

Letter to the Magister



Dear Brother Magister,

Thank you! Thank you for answering the call of your chapter. Thank you for your willingness to lead and share Sigma Chi with our newest members.

Whether you're a new leader or a seasoned leader, we are all looking for leadership tools to make us more effective. Simon Sinek's book *Leaders Eat Last* offers a great deal of practical advice in understanding the essence of leadership, leading teams and facilitating an environment that will lead to individual and chapter success.

Among the author's more salient points are his warnings of the dangers **within** every organization. Specifically, he warns of intimidation, humiliation, isolation and rejection and their effects on destroying teams. Too often intimidation, humiliation, isolation and rejection are the hallmarks of hazing. The goal of a leader is to set a culture free from these dangers, free from a danger of each other. Specifically, a leader's mission is to allow each member to experience a sense of belonging through a culture based on a set of clear values ...and we have these in Sigma Chi.

In essence, leaders should be creating a **circle of safety** to which every member belongs. By creating a circle of safety, the leader reduces the threats people feel **inside** the organization. This frees members to focus their time and energy on protecting the organization from the dangers **outside** the circle of safety. Without this circle of safety, an organization will spend too much time protecting itself from one another, blind to the dangers that exist outside the organization. In Sigma Chi, we often sit in circles. This should serve as a symbolic reminder of the circle of safety that you, as a Magister, are compelled to create for our new members.

The ancient Spartans had a circle of safety as well. Revered for their warrior culture, their power came from the circle they created with their shields. Every warrior carried a weapon, a breastplate and a shield. If you lost your weapon or breastplate in battle, not much was thought of this as these tools were primarily for your defense. But woe to the warrior who dropped his shield. You see, the

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shield wasn't for the protection of the Spartan who carried it, but rather for the comrade to his left in the formation. Similarly, in Sigma Chi, everyone, every member of the group plays a role in maintaining the circle of safety. If one member drops his shield, (through the humiliation, isolation or rejection of our newest members) he exposes our organization to danger and weakens the organization from within. Simply, the role a leader is to look out for those in the circle.

It should come as no surprise to you that Sigma Chi is a principle-based organization built on shared ideals. When cultural standards shift from character, values and beliefs to performance and other impersonal measurements (as it almost always is in pledgeship) trust and cooperation are diluted. It's akin to adding water to a glass of milk – eventually the culture becomes so watered down it loses all that makes it good and healthy. As a result, we lose our sense of history, of responsibility to the past and our shared traditions. We work to undermine a leader who tries to control us. Conversely, we work to advance the vision of a leader who inspires us. This is the true power of Sigma Chi's Preparation for Brotherhood (P4B) program.

In P4B, your leadership responsibility is to ensure the success of each member of the pledge class, to ensure that our newest members are well-trained and confident to perform their duties as an initiated brother. Give away control to your pledges when you can and enjoy watching them rise to the responsibility they were given. This will also better prepare them for the life of an initiated member of Sigma Chi.

Also, consider that teams led by a directive leader initially outperform those led by empowering leaders. This may be good

news if you want a perpetual pledge class. However, our goal is to prepare young men for Initiation into Sigma Chi, not to prepare them for a lifetime of pledgeship. To that end, research shows that empowering-leader teams experience higher performance because of higher levels of team learning, coordination, empowerment and mental model development. Be an empowering leader and you'll better prepare your team for Initiation. As a result, you'll better serve your chapter and better strengthen your circle of safety.

Finally, the author observes (through his observation of military units) that a common burden can bring a group together. He aptly notes that less hardship means less need to cooperate. In Sigma Chi, our hardship shouldn't be the temporary nature of pledgeship but the lifelong mantle of excellence, the spirit of service, the voluntary obligation to live up to the values and ideals that we each take upon ourselves. It is the invitation to go out into the world and make a difference . . . the world can expect more of us than they can of other men.

To really inspire your team, they need a challenge that outsizes the resources available; a vision of a world that does not yet exist. Give your team something to believe in and strive for. Give them a mission that outsizes their resources but not their intellect. If you can do this, you will have adequately prepared our pledges for their Initiation and the lifelong enjoyment and responsibility of brotherhood in Sigma Chi.

You have our every confidence. We eagerly await news of your success.

In Hoc Signo Vincas,

The Preparation for Brotherhood Committee

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Introduction

The undergraduates of Sigma Chi are *the lifeblood* of the Fraternity. The manner in which we develop our new pledges will shape the fate and future of Sigma Chi.

The purpose of the Preparation for Brotherhood Program is to ensure that each of our new pledges, regardless of their home chapter, receives the same quality education about our organization. An effective pledge experience, followed by a meaningful Initiation, will create a deep love for Sigma Chi in our new brothers. As Magister, **you play a vital role in this process.**

The Preparation for Brotherhood Program you implement should accomplish the following objectives. As a result of the program, your pledges will:

- 1. Gain an orientation to Sigma Chi – its history, values and ideals – as well as understand their obligations to the campus and community,**
- 2. Demonstrate knowledge of Sigma Chi operations and governance at the local chapter, province and international levels,**
- 3. Demonstrate their ability to reflect upon and apply Sigma Chi’s values to their daily life, and**
- 4. Be prepared to begin a lifelong commitment to Sigma Chi and its founding principles of Friendship, Justice, and Learning.**

As the Magister, you will guide each pledge as he takes his first significant steps in college life as well as in his Fraternity membership. Remember that each pledge has a primary responsibility to the university. Pledgeship should be an integral part of their university life which contributes to, not detracts from, school itself.

As you teach principles and ideals, you will impact the life of each pledge, and each pledge will hold a very special place in your heart. As Magister, you are greatly honored, far more than you realize. It has become your privilege to serve the brotherhood in a manner afforded few people. Sigma Chi has placed faith and confidence in you.

You have been furnished with raw materials: *men and ideals*. You must develop the finished product: *men with ideals*. A sacred trust has been placed in your hands by your brothers.

The Role of the Magister

As Chapter Magister, your primary responsibilities are:

- Organizing, teaching/facilitating, and leading your Sigma Chi Chapter's Preparation for Brotherhood Program in order to convey the ideals of Sigma Chi emphasizing individual responsibility and motivation in scholastic achievement and financial obligations,
- Ensuring that all pledge forms are completed and accurately submitted to Sigma Chi Headquarters,
- Overseeing of the Big Brother Program,
- Ensuring the chapter's preparation for all ceremonies related to pledges, i.e. Formal Pledging/Big Brother Ceremony and Initiation,
- Ensuring that all activities connected with pledges are free from any form of hazing under fraternal law,
- Assisting the Kustos/Ritual Chairman in the Ritual for Life Program (R4L) and the assimilation of the new members into the chapter.

Each pledge will gain his first impressions and knowledge of Sigma Chi through your guidance and leadership. Your spirit and positive attitude will set the tone for the success of this program. You must be ready to assume various roles:



- A leader
- A teacher/facilitator
- An advisor, advocate
- A role model, mentor
- A listener
- An organizer of an effective, educational, hazing-free pledge program
- A true friend and brother.

A Magister's Advice to His Successor—“Sacrifice”

My Brother:

Let me offer you the congratulations of myself and of the long line of brothers who have preceded both of us in the position of honor and responsibility that is now yours. We who have gone before you recognize the existence of a special kinship among ourselves, for we have all gone through the same arduous experiences. You are now one of us, and in your travels you will feel the closeness of the bond I refer to, and through your sleepless nights you will feel the strong arms of a score of your specially bonded brothers around you, ready to support you when you grow weary. Yes, we too have been weary, and we too have leaned on our brothers.

Your title of Magister signifies, literally, teacher; to teach you must know, what you do not know you must learn. It also means master; to be a master you must be just, for it is ordained that he may not rule who is not just. A Magister is also a friend, for it is also ordained that men shall not be taught except by their friends; and they shall learn bitterness from their enemies. You may not be firmer than you are kind, nor shall you judge beyond the extent of your wisdom, and above all, you shall be patient. For although your heart shall not rule your mind, neither shall your mind rule your heart; and the two shall hold an equal place within you.

Brother, it will be hard indeed for you to teach what must be taught. We have all found it to be so before you. You may speak of the Virtues, and you may illustrate them with parables and analogies. You may give your boys illustrative materials to read. You may have them write essays on thoughts which you suggest to them. You may do these things, and you shall do these things and many others. You will remember that the Master, who in devout humility you strive to emulate, taught chiefly by example. What you say is heard perhaps, but not understood, and soon forgotten; what you do and what you do not, that is seen, understood and remembered. Herein lies, in part, the sacrifice I have mentioned.

