that you must agree to.

1. Apply yourself to your studies
2. Live the life of a moral gentleman
3. Keep sacred and inviolate all confidences of Kappa Sigma
4. Discharge to the best of your abilities the orders received by you from Kappa Sigma officers
5. Your Pledge can be released only by the chapter to which you were Pledged

Ask these questions to the group, allow time for discussion, take multiple answers

Why are these conditions important?

Responses should include discussion about how this lays the foundation for the Kappa Sigma Organization. New Member responses should vary but may reference a personal “code” or a set of rules that should be followed. New Members should be reminded that these rules will follow them throughout their New Membership and into brotherhood.

What do they mean to you as a New Member?

Responses will vary by New Member. There should be a level of significance and importance conveyed by the responses. New Members should understand that these rules form the basis of their New Membership.

Was the Pledging Ceremony what you expected? Why or why not?

Week 1 (Continued)

New Members may respond with a “Yes” answer, indicating that they may have heard about the ceremony previously, or may be familiar with fraternal rites. They may also answer no and provide a variety of responses on what they expected. Many newmembers may indicate that they thought there would be some form of hazing. This is a good time to remind them that there is no place for hazing in Kappa Sigma.

Explanation:

Show Slide Deck 1 (4 Week Program)

Provide New Members with “Alumni Support” sheet and provide them with appropriate information to fill in the sheet.

Elaboration:

The values of a Kappa Sigma are embodied within the Star and Crescent. What do each of the following words/phrases mean to you?

Gentleman:

Honor:

Courage:

Zeal:

Humble:

Intelligent:

Truth:

One Who Tempers Action with Wisdom:

One Who Walks in the Light of God:

Evaluation:

Ask each New Member individually what they believe it means to be a New Member of Kappa Sigma. Have them write their responses on a small sheet of paper, save these responses and review them after the first meeting is over.

Week 2

Content Covered:

Historical Founding/Fellowship/Code of Conduct/Leadership/Alumni Involvement

Materials:

Index Cards; markers; dry erase; whiteboard; projector; screen; pencils/pens; copies of the code of conduct

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explain the role of Stephen Alonzo Jackson. (1C)
2. Explain the importance of the "Decade of Dominance" (1D)

Lesson Objective(s):

1. The New Members will understand that Kappa Sigma was founded for mutual protection over 600 years ago and that mission largely remains unchanged.
2. The New Members will know that the European tradition was adopted by the brothers at University of Virginia establishing the Order in North America.
3. The New Members will understand it is the responsibility of all New Members and initiates, undergraduates and alumni, to abide by the Code of Conduct of Kappa Sigma Fraternity and that enforcement of the Code of Conduct starts with the individual.
4. The New Members will identify Stephen Alonzo Jackson and explain how he contributed to the expansion of the fraternity.
5. The New Members will understand that the volunteer alumni team is a key asset to the Chapter's success and it is important to stay involved as an alumnus upon graduation.

Work for Week 3:

Read the Fellowship and Scholarship Sections of the Bononia Docet, speak with a Brother about the organization of your chapter

Week 2 (continued)

Engagement - (4 minutes):

3-2-1... On an index card, write down three facts from the last Pledging class, two facts from your reading, and one question you still have.

Discuss with the group and write down good, short answers on the whiteboard.

Exploration - Discussion/Group Brainstorm - (5 minutes):

Whole group discussion: Who are the important figures of the Kappa Sigma founding? Why?

As a group, work together to write on the whiteboard any information about the important figures of the Kappa Sigma founding that the New Members recall from the founding. Either have the conductor write the information on the board or have the New Members "brainstorm" the information on the board through a web or table.

Read the Kappa Sigma Code of Conduct, have the New Members take turns reading sections of the COC and discuss. (10 minutes)

Explanation - Show and discuss Slide Deck 2 (4 Week Program):

Use these questions to guide discussion and instruction:

Fraternity History

Who is Manuel Chrysoloras? Why is he important to Kappa Sigma?

Responses should include:

Chrysoloras was a greek scholar and statesman who traveled to the University of Bologna and Taught there. He revived the study of Greek in the Christian West. He authored the first academic text for the teaching of language. He formed a society of disciples for mutual protection against physical attack and robbery from the governor of Bologna, Baldassarre Cossa. He is the Father of Kappa Sigma.

Week 2 (continued)

Where was the European tradition of Kappa Sigma established? What is this city known as?

The European tradition was established at the University of Bologna. It is known as the city of letters. Describe the city.

It is known as the city of letters. It was protected by a wall accessible by 12 gates. It is known for 2 famous towers, Torre degli Asinelli and Torre Garisendi

Why was Kappa founded, historically?

To form a society of disciples for mutual protection against physical attack and robbery

Where was Kappa Sigma founded in America?

The University of Virginia

Who are the five friends and brothers?

William Grigsby McCormick – resident of 46 East Lawn (Chicago, Illinois)

John Covert Boyd – (Bradford Springs, South Carolina)

George Miles Arnold – (Troy, New York & Mobile, Alabama)

Edmund Law Rogers, Jr. – (Baltimore, Maryland)

Frank Courtney Nicodemus – (Baltimore, Maryland)

What did all of the brothers share in common?

They grew up during a bloody, divisive American Civil War. These five men from separate geographic areas of the country set all political, regional, and sectional differences aside for the sake of brotherhood and founded the Order sowing the seeds of Kappa Sigma's strength through diversity.

Stephen Alonzo Jackson

Why is brother Stephen Alonzo Jackson so important to Kappa Sigma?

He worked tirelessly throughout his life to build the internal structure, expansion, Ritual, and prominence of Kappa Sigma Fraternity. His love for the Order is unmatched.

What was the significance of the "Apples of Gold" speech?

It outlined Jackson's dream and provided the motivation for expanding Kappa Sigma "May we not rest contentedly until The Star and Crescent is the pride of every college and university in the land"

What are some of Jackson's legacies and contributions to Kappa Sigma?