*Many of the pleasures which you have thus far enjoyed are no longer yours to enjoy. For, however good a man you have been until now, henceforth, you must be **exemplary**. In your person you will embody the precise, literal meanings of our Ritual—with which, therefore, you must thoroughly familiarize yourself. All that is noble and good in mankind must appear to you, within the limits of man's imperfections. But you are not allowed the same quota of imperfections other men have; you cannot permit yourself excesses of any nature whatsoever at any time that might prevent a pledge from saying: “there is a man in whom I can find nothing to criticize.” In this sense I have said that you must make sacrifices, if in truth it can be said that the struggles entailed in seeking The White Cross are sacrifices rather than privileges. And now my brother, in my name and for my brothers, now silent, who have gone before me, I entrust to you the care of your younger brothers. Be kind to them and love them as we have before you, for they are the life of Sigma Chi; and they are our youth as you will find them to be yours; and through them we will live on in the chapter, as you will. In you we repose the sacred trust that has been our heritage through the years. Brother, do not fail us.*

-William M. Luikart, Gamma Iota (LSU) '43

Overarching Guidelines for New Member Education

- Whatever is performed or allowed to happen concerning new member education must be fully consistent with the ideals and spirit of our Ritual, Ritualistic Statutes, and Governing Laws.
- A man does not pledge to be in servitude to an individual brother or chapter. He is aspiring to be a member of the Chapter and the General Fraternity.
- If something is designed just to make a man “a good pledge,” rather than to make him a good brother, or just to see “how much he wants to become a member,” it is not appropriate.
- Ask yourselves . . . if an activity became known, publicized, or even videotaped, could it be explained, justified, understood or appreciated by parents, university officials, pledges, or the media? If not, it should not be done.
- The fact that “we’ve always done it” **does not** justify the continuance of any activity that could be considered hazing.
- Forced unity or “unity-at-any-cost” can, often unknowingly result in resentment or exaggerated competition within the chapter, and conflict with the later integration of the pledge class into the chapter, creating a caste system. Unity will occur naturally from positive and shared experiences.
- Pledges spending the night together as a pledge class or in clusters whether at the chapter house or at offsite locations is not allowed. The **ONLY** exception is the night before Initiation. The bonds of brotherhood develop gradually, where trust builds over time. It cannot be forced by housing people together. For that reason, there is no need for pledges to be living together during their Preparation for Brotherhood period.
- Links or any tangible representation of a pledge’s progress or failure are prohibited. If our purpose is to prepare men for brotherhood, then everything we do in our pledge programming should have a direct correlation to what we do as initiated members. When, as initiated members, do we have links or any tangible measurement of our progress or failure? A central message in our order is that we are to always strive to hold ourselves accountable to the ideals of Sigma Chi. We should encourage and foster the habit of internal self-evaluation in our P4B program. Anything short of that is destructive to our end aims.
- It is recommended that pledges take their weekly pledge exams individually within the eLearning and away from the group session. Pledge meetings/group sessions have long been encumbered with the administration of the weekly pledge exams. With the creation of Sigma Chi Online, pledges will now be able to take their weekly pledge exams within the eLearning on their laptop. Your weekly group sessions can now be solely spent sharing the storied history and proud traditions of Sigma Chi. Additionally, each weekly exam clearly states that this is to be an individual effort and no collaboration is allowed. Trust your pledges to make good decisions. True character is what one does when no one else is watching.
- The goals set forth in *The Jordan Standard* requires us as a Fraternity to ensure that we allow each student time for his academic responsibilities, reasonable sleep, diet, and campus involvement. Our prospective members are in school for an education, a learning experience, both in and out of the classroom.
- The Preparation for Brotherhood (P4B) program must begin no later than 72 hours after the recruit has received his bid.
- For additional information on pledging, please refer to the Fraternity’s Statement of Position Concerning Pledge Education and the Ritual in the Appendix of this guide.

Sigma Chi's Official Zero Tolerance Policy on Hazing

- Sigma Chi is based on the principles of Friendship, Justice and Learning. We condemn hazing as it conflicts directly with these principles and it will not be tolerated. If you feel that you are being hazed, you have the right and obligation to leave the chapter immediately and report the offenses to the Chapter Advisor, Grand Praetor and Sigma Chi International Headquarters.
- Sigma Chi is adamant about the total elimination of hazing in its chapters throughout North America. Sigma Chi has made clear in the Statement of Position Concerning Pledge Education & the Ritual, in 6.02.f of the Executive Committee Regulations, and in the Governing Laws that hazing activities will not be tolerated. Those who participate are subject to expulsion from the Fraternity. (See the Appendix.)

If you have a question about any activity associated with the P4B process, contact your Chapter Advisor, Grand Praetor or the Executive Director of Sigma Chi Leadership Institute Jim Cogdal at jim.cogdal@sigmachi.org.

*“Let us each and all do our duty and conduct ourselves that we will bring no dishonor upon our society or upon each other.
And may we have the high and proud satisfaction of knowing that our beautiful white cross,
at one the badge of our society and the emblem of purity, will never be worn over any breast
which does not beat with pure, generous, and noble emotions, and
by no man who is not a man of honor.”*

*-Founder Isaac M. Jordan, **MIAMI (OHIO) 1857***

Our Standards

The following standards should guide the Magister in making decisions throughout the Preparation for Brotherhood Program.

Educational Standards

Attendance/Course Completion

Pledges are expected to complete all components of the P4B program. This includes Sigma Chi Online eLearning, *Norman Shield* reading assignments, journaling, and Group Sessions/Experiential Exercises scheduled. If scheduling conflicts occur (e.g. athletic or academic conflicts, emergencies), pledges are expected to notify their Magister in advance.

Any missed Group Sessions/Experiential Activities must be made up within the same week (**to allow the pledge to proceed with Sigma Chi Online eLearning activities**). It will be the pledge's responsibility to meet with their Magister to review the materials missed.

Exams

Pledges will receive exams within each segment of the eLearning Courses beginning in Course 1. The successful completion of these exams achieves the International Fraternity's requirement. The pledge will have two opportunities to pass each exam at an accuracy level of 75 percent or better. We suggest the Magister check these averages regularly to spot any problems early. (See the Sigma Chi Online User Guide.)

If the pledge has not achieved an accuracy level of 75 percent on their second attempt, we suggest the following protocol be followed:

1. Pledge must communicate the problem immediately to their Magister.
2. Magister and Chapter Advisor will determine if the pledge is eligible to continue.

Academic Standards

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To be eligible for *pledging*, a student must

- have attained an accumulated scholastic grade point average of at least 2.50 on a 4.0 scale, or
- have a GPA at or above the all-men's average at the host institution specified in the charter of the initiating chapter, or
- if the student, at the time of pledging, is a freshman who has not yet received college grades, then he must have attained one of the following academic standards:
 - 1) graduated in the top twenty-five (25) percent of his high school (or equivalent) graduating class, or
 - 2) must have a minimum high school GPA of 3.0.

These academic standards shall be considered a minimum and, therefore, chapters may define higher academic standards. The recruitment committee should interview all candidates with the help of the scholarship chairman to explain Sigma Chi's academic requirements before extending bids to these students.

To be eligible for *initiation*, a pledge must:

- have attained an accumulated scholastic grade point average of at least 2.5 on a 4.0 scale, or
- have a GPA at or above the all-men's average at the host institution specified in the charter of the initiating chapter or,
- if no college scholastic grade point average is available at the time of initiation, then
 - 1) graduated in the top twenty-five (25) percent of his high school (or equivalent) graduating class or
 - 2) must have a minimum high school GPA of 3.0 and reasonable belief that he will have at least a collegiate GPA of 2.5 on a 4.0 scale or
 - 3) have a collegiate GPA at or above the all-men's average at the host institution.

Financial Standards

All pledges must be paid up and current in all financial obligations to the chapter and Fraternity, including any chapter dues as well as Pledge and Initiation fees.

Releasing a Pledge Who Does Not Meet Standards

If, during the pledge period, a pledge does something that is unbecoming of a Sigma Chi or if he cannot meet the academic minimum standard set forth by the International Fraternity, the chapter should follow normal judicial protocol.

Any degradation, humiliation, or intimidation used as part of a judicial process is forbidden.

Successful Completion of the Preparation for Brotherhood Program

When pledges have successfully completed the P4B Program, the following process must be initiated by the Magister.

From the Governing Laws

S3.12 Pledgeship shall be terminated by the candidate's initiation, only by agreement between the candidate and the chapter, or by a vote of not less than 20 percent of the active members present and voting at a regular or special meeting of the chapter, unless the chapter bylaws prescribe some higher percentage.

S3.13 Prior to his initiation, each candidate's eligibility under Section 3.07 shall be affirmed by:

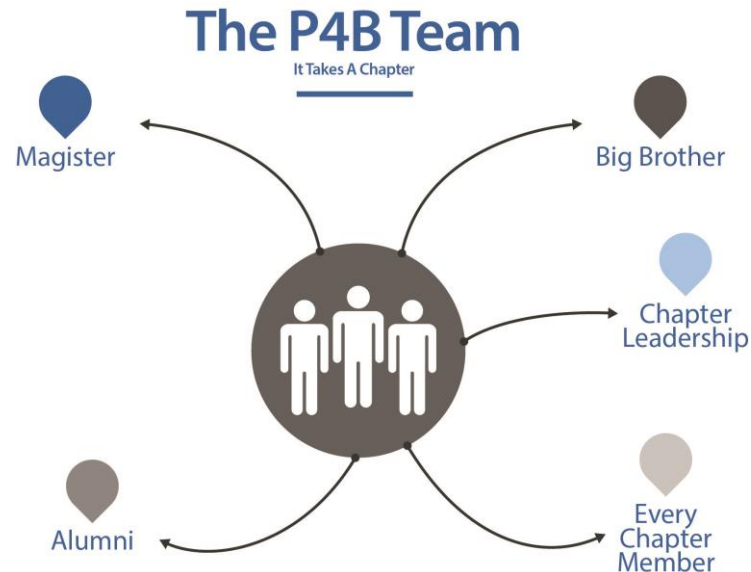
- a. A formal vote of final approval by not less than 80 percent of the active members present and voting at a regular or special meeting of the chapter, and
- b. The tacit approval of the Grand Consul, who shall disapprove only for a stated cause based on the provisions of Section 3.07.