The establishment of important structural pieces for the governance of the Fraternity including the Constitution, Bylaws and Rules, formalizing the Ritual of Kappa Sigma, and establishing the Supreme Executive Committee as a governing body.

Week 2 (continued)

Code of Conduct

What is the code of conduct? Why is it an important document?

What effect does the code of conduct have on you as a New Member?

The Code of Conduct is the official policy document and risk management plan of the Kappa Sigma Fraternity.

Who is responsible for enforcing the Code of Conduct?

The ultimate responsibility of enforcing the Code of Conduct rests with the Executive Committee of the Chapter, but it is up to each New Member and initiate to speak out when actions do not align with the Code of Conduct or our values.

When does the Code of Conduct apply to you?

The Code of Conduct applies at all times and in all situations.

What are some common mistakes people make on the internet related to the code of conduct?

Responses may include:

Posting of inappropriate comments. Posting of inappropriate pictures/videos. Media of brothers in potentially compromising situations. Creating mass invitations to events. Allowing people to post on social media on behalf of the Fraternity when no such relationship exists.

The important idea is to have New Members think before they post, comment, or otherwise represent the Fraternity digitally.

Week 2 (continued)

What is something you have a question about within the code of conduct?

Responses will differ, often with specific scenarios being provided. Do your best to break down the questions. It is ok to not have an answer and tell them you will research further. Also do not be afraid to state “When in doubt, just don’t do it”.

Do you think there is one part that is more important than the others? Why?

Again, responses will differ. Focus on what the New Member class seems to think is important. Reinforce why that section is important, but also link it to other important sections. For example: The decision to post something inappropriate on social media may be seen as the most important, but that could have been prevented entirely by a brother following the rules for safe alcohol consumption.

Who should code of conduct violations be reported to?

Code of Conduct violations should be reported to the chapter’s executive committee

Key Insights

Who forms the backbone of the Kappa Sigma Fraternity? What do they contribute?

The Alumni form the backbone of the Fraternity. They contribute their time, knowledge, and experience. They also contribute through alumni dues to chapter scholarship funds.

How can you maximize your returns from the Fraternity?

You only get out of the Fraternity what you put in, stay as involved as possible and you will reap the benefits.

Week 2 (continued)

Elaboration:

Chapter History/Information - Spend time discussing the following with the New Members:

Chapter designation

Founding date

Total number of initiates

Notable alumni

History of the chapter house if there is a facility

Significant milestones in the chapter history including chartering ceremonies, major anniversaries, campus and Kappa Sigma Fraternity awards

History of the Greek system at the college/University

Scenarios

Your chapter wants to host a party with another Greek organization at their house. What are some potential violations fraternity members should look out for? How can they avoid them?

You know of a brother with a budding music career. He decides he is going to sing a rap about Kappa Sigma. What are some concerns that he should watch out for when creating the lyrics and marketing the song?

You are at an event with another organization. You see an attendee that looks to be visibly in distress. What is your responsibility to assist the individual? What if the event was a chapter event?

Evaluation:

Four Corners: Code of Conduct Case Studies

Designate opposite corners of the room as Compliant with the CoC or a Violation with the CoC. Hang signs if necessary.

Week 2 (continued)

Position the class in center of the room and explain that if they believe the story is Compliant move to that corner or if it is a Violation move to the other corner. Always have them return to the room's center after each question.

Once decisions are made have one New Member from each side justify why his answer is reasonable. Discuss why they are correct or incorrect.

Bonus: Ask them if there is any way they can imagine to take their non-compliant scenario and make it compliant

Case #1

Your Big Brother wants to take the New Members to a field and make you run an obstacle course.

Case #2

At a social event, a male guest is unruly and is making other guests and Brothers uncomfortable.

Case #3

You and two of your Brothers attend a party of another Brother that has a beer pong as the source of entertainment.

Case #4

The Social Chair advertises a party with posters across the campus and on social media.

Case #5

A group of co-eds begin calling themselves the Kappa Sig Sweethearts and holding meetings in the house.

Quickwrite - On an Index Card In 4-5 sentences Explain the importance of SAJ to the fraternity.
(These are turned in as New Members leave the meeting)

Week 3

Content Covered:

Scholarship/Academic & Student Success Resources Seminar / Service to Your Fellow Man
Session should begin with an Academic & Student Success Resources Seminar to be delivered by a campus resource

Materials:

markers; dry erase; whiteboard; projector; screen; pencils/pens; copies of the SLA awards

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explain how Philanthropy and Service affect you as a Kappa Sigma (4A)
2. Explain the minimum service requirements to be a member of Kappa Sigma. (4B)
3. Explain the A Greater Cause program. Make sure you explain the AGC Database and what it is used for. (4C)
4. Explain the John G. Tower Award (4D)
5. Identify other service organizations or opportunities that your chapter is involved in. (4E)
6. Log 2.5 hours of community service per week of pledge (4F)
7. Explain the Military Heroes Campaign. (4G)
8. Explain the importance of Scholarship as a Kappa Sigma (5A)
9. Maintain a Grade Point Average above 2.0 (5B)
10. Explain the Kappa Sigma Endowment Fund and the Scholarship-Leadership Awards (5C)
11. Explain the awards packet, and how to apply as an individual and chapter (5D)

Lesson Objective(s):

1. New Members will be able to set appropriate academic goals
2. New Members will understand the Scholarship/Leadership award and how to apply for it
3. New Members will understand the importance of My Brother's keeper and have specific resources to utilize
4. New Members will be able to explain the importance of service as a part of membership within Kappa Sigma
5. New Members should be able to create an appropriate philanthropic event following the code of conduct

Week 3 (Continued)

Work for Week 4:

Read the Service Section of the Bononia Docet, Review page 49 "Organizational Chart"

Engagement:

Read the Service Section of the Bononia Docet, Review page 49 "Organizational Chart"

As New Members arrive, have them each write three different guidelines for college success on a sheet of paper.

Have the New Members find a partner and combine their lists, refining as necessary with discussion, but not adding any more than 6 total.