Chapter Involvement

The role of the Magister involves a full plate of responsibilities and accountabilities. Your role as Magister is to **organize, manage and supervise** the many parts of the program. **You cannot and should not, however, try to do all the work yourself.** The education of the pledges should be a **chapter-wide process.** There is room for all active chapter members, chapter advisors, and alumnus to play a part in the process. Find ways to involve as many people as possible in the execution of the Preparation for Brotherhood Program. This manual provides many suggestions, but it will be up to you to actively engage others.

Just some of the ways chapter members can be engaged in the pledge education process might be:

- Assume the role of Big Brother,
- Be present at pledge activities such as Group Sessions, Ceremonies, Experiential Activities,
- Take an active and concerned interest in each pledge as an individual, his personal life, his outside interests, his family and friends, and previous background,
- Assume the role of Assistant Magister,
- Using the ConnΣXtions process, talk with each pledge personally about his scholastic progress, character development and the ideals of Sigma Chi,
- Tutor and assist pledges in need of scholastic support,
- Provide encouragement to each pledge making sure they are enjoying being a part of your chapter and Sigma Chi,
- Set an example of living as *men of good character.*



Your Support Team

Chapter Members

Engage your entire chapter in the process of meeting/modeling/discussing Sigma Chi values with your pledges. This can be accomplished through the ConnΣXtions process which is outlined on the next page. Remember . . . the strength of the brotherhood IS the brotherhood.

The Big Brother Team

Big Brothers play an accountability role in ensuring that each pledge receives personal attention and support as they learn about our organization. But their role is much more than just support. They will have an active part in the educational process as well. Each week, Big and Little Brothers meet to discuss the learning that has occurred, the lessons learned, and the character challenges they may have faced.

As Magister, you will be responsible for ensuring that the right members of your chapter are selected for the role of Big Brother, that they are adequately trained and that they stay engaged in the process.

The Big Brother section of this Magister Guide provides more information about the selection and training of Big Brothers. Refer also to the Big Brother Guide found in the Magister Workspace.

Assistant Magister(s)

If you have one or more Assistant Magister(s) in your chapter, it is your responsibility to define the specific accountabilities/responsibilities for this position.

Chapter Advisors/Mentors/Other Alumni

Your alumni such as the Chapter Advisor or Chapter Mentors can provide vital support in all aspects of program planning and delivery. Engage them early in your planning and seek their help and support in all aspects of your program execution because they are busy volunteers. They can provide a perspective that will enrich the pledges' experience and assist you in fulfilling your responsibilities. Don't forget to tap into the talents of your alumni for support throughout the program and send them a digital copy of the "Alumni Guide to P4B".

Grand Praetor

Your Grand Praetor is a resource for advice, mentoring, problem solving and provides administrative oversight. It is absolutely necessary that you review the entire pledge program, including chapter events, with him prior to the program beginning.

ConnΣXtions

The purpose of the ConnΣXtions Process is to create a channel of communication between each of the pledges and with the active members of the chapter in order to:

- familiarize the chapter's pledges with the brotherhood, and
- provide an orientation into chapter life prior to Initiation.

The intention of the process is not to create a negative experience or become an act of service for the pledge, nor should it be a demonstration by the pledge of loyalty or an examination of the pledge's knowledge about Sigma Chi. ConnΣXtions is designed to **build brotherhood** and involvement, as well as demonstrate the obligation of every brother to help one another become a productive member of the chapter.

ConnΣXtions conversations are not interviews but rather conversations that occur between brothers. While Sigma Chi values are the focus of the conversations, the pledges have the freedom to ask other questions related to their brother's background and commonality of interests in order to familiarize themselves with each of the active brothers.

The ConnΣXtions Process

Pre-P4B

Prior to the launch of the Preparation for Brotherhood Program, the Magister should inform the active chapter and Big Brothers about the purpose, guidelines, and eligibility requirements of the ConnΣXtions process. This is no different than the conversations you had with them during your recruitment process.

In order to be eligible to be engage in a ConnΣXtions conversation with a pledge, chapter members must be in good standing with the chapter. If any chapter members can't confirm that they are willing to set aside time each week for ConnΣXtions conversations, they should deem themselves ineligible.

Guidelines

- A. The Magister should prepare a ConnΣXtions Roster with the names of active chapter brothers who are eligible to meet with pledges. (An example of a Chapter Roster Handout is located in the Magister Workspace on Sigma Chi Online.)
- B. The ConnΣXtions process begins in Course 1 and runs through Course 4.
- C. The pledges should be encouraged to make ConnΣXtions with active chapter members each week.
- D. Ensure that all ConnΣXtions are done on campus or at the chapter house, and all should be done between 9 a.m. and 9 p.m. ***Meetings should never occur off-campus.***

E. The pledge is responsible for seeking out the chapter members and establishing a date and time to meet with the active chapter members. Chapter members are also encouraged to seek out pledges as well ... remember, the bond is reciprocal.

Note: Big Brothers should be encouraged to accompany their Little Brothers to the Course 1 ConnΣXtions to ease them into the process and the chapter.

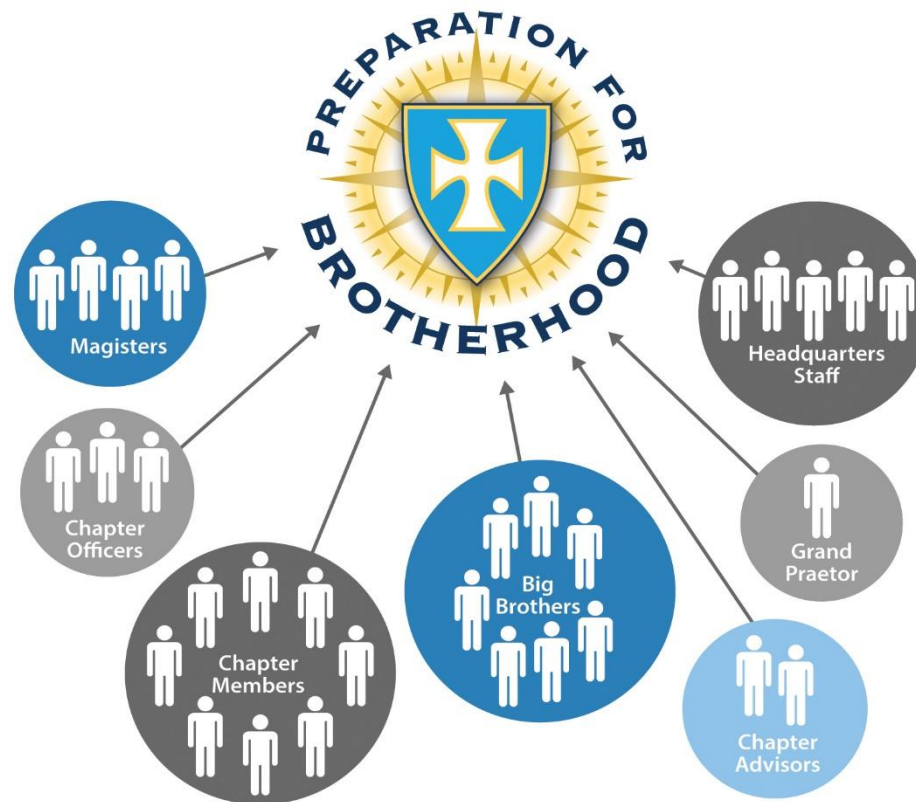
Process Implementation

The Magister will introduce the ConnΣXtions process and guidelines to the pledges during the Commencement Group Session. At this meeting, he will also hand out the Active Chapter Roster

Overview of Roles and Responsibilities

The following pages provide a comprehensive view of the roles and responsibilities of Magisters, Chapter Officers, Chapter Members, Big Brothers, Chapter Advisors, Grand Praetor and Headquarters Staff before, during and after launch of the Preparation for Brotherhood Program.

It will take the entire Fraternity working together to provide a successful P4B experience for your pledges.