Have the pairs combine again to form groups of 4 and repeat the process, generating a bigger list.

Have the pairs combine one more time to generate one large list. Compare lists of the "Mega Groups" and see who has the most tips.

Be sure to encourage these tips if not already mentioned:

Find an ideal study location.

Get to know your professors.

Go to class.

Get organized.

Take good notes.

Learn to budget.

Use your campus resources.

Stay healthy.

Find balance.

Get involved.

Remember, New Members have been charged to pass every course for which they are enrolled.

Exploration:

New Members will be given a list of brothers and their current Majors and select 2-3 brothers who have majors of interest

The New Members will generate a list of questions for those brothers to answer regarding their major, difficulties that may be unique to their major and any resources they have found that are major specific.

Week 3 (Continued)

Explanation:

Show Slide Deck 3 (4 Week Program)

Use the following questions to guide your conversation/discussion:

What is your number one priority while an undergraduate of Kappa Sigma?

Before anything else, you are in school to get an education. Academics must be the first priority. Performance in the classroom reflects on the status of the Chapter with faculty and administration. At a minimum, the Chapter and members should be at or above the All Men's Average.

What are guidelines for college success? What works well for you? What would you recommend to others?

Find an ideal study location.

Get to know your professors.

Go to class.

Get organized.

Take good notes.

Learn to budget.

Use your campus resources.

Stay healthy.

Find balance.

Get involved.

Remember, New Members have been charged to pass every course for which they are enrolled.

Week 3 (Continued)

Have you found any strategies that you have implemented since you've begun your studies? What about special locations around the campus that may be good places to study?

Responses will vary. Feel free to share locations that you, the conductor know.

How do you find balance between your studies, your fraternity and your free time? What are some steps you can take to reduce stress?

Responses will vary.

Are there any campus resources that you have learned of that others may benefit from? What are these resources?

Responses will vary.

What are your academic goals? How do you plan on reaching those goals?

Responses will vary.

What are your career goals? How do you plan on reaching those goals?

Responses will vary.

How can the Fraternity help you achieve your career goals? Are there any brothers or alumni who could support you in this process?

Responses will vary.

Week 3 (Continued)

What does service mean to you?

Responses will vary.

What are some local areas where you can donate your time/money?

Responses will vary.

What is the minimum amount of dollars and hours that each brother is expected to raise?

The Fraternity emphasizes service to benefit others by establishing the initiative for each New Member and initiate to perform 25 hours of community service and raise a minimum of \$25 for a philanthropy on an annual basis. This is our A Greater Cause initiative.

Where are Fraternal contributions tracked?

The Fraternity tracks hours served and money raised in the A Greater Cause database which is on KappaSig.Net. All New Members and initiates should establish an account on KappaSig.Net to report all service they have completed.

What is the campaign that the fraternity supports? What is the focus of that campaign?

Kappa Sigma has established the Military Heroes Campaign to support veterans' service organizations and the heroes that have made sacrifices on behalf of their country. Since its inception, the Campaign has raised over \$1.5 million.

Bring up Kappasig.net - Have each New Member do the same. If they have not already done so, make sure they make an account, then bring them to the page to report hours/dollars raised. Discuss the importance of updating this section.

Week 3 (Continued)

Elaboration:

What does service mean to you?

Responses will vary.

Developing an Academic Action Plan

Use page 41 of the Bononia Docet and have New Members develop their own Academic action plans. Encourage New Members to share with the group.

Reviewing the SLA

Print copies of the scholarship/leadership application and distribute them to New Members. Explain what each of the sections means, and if they become a brother, how they can apply for these awards.

Design a Philanthropy Event

This must be an on-campus fundraiser

100 dollar budget

Must follow the code of conduct

Include any resources you may need or people you may need to contact to see your project to completion

Evaluation:

New Members will submit their philanthropy events, the best one will be voted on at a chapter meeting to incorporate as an official event for the semester.

Week 4

Content Covered:

Service to the Fraternity/Decade of Dominance/Campus Safety & Risk Management Seminar
The Campus Safety & Risk Management should be delivered by a campus professional **prior to the meeting**

Materials:

markers; dry erase; whiteboard; projector; screen; pencils/pens; a copy of the chapter by-

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explaining the importance of the "Decade of Dominance" (1D)
2. Explain the role of chapter officers: Grand Master, Grand Procurator, Grand Master of Ceremonies, Grand Scribe, and Grand Treasurer (3B)
3. Explain the role of chapter volunteers: Assistant Alumnus Advisors, Alumnus Advisors, District Grand Masters, and House Corporation. (3C)
4. Explain the role of the Supreme Executive Committee: Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer. (3D)
5. Explain the role of the Executive Director and the Headquarters staff. (3E)
6. Understand the Constitution, By-Laws and Rules of the Kappa Sigma Fraternity (3F)
7. Understand the By-Laws of your Chapter - Regardless of membership status or length of pledge program, every new member should be given a copy of by-laws. (3H)
8. Create an organizational chart including: the Supreme Executive Committee, Headquarters staff, Commissioners, District Grand Master, Alumnus Advisors, and Chapter officers. - Address in BD as well (3I)

Lesson Objective(s):

1. New Members will explain the significance of the Decade of Dominance (2002-2012), including the Kappa Sigma programs which led the fraternity to major success and the fraternity leadership who facilitated the major growth of the organization.
2. New Members will be able to understand the rules and bylaws of their local chapter
3. New Members will be able to understand the different roles of the executive officers
4. New Members will understand the role of alumni in the operations of the fraternity at the local, regional, and national levels.

Week 4 (Continued)

Work Prior to:

Review Chapter History, Appendices, and Awards Manual

Engagement:

Distribute an index card to each of the New Members. Ask them to write a rule on the index card that would "Enhance the value of their New Membership".

Collect all of the index cards. Read out the rules and discuss the pros and cons of each rule. Explain that this is similar to how bylaws are created.

Explanation:

Show Slide Deck 4 (4 Week Program)

Discussion:

What is the role of a housing corporation?