P4B Roles and Responsibilities-at-a-Glance

Who	14 Days Before Commencement Course	7 Days Before Commencement Course
Magister	<ul style="list-style-type: none"> Review this Magister Guide and the Magister training materials located on Sigma Chi Online. Plan dates for all P4B Events. (See Planning Template in the Sigma Chi Online Magister Workspace.) Review your P4B Program Planning Schedule with Chapter Executive Committee/Chapter Advisor/Grand Praetor/HQ. Upon approval, review the schedule with Chapter members. Develop a list of potential/qualified Big Brothers through an agreed upon chapter process. Working with the EC and Recruitment Chair confirm that all potential Big Brothers are in good standing with Sigma Chi and fully understand and accept their BB responsibilities. Reserve room or location for Formal Pledging/Big Brother Ceremony (if Chapter house setting is not available). Coordinate alumni involvement in Formal Pledging/Big Brother Ceremony. (Advise them of date/time/location.) Reach out to your Krach TLW, P4B and/or Regional Chapter Support Coordinator for P4B procedural guidance should you encounter any unsolvable problems or issues. Submit an order for an estimated number of <i>Norman Shields</i> and Pledge Pins. Any items not used may be returned for invoice credit. 	<ul style="list-style-type: none"> Provide active chapter instructions regarding date/time/their roles in the Formal Pledging/Big Brother Ceremony. Ensure pledge pins/<i>Norman Shields</i> have been received from HQ. If materials have not arrived, notify Headquarters immediately. Reach out to your Krach TLW P4B and/or Regional Chapter Support Coordinator for P4B procedural guidance should you encounter any unsolvable problems or issues. Conduct Big Brother Education. Create a roster of Chapter members for ConnΣXtions. (Contact the Annotator.) Have enough sheets of paper and envelopes ready for “Letter to Self” assignment at Commencement Course Group Session. Review the entire P4B program and all chapter events with both the Grand Praetor and the Chapter Advisor. Preparation for Brotherhood must occur no later than 72 hours after recruit has accepted his bid.
Big Brother	<ul style="list-style-type: none"> Inform the Magister of your willingness to participate in recruitment and be a Big Brother for the upcoming school year. 	<ul style="list-style-type: none"> Attend Big Brother Education.
Other Chapter Officers	<ul style="list-style-type: none"> Executive Committee should review the P4B Program Schedule presented by the Magister. Review Pledge Form process and financial commitment for pledges (breakdown of expenses). EC-Approves the Big Brother selections. Consul: Make sure the chapter’s officers are listed correctly in www.sigmachi.org. 	<ul style="list-style-type: none"> Consul/Recruitment Chair - Know your roles during the Formal Pledging/Big Brother Ceremony. Recruitment Chairman – Accepted bids must occur no later than 72 hours prior to Preparation for Brotherhood (P4B)
Chapter Advisor - Grand Praetor	<ul style="list-style-type: none"> Review the P4B Schedule/Plan with the Magister. Grand Praetor: Check-in with Chapter Advisor and Consul as to their progress and readiness for P4B curriculum deployment. Make sure the <i>Norman Shields</i> and pledge pins have been ordered. 	<ul style="list-style-type: none"> Grand Praetor: Check-in with Chapter Advisor and Consul as to their progress and readiness for P4B curriculum deployment. CA: Assist in Big Brother Education.
Head-quarters	<ul style="list-style-type: none"> Send confirmation of receipt of request and shipping confirmation to chapter. 	<ul style="list-style-type: none"> Ship materials within one week of receiving request. Review pledge dates, Officer Login status.

Who	Commencement Course	Formal Pledging/Big Brother Ceremony
Magister	<ul style="list-style-type: none"> Review with the Chapter members what will occur in the Commencement Course and the Formal Pledging/Big Brother Ceremony. Complete room setup/gather supplies for Commencement Course. (See Magister Workspace for list of materials for meeting preparation.) Conduct Group Session C as soon as bids have been accepted and right before the Formal Pledging/Big Brother Ceremony. This will introduce the future members to the format of pledge meetings, review the scheduling and logistics, affirm their Membership Commitment Statement, agree to procedures and policies, fill out pledge forms online at www.sigmachi.org, and register into Sigma Chi Online. Pass out <i>Norman Shields</i>, chapter rosters, “Getting Started”, name tags, and schedules. Magister/Recruitment Chairman collaborate to determine Big Brother Pairings or any other process the chapter has decided in the choices. Notify Big Brothers of their assigned Little Brothers. Remind your Chapter of the specific date & time of Formal Pledging/Big Brother Ceremony. Prior to Commencement Session, verify pledges have their laptops available to fill out their pledge forms. 	<ul style="list-style-type: none"> Make sure the Pledge Pins are present for Ceremony. Set up for the Formal Pledging/Big Brother Ceremony. (See Magister Guide.) Consider planning a dinner or other type of event to celebrate the new pledge class after the Formal Pledging/Big Brother Ceremony (remember, it is alcohol-free).
Big Brothers	<ul style="list-style-type: none"> Find out as much as possible about assigned Little Brother. Briefly review status of ConnEXtions process with Little Brother. 	<ul style="list-style-type: none"> Attend Formal Pledging/Big Brother Ceremony. Know your part in the Formal Pledging/Big Brother Ceremony. Meet with Little Brother after Formal Pledging/Big Brother Ceremony if no event is planned.
Other Officers	<ul style="list-style-type: none"> Consul, Recruitment Chairman, Magister reviews Formal Pledging/Big Brother Ceremony. Notify Chapter membership of details – time, place, and set up. 	<ul style="list-style-type: none"> Consul, all other officers, and all active members should attend the Formal Pledging/Big Brother Ceremony.
Chapter Advisor - Grand Praetor	<ul style="list-style-type: none"> CA: Assist Magister in conducting Group Session C. Monitor activity on Sigma Chi Online and address any issues that arise. Provide support to Magister and Pledges in using the system including additional education as needed. Review weekly progress of each chapter and track anomalies. Grand Praetor: Approve Pledge forms through Pledge Education System. 	<ul style="list-style-type: none"> Attend Formal Pledging/Big Brother Ceremony if possible (CA and GP). GP: Approve pledge forms for Initiation badges and Certificates Monitor activity on Sigma Chi Online and address any issues that arise. Provide support to Magister and Pledges in using the system including additional education as needed. Review weekly progress of each chapter and track anomalies.
Head-Quarters	<ul style="list-style-type: none"> Once Magister has approved Pledge forms, send email to each pledge including: Chi U Instructions to Login and gain access, and review of signed agreements. Review sign-in issues, registration issues, and appropriate use consistently and address them, as they arise. Process Initiation badges and Certificates of Initiation. 	<ul style="list-style-type: none"> Review sign-in issues, registration issues, and appropriate use consistently and address them, as they arise. Confirm Initiation badges and Certificates of Initiation have been sent.

Who	Course # 1	Course # 2	Course # 3
Magister	<ul style="list-style-type: none"> • Inform the active membership of the content of P4B coursework and the ConnΣXtions theme. • Prep for Group Session/Experiential Activities. • Review exam results of each Pledge in Sigma Chi Online. • Complete room setup/gather supplies for Group Session. • Meet with individual Big Brothers to evaluate the effectiveness of the Big Brother pairings/ effectiveness of Big Brother Program. • Inform Big Brothers of the role in the Group Session/Experiential Activity and Candle Pass 	<ul style="list-style-type: none"> • Inform the active membership of the content of P4B coursework and the ConnΣXtions theme. • Prep for Group Session/Experiential Activities. • Review exam results of each Pledge in Sigma Chi Online. • Complete room setup/gather supplies for Group Session. • Inform Executive Officers of their role in the Group Session/Experiential Activity and Candle Pass. 	<ul style="list-style-type: none"> • Inform the active membership of the content of P4B coursework and the ConnΣXtions theme. • Prep for Group Session /Experiential Activities. • Review exam results of each Pledge in Sigma Chi Online. • Complete room setup/gather supplies for Group Session. • Send out reminder notice to Alumni regarding Candidate Dinner and Initiation. • Inform Risk Management Chairman to attend the Group Session. • Inform the senior class that you want them to attend the Group Session/Experiential Activity and Candle Pass.
Big Brothers	<ul style="list-style-type: none"> • Meet with Little Brother. (See activities and discussion questions in Big Brother Guide.) • Big Brothers will be attending the Group Session/Experiential Activity and Candle Pass. 	<ul style="list-style-type: none"> • Meet with Little Brother. (See activities and discussion questions in the Big Brother Guide.) 	<ul style="list-style-type: none"> • Meet with Little Brother. (See activities and discussion questions in the Big Brother Guide.) • Prepare list of growth opportunities to discuss with Little Brothers at Course 4 Group Session experiential activity
Other Officers	<ul style="list-style-type: none"> • Quaestor - ensure that pledges have paid dues/are in a payment plan. 	<ul style="list-style-type: none"> • Executive Committee will present their duties during the Group Session. • Executive Committee will attend the Candle Pass 	<ul style="list-style-type: none"> • Risk Manager - discuss duties, policies, and conduct scenarios at Group Session. • Magister will invite senior class to attend the Candle Pass.
Chapter Advisor - Grand Praetor	<ul style="list-style-type: none"> • Monitor activity on Sigma Chi Online and address any issues that arise. • Provide support to Magister and Pledges in using the system including additional education as needed. • Review weekly progress of each chapter and track anomalies. 	<ul style="list-style-type: none"> • Monitor activity on Sigma Chi Online and address any issues that arise. • Provide support to Magister and Pledges in using the system including additional education as needed. • Review weekly progress of each chapter and track anomalies. 	<ul style="list-style-type: none"> • Monitor activity on Sigma Chi Online and address any issues that arise. • Provide support to Magister and Pledges in using the system including additional education as needed. • Review weekly progress of each chapter and track anomalies.
Head-quarters	<ul style="list-style-type: none"> • Administer the system and provide support for P4B issues on a case-by case basis. • Guide all issues to www.sigmachi.org/scuhelp 	<ul style="list-style-type: none"> • Administer the system and provide support for P4B issues on a case-by case basis. • Guide all issues to www.sigmachi.org/scuhelp 	<ul style="list-style-type: none"> • Administer the system and provide support for P4B issues on a case-by case basis. • Guide all issues to www.sigmachi.org/scuhelp