House corporations are responsible for managing the physical plant for those chapters that have houses. The House Corporation is a local organization made up of chapter alumni that have volunteered to maintain the upkeep of chapter property.

Does your chapter have a housing corporation? If so, who is on the board and what is their role?

Responses will vary.

Who is the alumnus advisor? Who does the AA report to?

Responses will vary. The AA reports to the DGM/ADGMs

What is the Alumnus Advisors role with your chapter?

Alumnus Advisors act as the direct link between undergraduate brothers and headquarters. They serve in an advisory capacity, supporting the undergraduate members with their operations when necessary.

Under what circumstances would you contact the alumnus advisor?

Week 4 (Continued)

What is an IFC? Does your school have an IFC? Why should Kappa Sigma be involved in IFC on campuses where it is present?

If the college/university has established an Interfraternity Council (IFC), members will take leadership roles so that the interest of Kappa Sigma is properly served. IFC's establish policies in lieu of and sometimes on behalf of the University regarding its member organizations. Kappa Sigma should always be leaders in any policy discussions affecting its members.

What is the UAC? Who can serve on the UAC and how are they chosen?

Undergraduate Advisory Committee is a group of five elected by Area to be the voice of the undergraduates to the Supreme Executive Committee. These brothers are elected at Leadership Conferences and Grand Conclaves and attend all Supreme Executive Committee meetings.

What is a commissioner? How are they selected? Who do they report to?

The Commissioners of Kappa Sigma Fraternity are appointed by the Supreme Executive Committee to implement goals and objectives in specific areas of operations. The Commissioners implement important directives and programs as approved by the Supreme Executive Committee.

What is the role of the SEC?

The SEC carries out specific duties and responsibilities for their offices for the positions of Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer.

How are they selected for their position?

The brothers are elected at Grand Conclave by the delegates at the meeting and are charged with implementing the Constitution, Bylaws and Rules and other Fraternity directives.

What is the endowment fund?

The Endowment Fund is the oldest college fraternity endowment of its kind. It serves as the educational foundation of the Fraternity as a IRS 501(c)3 non-profit organization. The Endowment Fund's signature program since 1947 is the Scholarship-Leadership Awards program

Week 4 (Continued)

Who does the endowment fund benefit?

The Endowment Fund directly benefits the undergraduate brothers through the Scholarship-Leadership awards

How are the members of the endowment fund chosen to serve?

These brothers are also elected by the delegates at Grand Conclave.

When are leadership conferences and grand conclaves held?

The Leadership Conference is held on even numbered years

The Grand Conclave is held on odd numbered years

What is a leadership conference?

Its goal is to assist with officer training and educational development. Four members of each chapter and colony are eligible to attend and are subsidized by the Fraternity. Other brothers may register at their own expense.

What is Grand Conclave?

It is the policymaking body of the Kappa Sigma Fraternity. Undergraduate brothers from chartered chapters in good standing revise the Constitution, Bylaws and Rules as needed and elect the members of the Supreme Executive Committee for the next biennium. It is Kappa Sigma's Finest Hour.

Week 4 (Continued)

Elaboration:

Worksheet:

Explain the basic organization of the chapter.

How do committees function?

List some of the committees within the chapter you are interested in serving on?

What are the executive committee positions within the fraternity?

Evaluation:

Instruct each New Member to pick an executive committee position they would like to hold one day. They are to write the following:

What position?

What are the duties of this position?

What committees report to this position?

Who does this position report to?

*Final Exam

2 WEEK LESSON PLAN



Week 1

Content Covered:

Introduction/Pledging Ceremony/Star & Crescent/History/Code of Conduct/Leadership/Alumni Involvement

The Alumnus Advisor and his team of assistants deliver the Alumni Involvement seminar

Complete the Big Brother Ceremony

Materials:

Pledge Pins, Copies of Star and Crescent, Bononia Docets, Pledge Calendars, Ritual Equipment for Pledge Ceremony, Copies of the Code of Conduct

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Memorize and Know the Star and Crescent; (3B)
2. Understand the Code of Conduct of the Kappa Sigma Fraternity (2G)
3. Explain the European founding of Kappa Sigma, Manuel Chysoloras, Baldasare Cossa, the City of Bologna, and the significance of the year 1400 (1A)
4. Explain the American founding of Kappa Sigma, Five Friends and Brothers, 46 East Lawn, and the significance of the year 1869 (1B)
5. Memorize and Know the Pledging Ceremony - (3H)

Lesson Objective(s):

1. The New Members will be able to understand the duties and obligations of a New Member.
2. The New Members will be able to identify the key values of a Kappa Sigma through the Star and Crescent
3. The New Members will record all volunteer information for their chapter (AA, DGM, International HQ)
4. The New Members will understand that Kappa Sigma was founded for mutual protection over 600 years ago and that mission largely remains unchanged.
5. The New Members will know that the European tradition was adopted by the brothers at University of Virginia establishing the Order in North America.
6. The New Members will understand it is the responsibility of all New Members and initiates, undergraduates and alumni, to abide by the Code of Conduct of Kappa Sigma Fraternity and that enforcement of the Code of Conduct starts with the individual.

Work for Week 2:

Read the Bononia Docet in its entirety. Each New Member should identify 3 brothers they would like as their big brother. The Chapter will complete two seminars during the week that you will need to attend: "Academic & Student Success Resources" and "Ethical Decision Making"

Engagement:

Have the New Members and the conductors seated in a large circle

Each New Member and conductor will go around the circle and share the following information

- Name
- Hometown
- Major

Two things that are true about the person and one false thing. (Two truths and a lie)

The group will attempt to guess the lie, and then move on to the next person.

Exploration:

Share this with the New Members:

During your ceremony you were given five conditions that you must agree to.

1. Apply yourself to your studies
2. Live the life of a moral gentleman
3. Keep sacred and inviolate all confidences of Kappa Sigma
4. Discharge to the best of your abilities the orders received by you from Kappa Sigma officers
5. Your Pledge can be released only by the chapter to which you were Pledged

Ask these questions to the group, allow time for discussion, take multiple answers

Why are these conditions important?