Who	Course 4	Ritual Bridge	Initiation
Magister	<ul style="list-style-type: none"> • Inform the active membership of the content of P4B coursework and the ConnΣXtions theme. • Prep for Group Session/Experiential Activities. • Review exam results of each Pledge in Sigma Chi Online. • Work with Ritual Chairman to prepare for Initiation. • Make sure dinner plans are complete. • Inform pledge class of scheduling and logistics of the week. • Prep for the Ritual Bridge and for the final speech and final candle pass. 	<ul style="list-style-type: none"> • Inform the active membership of the content of P4B coursework and the ConnΣXtions theme. • Prep for Group Session/Experiential Activities. • Review exam results of each Pledge in Sigma Chi Online. • Work with Ritual Chairman to prepare for Initiation. • Make sure dinner plans are complete. • Have Active/Alumni Letters prepared by the pledge and ready for Candidate Dinner. • Prep for the Ritual Bridge and for the final speech and final candle pass. 	<ul style="list-style-type: none"> • Attend initiation • Login to Sigma Chi Online within 3 days after initiation and confirm that each pledge has completed all assignments on Sigma Chi Online. • Login to www.sigmachi.org within 3 days after initiation and confirm that each pledge has been initiated.
Big Brothers	<ul style="list-style-type: none"> • Meet with Little Brother. (See activities and discussion questions in the Big Brother Guide.) • Attend the Candidate Dinner. 	<ul style="list-style-type: none"> • Meet with Little Brother. (See activities and discussion questions in the Big Brother Guide.) • Attend the Candidate Dinner. • Each will collect his Little Brother's pledge pin during dinner. 	<ul style="list-style-type: none"> • Attend Initiation.
Other Officers		<ul style="list-style-type: none"> • Attend the Candidate Dinner. • Consul - invite alumni to attend initiation/dinner. 	<ul style="list-style-type: none"> • Attend Initiation.
Chapter Advisor - Grand Praetor	<ul style="list-style-type: none"> • Practice Initiation Ceremony. Have a dress rehearsal. • Monitor activity on Sigma Chi Online and address any issues that arise. • Provide support to Magister and pledges in using the system including additional education as needed. • GP: Review weekly progress of each chapter and track anomalies. 	<ul style="list-style-type: none"> • Practice Initiation Ceremony. Have a dress rehearsal. • Monitor activity on Sigma Chi Online and address any issues that arise. • Provide support to Magister and pledges in using the system including additional education as needed. • GP: Review weekly progress of each chapter and track anomalies. 	<ul style="list-style-type: none"> • Attend Initiation.
Head-quarters	<ul style="list-style-type: none"> • Administer the system and provide support for P4B issues on a case-by case basis. • Guide all issues to www.sigmachi.org/scuhelp 	<ul style="list-style-type: none"> • Administer the system and provide support for P4B issues on a case-by case basis. 	<ul style="list-style-type: none"> • Send automatically triggered email following completion of P4B welcoming the brothers to the Fraternity. • Confirm the initiation of pledges online was submitted by the Magister.

Program Overview

Process-At-A-Glance

PREPARATION FOR BROTHERHOOD



	Commencement	Course 1	Course 2	Course 3	Course 4
Theme	Introduction	Courage	Wisdom & Integrity	High Ambition & Self-Control	Courtesy & Fidelity
Pre-Learning Activities/Readings		<ul style="list-style-type: none"> • 1.1 Founders and Founding • 1.2 Runkle/Courage • 1.3 Constantine and Our Motto 	<ul style="list-style-type: none"> • 2.1 Bell/Wisdom • 2.2 Lockwood/Integrity • 2.3 Sigma Chi Insignia • 2.4 Purpose, Mission and Vision • 2.5 Organizational Structure • 2.6 Sigma Chi Creed 	<ul style="list-style-type: none"> • 3.1 Jordan/High Ambition • 3.2 Cooper/Self-Control • 3.3 Sigma Chi Foundation/SCLI • 3.4 Risk Management/Bystander Intervention • 3.5 Noble Decisions: Compliance Competency 	<ul style="list-style-type: none"> • 4.1 Scobey/Courtesy • 4.2 Caldwell/Fidelity • 4.3 Spirit of Sigma Chi • 4.4 Constantine Chapter • 4.5 Our Ritual • 4.6 Application Activity
Group Sessions with Experiential Activities	<ul style="list-style-type: none"> • Membership Statement • Intro to P4B • Jordan Standard • Complete Pledge Forms 	<ul style="list-style-type: none"> • Review Prework • Founding/Founders • Fundamental Purpose: Friendship, Justice & Learning • Constantine • Values 	<ul style="list-style-type: none"> • Review Prework • Chapter Officers • Local Chapter History • Assign Creed/Coat of Arms 	<ul style="list-style-type: none"> • Review Prework • Risk Management/Bystander Intervention/Social Media Guidelines 	<ul style="list-style-type: none"> • Review Prework • Reflections • Assign Letter to the Chapter (pg. 206) • Final Steps
	<ul style="list-style-type: none"> • Formal Pledging/Big Brother Ceremony 	<ul style="list-style-type: none"> • Man in the Glass • Literary Exercise/Candle Pass with Big Brothers 	<ul style="list-style-type: none"> • Illumination • Literary Exercise/Candle Pass with Executive Committee 	<ul style="list-style-type: none"> • My Creed/Coat of Arms • Literary Exercise/Candle Pass with Senior Class 	<ul style="list-style-type: none"> • Ritual Bridge (see box at right)
Post-Learning Reading/Application Suggestions/Journaling	<ul style="list-style-type: none"> • C1 Welcome to Sigma Chi/ Sigma Chi Online • C2 Always Proud • C3 Welcome, Learning Outcomes and Requirements • C4 Character, Campus and Community: Compliance Education • Norman Shield (chs. 1 and 2) 	<p>Application Chapter 2</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 1 and 2) • 1.4 Application Activity • Norman Shield (chs. 3 and 4) 	<p>Application Chapters 3 and 4</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 3 and 4) • 2.7 Application Activity • Norman Shield (chs. 5 and 6) 	<p>Application Chapters 5 and 6</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 5 and 6) • 3.6 Application Activity • Norman Shield (chs. 7 and 8) 	

Ritual Bridge

SESSION 1: WEDNESDAY

- The RBCs

SESSION 2: THURSDAY

- Seven Candles
- Literary Exercises – Final Candle Pass
- Closing Magister Speech

SESSION 3: FRIDAY

- Candidates' Dinner
- Candidates' Letter to the Chapter
- Ceremonies of Initiation Begin

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P4B-PAG-19

A Blended Instructional Approach

The Preparation for Brotherhood Program is designed to provide a **blended instructional approach** to educating our new pledges. This means that we will be using a variety of instructional approaches and tools to help pledges learn and apply what they learn about Sigma Chi including: an online learning platform called Sigma Chi Online, the *Norman Shield* containing a personal journal, weekly group discussion sessions and experiential activities, and a Big Brother Program that provides peer coaching.

Our rationale is simple:

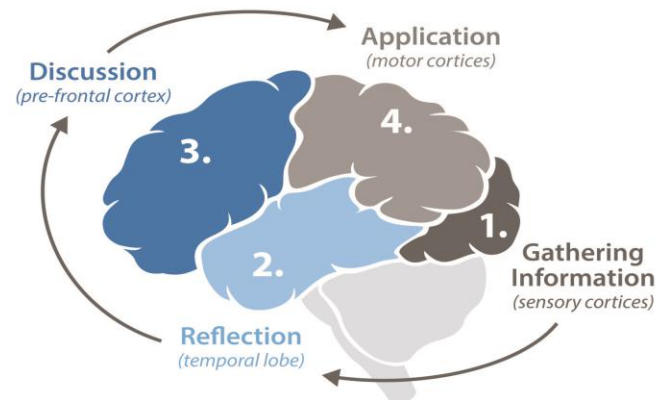
Men of different temperaments, talents, and convictions learn differently.

Current learning research suggests that the brain's natural learning cycle involves four sequential and distinct steps essential to skill development. The four steps include the following:

- 1. Gathering Information**
- 2. Reflection**
- 3. Personal Application**
- 4. Active Testing**

Each of these steps involves a different part of the brain and, if real learning is to occur, we must tap into each of these brain functions sequentially.

The Brain's Four-Step Process for Learning



The Preparation for Brotherhood Program provides a variety of instructional approaches that engage all parts of the brain.

1. Gathering Information

For many years *The Norman Shield* has been the primary source of available information about Sigma Chi. While it is beloved by all, it is limited by print capacity. Our eLearning platform, **Sigma Chi Online**, houses three hours of eLearning P4B activities which unveil the rich history and tradition of Sigma Chi in a format that is graphically enhanced and interactive. It contains many never-before-seen graphics and video tapes of contemporary Sigma Chi brothers speaking about historical values and traditions in light of the contemporary world in which we live. It also provides an organized repository of all the tools you (the Magister) will need to administer the P4B program.

Magister-led Group Sessions have been designed to promote active discussion and sharing of ideas. These sessions are led by the Magister and members of the chapter to provide an opportunity to get to know the unique focus and personalities of the chapter. Instructional outlines and PowerPoints have been created for each of these Group Sessions to ensure that the Magister and chapter members have all the professional tools necessary to conduct these sessions.

2. Reflection

The *Norman Shield* has been enhanced to include a **journaling section** which provides reflection suggestions/guidelines for each course of the Preparation for Brotherhood Program.

The Fraternity's best **Experiential Activities** allow pledges the opportunity to reflect on the rich history and traditions of Sigma Chi in sometimes unexpected ways.

3. Discussion

The weekly **Magister-Led Group Sessions** and the **Big Brother Program** provide a weekly opportunity for the pledge to discuss the concepts learned with trusted brothers/advisors. Concepts become real when there is an opportunity to talk about them.

4. Testing/Taking Action

A learner *tests* ideas by taking some form of *action* which lays down a new neural pathway. Until a learner attempts to apply a new insight, it remains a theory. Each segment of the program encourages pledges to take some kind of action to **apply** the concepts learned.

This program is about:

Inspiration—Education—Application

Program Process-at-a-Glance

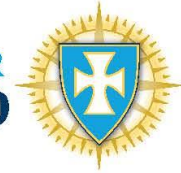
The Preparation for Brotherhood (P4B) Program is composed of **5 Courses**.

- Each **Course** (except Commencement Course) is designed to learn, understand and apply one of the Sigma Chi values exemplified by one of our Founders, as well as provide instruction on a variety of other topics associated with that value. (Course C provides a welcome or commencement to Sigma Chi and guides the pledges through the logistics of signing in to Sigma Chi Online.)
- Each Course consists of a series of **Activities** that correspond to a specific value and Founder.
 - The **Pre-Session Activities** of each Course are covered in Sigma Chi Online. The pledge will sign into Sigma Chi Online and go through the listed activities prior to attending a **Group Session** with his pledge class.
 - The **Group Sessions** of each Course are led by the Magister and cover topics not covered in the Pre-Session Activities. A variety of tools have been developed to aid the Magister in conducting these Group Session such as PowerPoints, leader's guides and handouts. (All of these can be found in your **Magister Workspace** in Sigma Chi Online.)
 - Each Group Session also contains required **Experiential Activities** designed to enhance the lessons learned during each Course.
 - **Post-Session Application Activities** are designed to encourage pledges to practice and apply what they have learned. They include such things as Big Brother meetings, Journaling assignments, ConnΣXtions conversation guidelines, and eLearning exams that assess whether the pledge is ready to proceed to the next Course.
 - At the end of Course 4, pledges will engage in a series of activities (called the **Ritual Bridge**) that are designed to connect all of their learning during P4B in order to deepen their understanding of and prepare them for our ritualistic practices prior to the Ceremonies of Initiation.

The pages that follow provide a full picture of the curriculum and content organization.

Process-At-A-Glance

PREPARATION FOR BROTHERHOOD



	Commencement	Course 1	Course 2	Course 3	Course 4
Theme	Introduction	Courage	Wisdom & Integrity	High Ambition & Self-Control	Courtesy & Fidelity
Pre-Learning Activities/Readings		<ul style="list-style-type: none"> • 1.1 Founders and Founding • 1.2 Runkle/Courage • 1.3 Constantine and Our Motto 	<ul style="list-style-type: none"> • 2.1 Bell/Wisdom • 2.2 Lockwood/Integrity • 2.3 Sigma Chi Insignia • 2.4 Purpose, Mission and Vision • 2.5 Organizational Structure • 2.6 Sigma Chi Creed 	<ul style="list-style-type: none"> • 3.1 Jordan/High Ambition • 3.2 Cooper/Self-Control • 3.3 Sigma Chi Foundation/SCLI • 3.4 Risk Management/Bystander Intervention • 3.5 Noble Decisions: Compliance Competency 	<ul style="list-style-type: none"> • 4.1 Scobey/Courtesy • 4.2 Caldwell/Fidelity • 4.3 Spirit of Sigma Chi • 4.4 Constantine Chapter • 4.5 Our Ritual • 4.6 Application Activity
Group Sessions with Experiential Activities	<ul style="list-style-type: none"> • Membership Statement • Intro to P4B • Jordan Standard • Complete Pledge Forms 	<ul style="list-style-type: none"> • Review Prework • Founding/Founders • Fundamental Purpose: Friendship, Justice & Learning • Constantine • Values 	<ul style="list-style-type: none"> • Review Prework • Chapter Officers • Local Chapter History • Assign Creed/Coat of Arms 	<ul style="list-style-type: none"> • Review Prework • Risk Management/Bystander Intervention/Social Media Guidelines 	<ul style="list-style-type: none"> • Review Prework • Reflections • Assign Letter to the Chapter (pg. 206) • Final Steps
	<ul style="list-style-type: none"> • Formal Pledging/Big Brother Ceremony 	<ul style="list-style-type: none"> • Man in the Glass • Literary Exercise/Candle Pass with Big Brothers 	<ul style="list-style-type: none"> • Illumination • Literary Exercise/Candle Pass with Executive Committee 	<ul style="list-style-type: none"> • My Creed/Coat of Arms • Literary Exercise/Candle Pass with Senior Class 	<ul style="list-style-type: none"> • Ritual Bridge (see box at right)
Post-Learning Reading/Application Suggestions/Journaling	<ul style="list-style-type: none"> • C1 Welcome to Sigma Chi/ Sigma Chi Online • C2 Always Proud • C3 Welcome, Learning Outcomes and Requirements • C4 Character, Campus and Community: Compliance Education • Norman Shield (chs. 1 and 2) 	<p>Application Chapter 2</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 1 and 2) • 1.4 Application Activity • Norman Shield (chs. 3 and 4) 	<p>Application Chapters 3 and 4</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 3 and 4) • 2.7 Application Activity • Norman Shield (chs. 5 and 6) 	<p>Application Chapters 5 and 6</p> <ul style="list-style-type: none"> • Big Brother Meeting • ConnΣXtions • Journaling (chs. 5 and 6) • 3.6 Application Activity • Norman Shield (chs. 7 and 8) 	

Ritual Bridge

PLEDGE BROTHER

SESSION 1: WEDNESDAY

- The RBCs

SESSION 2: THURSDAY

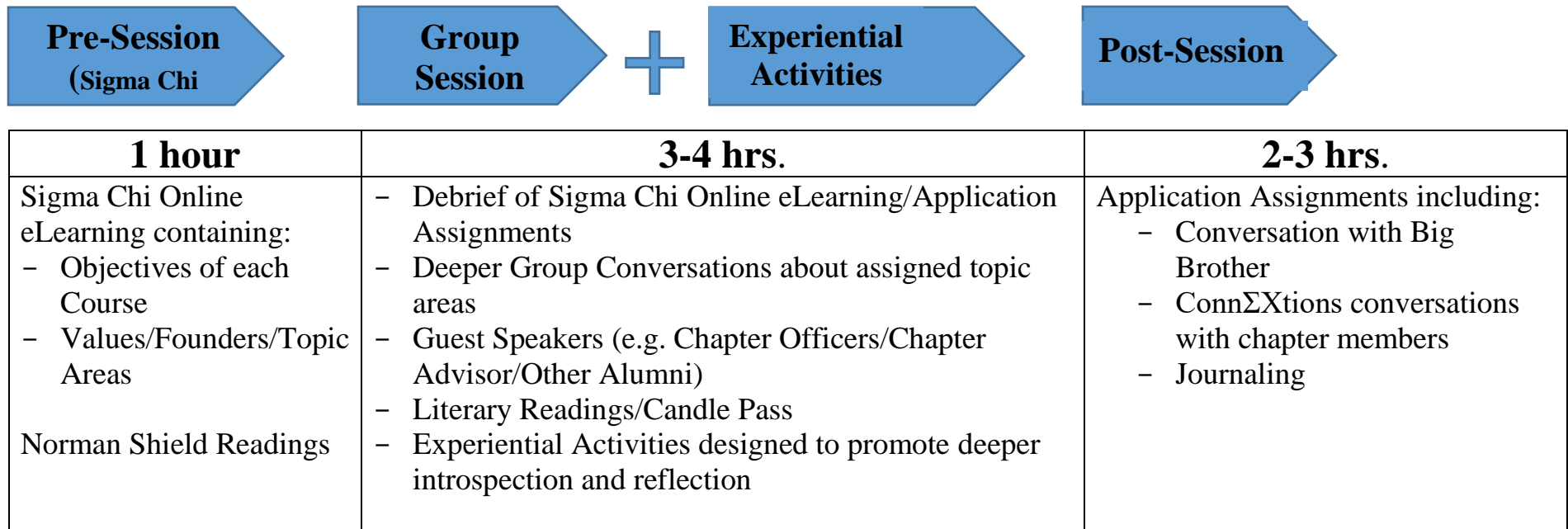
- Seven Candles
- Literary Exercises – Final Candle Pass
- Closing Magister Speech