Responses should include discussion about how this lays the foundation for the Kappa Sigma Organization. New Member responses should vary but may reference a personal "code" or a set of rules that should be followed.

New Members should be reminded that these rules will follow them throughout their New Membership and into brotherhood.

Week 1 (continued)

What do they mean to you as a New Member?

Responses will vary by New Member. There should be a level of significance and importance conveyed by the responses.

New Members should understand that these rules form the basis of their New Membership.

Was the Pledging Ceremony what you expected? Why or why not?

New Members may respond with a "Yes" answer, indicating that they may have heard about the ceremony previously, or may be familiar with fraternal rites. They may also answer no and provide a variety of responses on what they expected.

Many New Members may indicate that they thought there would be some form of hazing.

This is a good time to remind them that there is no place for hazing in Kappa Sigma.

Provide New Members with "Alumni Support" sheet and provide them with appropriate information to fill in the sheet.

Explanation:

Show Slide Deck 1 (2 Week Program)

Fraternity History:

Who is Manuel Chrysoloras? Why is he important to Kappa Sigma?

Responses should include:

Chrysoloras was a greek scholar and statesman who traveled to the University of Bologna and Taught there. He revived the study of Greek in the Christian West. He authored the first academic text for the teaching of language. He formed a society of disciples for mutual protection against physical attack and robbery from the governor of Bologna, Baldassarre Cossa. He is the Father of Kappa Sigma.

Where was the European tradition of Kappa Sigma established? What is this city known as?

The European tradition was established at the University of Bologna. It is known as the city of letters.

Week 1 (continued)

Describe the city.

It is known as the city of letters. It was protected by a wall accessible by 12 gates. It is known for 2 famous towers, Torre degli Asinelli and Torre Garisendi

Why was Kappa founded, historically?

To form a society of disciples for mutual protection against physical attack and robbery

Where was Kappa Sigma founded in America?

The University of Virginia

Who are the five friends and brothers?

- o William Grigsby McCormick – resident of 46 East Lawn (Chicago, Illinois)
- o John Covert Boyd – (Bradford Springs, South Carolina)
- o George Miles Arnold – (Troy, New York & Mobile, Alabama)
- o Edmund Law Rogers, Jr. – (Baltimore, Maryland)
- o Frank Courtney Nicodemus – (Baltimore, Maryland)

What did all of the brothers share in common?

They grew up during a bloody, divisive American Civil War. These five men from separate geographic areas of the country set all political, regional, and sectional differences aside for the sake of brotherhood and founded the Order sowing the seeds of Kappa Sigma's strength through diversity.

Stephen Alonzo Jackson

Why is brother Stephen Alonzo Jackson so important to Kappa Sigma?

He worked tirelessly throughout his life to build the internal structure, expansion, Ritual, and prominence of Kappa Sigma Fraternity. His love for the Order is unmatched.

Week 1 (continued)

What was the significance of the “Apples of Gold” speech?

It outlined Jackson’s dream and provided the motivation for expanding Kappa Sigma “May we not rest contentedly until The Star and Crescent is the pride of every college and university in the land”

The establishment of important structural pieces for the governance of the Fraternity including the Constitution, Bylaws and Rules, formalizing the Ritual of Kappa Sigma, and establishing the Supreme Executive Committee as a governing body.

Code of Conduct:

Read the Code of Conduct in its Entirety

What is the code of conduct? Why is it an important document?

The code of conduct is the set of rules and policies all Kappa Sigma New Members and initiates must follow at all times.

What effect does the code of conduct have on you as a New Member?

The Code of Conduct is the official policy document and risk management plan of the Kappa Sigma Fraternity.

Who is responsible for enforcing the Code of Conduct?

The ultimate responsibility of enforcing the Code of Conduct rests with the Executive Committee of the Chapter, but it is up to each New Member and initiate to speak out when actions do not align with the Code of Conduct or our values.

When does the Code of Conduct apply to you?

The Code of Conduct applies at all times and in all situations.

Week 1 (continued)

What are some common mistakes people make on the internet related to the code of conduct?

Responses may include:

Posting of inappropriate comments. Posting of inappropriate pictures/videos. Media of brothers in potentially compromising situations. Creating mass invitations to events. Allowing people to post on social media on behalf of the Fraternity when no such relationship exists.

The important idea is to have New Members think before they post, comment, or otherwise represent the Fraternity digitally.

What is something you have a question about within the code of conduct?

Responses will differ, often with specific scenarios being provided. Do your best to break down the questions. It is ok to not have an answer and tell them you will research further. Also do not be afraid to state "When in doubt, just don't do it".

Do you think there is one part that is more important than the others? Why?

Again, responses will differ. Focus on what the New Member class seems to think is important. Reinforce why that section is important, but also link it to other important sections. For example: The decision to post something inappropriate on social media may be seen as the most important, but that could have been prevented entirely by a brother following the rules for safe alcohol consumption.

Who should code of conduct violations be reported to?

Code of Conduct violations should be reported to the chapter's executive committee.

Scenarios:

- Your chapter wants to host a party with another Greek organization at their house.

What are some potential violations fraternity members should look out for? How can they avoid them?

- You know of a brother with a budding music career. He decides he is going to sing a rap about Kappa Sigma.

What are some concerns that he should watch out for when creating the lyrics and marketing the song?

Week 1 (continued)

Case #1

Your Big Brother wants to take the New Members to a field and make you run an obstacle course.

Case #2

At a social event, a male guest is unruly and is making other guests and Brothers uncomfortable.

Case #3

You and two of your Brothers attend a party of another Brother that has a beer pong as the source of entertainment.

Case #4

The Social Chair advertises a party with posters across the campus and on social media.

Case #5

A group of co-eds begin calling themselves the Kappa Sig Sweethearts and holding meetings in the house.

Case #6

A rush event is held at a local park where Brothers and PNMs play a game of touch football.

Case #7

The Social Chair sets up a party celebrating the end of the school year at a local restaurant with a bar and bartender.

Case #8

The chapter serves beer as a fundraiser at a stadium for the National Football League.

Evaluation:

What does it mean to be a New Member?

Ask each New Member individually what they believe it means to be a New Member of Kappa Sigma. Have them write their responses on a small sheet of paper, save these responses and review them after the first meeting is over.

Four Corners: Code of Conduct Case Studies

(Complete at least 3, complete more if time permits)

Once decisions are made have one New Member from each side justify why his answer is reasonable. Discuss why they are correct or incorrect.



WEEK 2 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 2

Content Covered:

Leadership/Fellowship/Scholarship/Service/Decade of Dominance
Complete the Big Brother Ceremony

Materials:

markers; dry erase; whiteboard; projector; screen; pencils/pens

Setting Required:

A large space, preferably whatever you would use for Chapter meetings

Lesson Standard(s):

1. Explain what leadership means as a Kappa Sigma (2A)
 2. Explain the role of chapter officers: Grand Master, Grand Procurator, Grand Master of Ceremonies, Grand Scribe, and Grand Treasurer (2B)
 3. Explain the role of chapter volunteers: Assistant Alumnus Advisors, Alumnus Advisors, District Grand Masters, and House Corporation. (2C)
 4. Explain the role of the Supreme Executive Committee: Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer. (2D)
 5. Explain the role of the Executive Director and the Headquarters staff. (2E)
 6. Understand the Constitution, By-Laws and Rules of the Kappa Sigma Fraternity (2F)
 7. Understand the code of conduct of the Kappa Sigma Fraternity- Regardless of membership status or length of pledge program, every new member should be given a copy of the code of conduct. (2G)
- Understand the By-Laws of your Chapter - Regardless of membership status or length of pledge program, every new member should be given a copy of by-laws. (2H)
- Explain what Fellowship means as a Kappa Sigma; (3A)

Lesson Objective(s):

1. New Members will be able to set appropriate academic goals
2. New Members will understand the Scholarship/Leadership award and how to apply for it
3. New Members will explain the significance of the Decade of Dominance (2002-2012), including the Kappa Sigma programs which led the fraternity to major success and the fraternity leadership who facilitated the major growth of the organization.
4. New Members will be able to understand the rules and bylaws of their local chapter
5. New Members will be able to understand the different roles of the executive officers
6. New Members will understand the role of alumni in the operations of the fraternity at the local, regional, and national levels.

Week 2 (continued)

Preparation for next meeting:

Reminders for Initiation, During the week the Chapter will host 2 seminars:
"Campus Safety & Risk Management" and "Diversity and Inclusion".

Engagement:

As New Members arrive, have them each write three different guidelines for college success on a sheet of paper.

Have the New Members find a partner and combine their lists, refining as necessary with discussion, but not adding any more than 6 total.

Have the pairs combine again to form groups of 4 and repeat the process, generating a bigger list.

Have the pairs combine one more time to generate one large list. Compare lists of the "Mega Groups" and see who has the most tips.

Be sure to encourage these tips if not already mentioned:

- Find an ideal study location.
- Get to know your professors.
- Go to class.
- Get organized.
- Take good notes.
- Learn to budget.
- Use your campus resources.
- Stay healthy.
- Find balance.
- Get involved.
- Remember, New Members have been charged to pass every course for which they are enrolled.

Exploration:

Distribute the By-Laws - Have New Members read through the by-laws.

What questions do you have pertaining to the bylaws?

Do you see something within the bylaws that you think is missing or needs to be addressed?



WEEK 2 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 2

Provide basic info for each of the following 3 initiatives: (Explore on <http://kappasigma.org/> if necessary)

A Greater Cause
Brothers in Action
Champion Quest

Which do you think is the most important? Why?

Why were these initiatives established?

Explanation:

Show Slide Deck 2 (2 week program)

Discussion:

What is your number one priority while an undergraduate of Kappa Sigma?

Before anything else, you are in school to get an education. Academics must be the first priority. Performance in the classroom reflects on the status of the Chapter with faculty and administration. At a minimum, the Chapter and members should be at or above the All Men's Average.

What is the role of a housing corporation?

House corporations are responsible for managing the physical plant for those chapters that have houses. The House Corporation is a local organization made up of chapter alumni that have volunteered to maintain the upkeep of chapter property.

Does your chapter have a housing corporation? If so, who is on the board and what is their role?

Responses will vary.

Who is the alumnus advisor? Who does the AA report to?

Responses will vary. The AA reports to the DGM/ADGMs

Week 2 (continued)

What is the Alumnus Advisors role with your chapter?

Alumnus Advisors act as the direct link between undergraduate brothers and headquarters. They serve in an advisory capacity, supporting the undergraduate members with their operations when necessary.

Under what circumstances would you contact the alumnus advisor?

What is an IFC? Does your school have an IFC? Why should Kappa Sigma be involved in IFC on campuses where it is present?

If the college/university has established an Interfraternity Council (IFC), members will take leadership roles so that the interest of Kappa Sigma is properly served. IFC's establish policies in lieu of and sometimes on behalf of the University regarding its member organizations. Kappa Sigma should always be leaders in any policy discussions affecting its members.

What is the UAC? Who can serve on the UAC and how are they chosen?

The Undergraduate Advisory Committee is a group of five elected by Area to be the voice of the undergraduates to the Supreme Executive Committee. These brothers are elected at Leadership Conferences and Grand Conclaves and attend all Supreme Executive Committee meetings.

What is a commissioner? How are they selected? Who do they report to?

The Commissioners of Kappa Sigma Fraternity are appointed by the Supreme Executive Committee to implement goals and objectives in specific areas of operations. The Commissioners implement important directives and programs as approved by the Supreme Executive Committee.

What is the role of the SEC?

The SEC carries out specific duties and responsibilities for their offices for the positions of Worthy Grand Master, Worthy Grand Procurator, Worthy Grand Master of Ceremonies, Worthy Grand Scribe, and Worthy Grand Treasurer.