SESSION 3: FRIDAY

- Candidates' Dinner
- Candidates' Letter to the Chapter
- Ceremonies of Initiation Begin

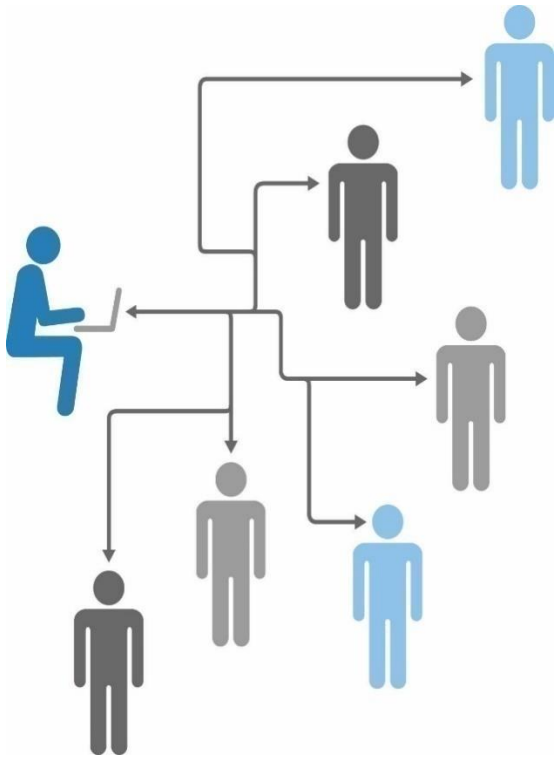
The Weekly Learning Process

During each Course of the program, the pledge will participate in a *blended* variety of learning actions pictured below. The diagram also suggests the potential time commitment for each component of the program.



Just-In-Time Learning

The Preparation for Brotherhood Program has been designed to deliver learning at a pace that will ensure that the pledge receives the materials at an *optimal* time. There are a variety of checks and balances built into the system that ensure that no pledge can rush ahead or fall behind the rest of their pledge group. The Magister has the ability to *pace* the learning in a variety of ways.



- During each **Course**, the pledge is free to complete the **Pre-Session Activities** for the Course they are working on at their own pace prior to the Magister-led Group Session.
- The pledge has two opportunities to pass the integrated eLearning **exams** at a level of 75 percent or better. If they are successful, the system will release the Pre-Session Activities for the next Course. If they are not successful, the system will not release the Activities.
- In the event the pledge is unsuccessful, the Magister, working with their Chapter Advisor, will have to make a decision about the action required.

Your Tools

Sigma Chi's Preparation for Brotherhood Program is designed to provide a **blended instructional approach** to developing our new pledges. This means that you will be using a *variety* of instructional approaches and tools (not just online learning) to help pledges learn and apply their understanding of Sigma Chi.

A variety of tools/resources have been created to develop your skills as program administrator and facilitator, as well as, to enhance the overall learning experience of the pledges.

Magister Tools

The Magister Guide

This guide provides a comprehensive overview and specific tools that will guide you in planning/delivering a professional Preparation for Brotherhood Program. It contains everything you will need including comprehensive outlines for conducting/facilitating Group Sessions and Experiential Activities, and advice about launching the Big Brother program in your chapter.

Preparation prior to each Course is essential, but this Magister Guide will provide you with detailed instructions and suggestions for conducting each component of the Preparation for Brotherhood curriculum. **You** are critical to the success of each pledge's experience.

Sigma Chi Online: Online eLearning

Sigma Chi Online is another important delivery mechanism used in the Preparation for Brotherhood Program content. The eLearning activities contained in Sigma Chi Online allow each learner to move at their own pace using the desktop computer or laptop. Sigma Chi Online also contains tools for you to use as the program administrator. **These tools are discussed in greater detail in the Sigma Chi Online User Guide.**

The Norman Shield

The Norman Shield has been formatted to align with P4B. It provides reference readings to support Sigma Chi Online eLearning. Each chapter also contains a summary of the instructional outcomes for each course as well as a complete listing of Application Suggestions and space for personal journaling. *The Norman Shield* should prove helpful to you as you prepare for each Group Session.

Big Brother Guide

The Big Brothers from your chapter play a critical role in the education of our pledges. They will serve in the capacities of guide, coach, resource, role model, and advocate. The Big Brother Guide (found in the Magister Workspace) provides instruction in all of these skill areas.

Pledge Tools

Your pledges will be using four instructional resources which support their Preparation for Brotherhood learning.

The Norman Shield

For many years, *The Norman Shield* has been the primary source of reference for our new members about the history, traditions and lofty ideals of the Sigma Chi Fraternity. *The Norman Shield* has been formatted to align with P4B. It provides reference materials to support Sigma Chi Online eLearning. Each chapter also contains a complete listing of Application Suggestions and space for personal journaling. The content of *The Norman Shield* is updated every two years.

Sigma Chi Online

While *The Norman Shield* remains the consistent source of written information about our Fraternity, in keeping with the need to update our approach to delivering educational programming, Sigma Chi has made the investment in a Learning Management System (LMS) called Sigma Chi Online (learning.sigmachi.org). Sigma Chi Online is an online instructional tool which will allow the Fraternity to keep in step with the most advanced instructional delivery mechanisms in use today. It allows us to provide our pledges with enhanced information about the Fraternity including videos, interactive activities, testing and other state of the art communication tools.

ConnΣXtions

A process called ConnΣXtions has been woven throughout the Preparation for Brotherhood Program. ConnΣXtions encourages communication between active chapter members and the pledges and is designed to enhance the bonds of brotherhood and provide an orientation to chapter life. (ConnΣXtions is explained in greater detail on pages 14-15.)

Below are templates to help you plan your program depending upon the day you hold your Group Sessions.

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Sunday Group Session Meetings						
Monday		Complete Commencement post session eLearning	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam	
Tuesday						
Wednesday						Ritual Bridge – Wed. Activity
Thursday	Accepted bids (max. 72 hours) prior to Commencement Course	Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	Ritual Bridge – Thurs Activity
Friday						Ritual Bridge - Fri Activity Initiation Begins
Saturday						Initiation
Sunday	Commencement Course & Formal Pledging/Big Bro Ceremony	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4	

Monday Group Session Meetings						
Monday	(previous Friday) Accepted bids (max. 72 hours) prior to Commencement Course	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4	
Tuesday	Commencement Course	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam		
Wednesday	Formal Pledging/Big Brother Ceremony				Ritual Bridge – Wed. Activity	
Thursday					Ritual Bridge – Thurs Activity	
Friday					Ritual Bridge - Fri Activity Initiation Begins	
Saturday	Complete Commencement post session eLearning				Initiation	
Sunday	Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning		

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Tuesday Group Session Meetings						
Monday	(previous Saturday) Accepted bids (max. 72 hours) prior to Commencement Course	Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	
Tuesday	Commencement Course	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3 /Experiential Activity	Group Session 4	
Wednesday					Ritual Bridge – Wed. Activity	
Thursday	Formal Pledging/Big Brother Ceremony	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam	Ritual Bridge – Thurs Activity	
Friday					Ritual Bridge - Fri Activity Initiation Begins	
Saturday	Complete Commencement post session eLearning				Initiation	
Sunday						

Wednesday Group Session Meetings						
Monday	(previous day-Sunday) Accepted bids (max. 72 hours) prior to Commencement Course	Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	
Tuesday						
Wednesday	Commencement Course	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4	Ritual Bridge – Wed. Activity
Thursday						Ritual Bridge – Thurs Activity
Friday	Formal Pledging/Big Brother Ceremony	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam		Ritual Bridge – Fri Activity Initiation Begins
Saturday						Initiation
Sunday	Complete Commencement post session eLearning					

Thursday Group Session Meetings						
Monday	Accepted bids (max. 72 hours) prior to Commencement Course	Complete Commencement post session eLearning	Pledges complete Course 1 Application Activities	Pledges complete Course 2 Application Activities	Pledges complete Course 3 Application Activities	
Tuesday						
Wednesday		Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	Ritual Bridge – Wed. Activity
Thursday	Commencement Course	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4	Ritual Bridge – Thurs Activity
Friday						Ritual Bridge – Fri Activity Initiation Begins
Saturday						Initiation
Sunday	Formal Pledging/Big Brother Ceremony					