How are they selected for their position?

The brothers are elected at Grand Conclave by the delegates at the meeting and are charged with implementing the Constitution, Bylaws and Rules and other Fraternity directives.



WEEK 2 LESSON

BROTHERS IN ACTION FOR PLEDGES

Week 2 (continued)

What is the endowment fund?

The Endowment Fund is the oldest college fraternity endowment of its kind. It serves as the educational foundation of the Fraternity as a IRS 501(c)3 non-profit organization. The Endowment Fund's signature program since 1947 is the Scholarship-Leadership Awards program

Who does the endowment fund benefit?

The Endowment Fund directly benefits the undergraduate brothers through the Scholarship-Leadership awards

How are the members of the endowment fund chosen to serve?

These brothers are also elected by the delegates at Grand Conclave.

When are leadership conferences and grand conclaves held?

The Leadership Conference is held on even numbered years

The Grand Conclave is held on odd numbered years

What is a leadership conference?

Its goal is to assist with officer training and educational development. Four members of each chapter and colony are eligible to attend and are subsidized by the Fraternity. Other brothers may register at their own expense.

What is Grand Conclave?

It is the policy making body of the Kappa Sigma Fraternity. Undergraduate brothers from chartered chapters in good standing revise the Constitution, Bylaws and Rules as needed and elect the members of the Supreme Executive Committee for the next biennium. It is Kappa Sigma's Finest Hour.

What does service mean to you?

Responses will vary.

What are some local areas where you can donate your time/money?

Responses will vary.

What is the minimum amount of dollars and hours that each brother is expected to raise?

The Fraternity emphasizes service to benefit others by establishing the initiative for each New Member and initiate to perform 25 hours of community service and raise a minimum of \$25 for a philanthropy on an annual basis. This is our A Greater Cause initiative.

Where are Fraternal contributions tracked?

The Fraternity tracks hours served and money raised in the A Greater Cause database which is on KappaSig.Net. All New Members and initiates should establish an account on KappaSig.Net to report all service they have completed.

What is the campaign that the fraternity supports? What is the focus of that campaign?

Kappa Sigma has established the Military Heroes Campaign to support veterans' service organizations and the heroes that have made sacrifices on behalf of their country. Since its inception, the Campaign has raised over \$1.5 million.

Bring up Kappasig.net - Have each New Member do the same. If they have not already done so, make sure they make an account, then bring them to the page to report hours/dollars raised. Discuss the importance of updating this section.

Elaboration:

Where are Fraternal contributions tracked?

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Evaluation:

Developing an Academic Action Plan

Use page 41 of the Bononia Docet and have New Members develop their own Academic action plans. Encourage New Members to share with the group.

Reviewing the SLA

Print copies of the scholarship/leadership application and distribute them to New Members. Explain what each of the sections means, and if they become a brother, how they can apply for these awards.

Worksheet:

Explain the basic organization of the chapter.

How do committees function?

List some of the committees within the chapter you are interested in serving on?

What are the executive committee positions within the fraternity?

Instruct each New Member to pick an executive committee position they would like to hold one day. They are to write the following:

What position?

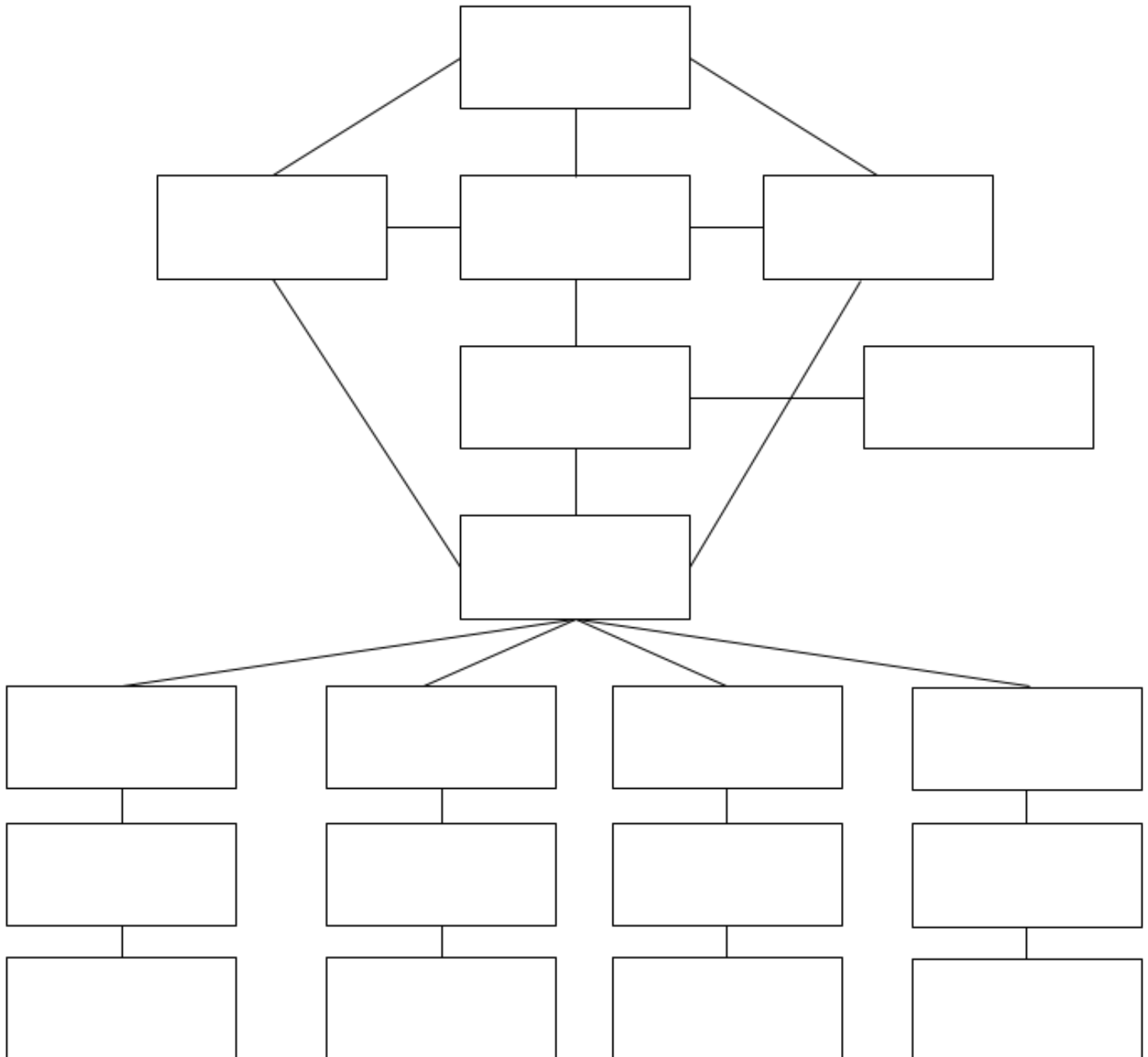
What are the duties of this position?

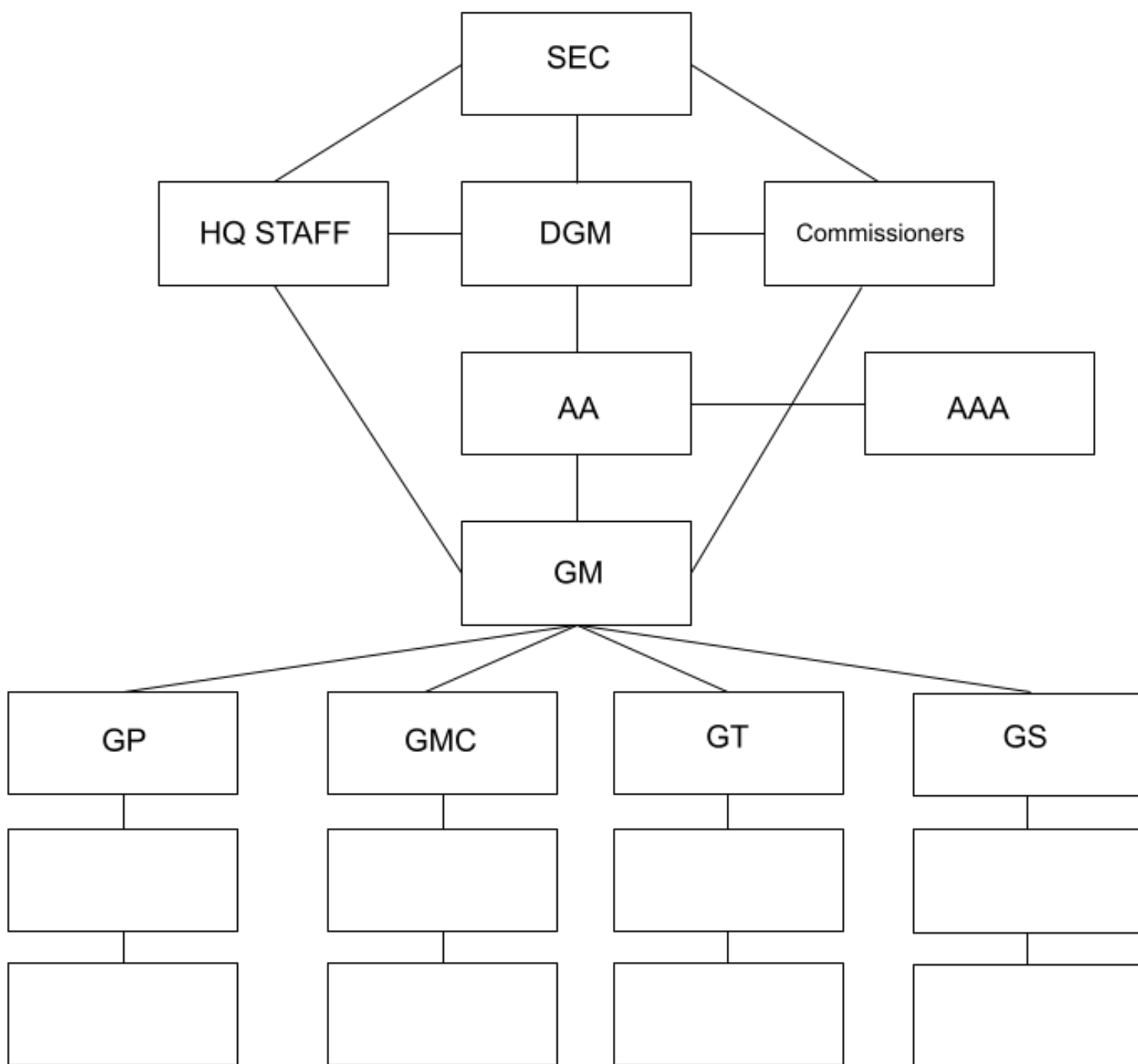
What committees report to this position?

Who does this position report to?

APPENDICES









KAPPA SIGMA FRATERNITY BROTHERS IN ACTION MANUAL

Chapter History Outline

Chapter/Designation:	Date/Year Founded:
List four or five chapter charter members:	
Notable Alumni:	
Notable Kappa Sigma Awards:	
List Fraternities on Campus:	List Sororities on Campus:
IFC President:	Greek Advisor:

Chapter History Example:

During Chapter History discussions think of the following:

- Founding Date & Chapter Founders
- Key events that lead to the chapters founding
- Significant chapter milestones: dates, major events, awards etc.
- Current state of the chapter



BIA FOR PLEDGES
CONDUCTOR MANUAL
UPDATED SEPTEMBER 2022



KAPPA SIGMA
FRATERNITY
A **BROTHERHOOD** LIKE NO OTHER

BROTHERS IN ACTION FOR PLEDGES

KAPPA SIGMA FRATERNITY

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