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Friday Group Session Meetings						
Monday		Complete Commencement Post session eLearning	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam	
Tuesday	Accepted bids (max. 72 hours) prior to Commencement Course					
Wednesday		Pledges Complete Course 1 Pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	Ritual Bridge – Wed. Activity
Thursday						Ritual Bridge – Thurs Activity
Friday	Commencement Course	Group Session 1/ Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4/ Experiential Activity	Ritual Bridge – Fri Activity Initiation Begins
Saturday						Initiation
Sunday	Formal Pledging/Big Brother Ceremony					

Saturday Group Session Meetings						
Monday		Complete Commencement post session eLearning	Pledges complete Course 1 Application Activities/Exam	Pledges complete Course 2 Application Activities/Exam	Pledges complete Course 3 Application Activities/Exam	
Tuesday						
Wednesday	Accepted bids (max. 72 hours) prior to Commencement Course					Ritual Bridge – Wed. Activity
Thursday		Pledges Complete Course 1 pre-session eLearning	Pledges Complete Course 2 pre-session eLearning	Pledges Complete Course 3 pre-session eLearning	Pledges Complete Course 4 pre-session eLearning	Ritual Bridge – Thurs Activity
Friday						Ritual Bridge – Fri Activity Initiation Begins
Saturday	Commencement Course	Group Session 1/Experiential Activity	Group Session 2/ Experiential Activity	Group Session 3/ Experiential Activity	Group Session 4	Initiation
Sunday	Formal Pledging/Big Brother Ceremony					

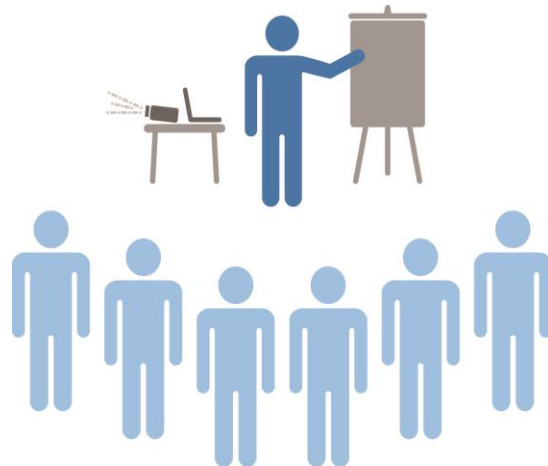
Group Sessions & Experiential Activities

Each week of the Preparation for Brotherhood program, you will be responsible for organizing and conducting instructional/discussion sessions which we call Group Sessions. These sessions are designed to provide the pledges with an opportunity to meet together, to discuss what they are learning, build on the information that is being provided through Sigma Chi Online/*The Norman Shield*, and deepen their personal relationship with their pledge brothers. These sessions will also be an opportunity for **you** to gather insights into how the Preparation for Brotherhood process is working, to determine whether your pledges are growing in their understanding of the Fraternity, to assess if they are experiencing success or frustration in the process and to link together all the blended learning components.

This section of your Magister Guide provides instructional guidance for each of these sessions including: session objectives, a listing of necessary tools, setup advice, instructional outlines, power point support, and facilitation suggestions for the sessions. Copies of all instructional support materials such as PowerPoints and handouts can be found in your Magister Workspace.

Review the instructional outlines/scripts provided to ensure that you understand the information fully before trying to present it to the group. This will greatly increase your effectiveness as an instructor/facilitator.

What's in this for you? This is an opportunity for you to build your presentation and facilitation skills . . . **critical leadership skills.** After each session, seek feedback from your pledges about the effectiveness of the session. Consider their feedback carefully . . . **grow from it.**





Group Session: Commencement Topic: Getting Started

Purpose:

The purpose of this session is to provide those who received bids with the necessary logistical information to plan their schedules for the duration of their pledge period. It also includes the Member Commitment Statement that should be read individually to each future member prior to their Formal Pledging/Big Brother Ceremony. (The Formal Pledging/Big Brother Ceremony follows this instructional outline.)

Materials:

- PowerPoint presentation: Group Session C (Available from your Magister Workspace)
- Computer
- External Speakers
- Remote Mouse
- LCD Projector
- Screen
- Membership Commitment Statement (Available at the end of this Group Session and in the Magister Workspace)
- *Getting Started* HO for each future member (Available in the Magister Workspace)
- *Process At-a-Glance* HO for each future member (Template Available in the Magister Workspace)
- Name Tags for each future member/Pens
- ConnΣXtions Handout (Available in the Magister Workspace)
- *Chapter Roster* HO for each future member (Template Available in the Magister Workspace)
- *The Norman Shield* for each future member
- Jordan Standard Charts (Available in the Magister Workspace)

Advance Preparation:

1. Thoroughly review the instructional outline that follows, and all other instructional materials used in this Group Session.
2. Prepare/Procure all the necessary supplies. (See above.)
3. Download Group Session C PowerPoint from the Magister Workspace.

4. Review the instructional outlines/scripts provided as a reference and make sure you understand the information fully before trying to present it to the group. This will greatly increase your effectiveness as an instructor/facilitator.
5. Customize the Group Session C visuals with your chapter-specific information regarding Dates, Places, Times of upcoming events. (Customized fields can be found in the power point in red.)
6. Prepare a *Process-at-a-Glance* HO using the template found in the Magister Workspace. Input all necessary information specific to your chapter including dates, times, places of all chapter events.
7. If you have not already done so, prepare/duplicate your Process at a Glance Planning Template (A Word Template can be found in the Magister Workspace).
8. Set up the room for ease of presentation. Find a room in the chapter or on campus in which you can project the power point, and which provides space for your group to have a meaningful discussion.
9. Project the first visual in the series as your future members enter the room.

The Day of the Session ...

1. Make sure the room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants and guests.
2. Have all the handouts ready to distribute (Process-at-a-Glance, Planning Calendar, Chapter Roster, Getting Started procedure).
3. Have the name tags available. Bring a sharpie or felt pen to write the names.
4. Have a *Norman Shield* for each person.
5. Make sure the Commencement Group Session PowerPoint visuals are loaded on your laptop computer.
6. Set-up the LCD projector and the external speakers. Make sure the LCD is focused and functioning properly. Test the sound levels on your external speakers.
4. Attach the Remote Mouse to your computer and test functionality.
5. Make sure the room you are using for the Formal Pledging/Big Brother Ceremony is set up and that the chapter members know their roles.

Summary Outline for Group Session C

Time	Topic	C	V	HO	Inst
60 min	Reading of Membership Commitment Statement Welcome, Session Objectives, and Introductions		V		Magister
10 min	Introduction to the Preparation for Brotherhood Program		V		Magister
10 min	Introduction of the Instructional Approach		V		Magister
20 min	Preparation for Brotherhood Schedule (Process-at-a-Glance)		V	P4B Process at a Glance Schedule, ConnΣXtions HO, Chapter Roster	Magister
10 min	Introduction to the Jordan Standard		V	<i>The Norman Shield</i>	Magister
10 min	<i>Take a Look in the Mirror</i> Activity	Jordan Standard Charts	V		Magister
15 min	Getting Started Actions – Registering as a pledge and Sigma Chi Online		V	Getting Started	Magister
5 min	Review of Schedule- Date, time, and location of Formal Pledging/Big Brother Ceremony Next Steps – Post-Session Activities and Pre-Session Activities		V		Magister
5 min	Questions/Announcements/Reflections Assignment		V		Magister

C = Chart V = Visual HO = Handout

COMMENCEMENT
GROUP SESSION

Welcome
&
Getting Started

PREPARATION FOR
BROTHERHOOD



V-1

A PLEDGE IS...
a **commitment** to a **solemn promise**; however, this promise applies not only to you but to the chapter members.

YOU WILL BE ASKED...
to **pledge** or promise to commit to those **values and ideals** that binds us together – to live a life that will promote the Fraternity as well as yourself.

WE, AS SIGMA CHIS...
pledge ourselves, to uphold those values and ideals in all our teachings, interactions, activities, and actions with you. In doing so, we are leading the way towards your journey in becoming a Sigma Chi by exemplifying those values and ideals in our daily lives.

V-2

In this Session, you will . . .

COMMENCEMENT
GROUP SESSION

- Get to know the **Pledge Educator** known as the **Magister** and the Magister team or assistants,
- Get to know **each other** collectively known as the **pledge class**,
- Learn about the **Preparation for Brotherhood** program and our schedule,
- Learn about our **Jordan Standard** and its purpose in the selection process of future Sigma Chi's,
- Learn how to fill out your **pledge forms** and register on **Sigma Chi U**.



PREPARATION FOR
BROTHERHOOD

V-3


Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
60 min (depending on the size of the class)	<p>Membership Commitment Statements</p> <p>Welcome</p> <p>Finances by the Quaestor</p> <p>Session Concepts</p>	<ul style="list-style-type: none"> • Project V- 1, while future members are waiting for the meeting to begin. This will provide an opportunity for you and your assistants or other brothers to read the Member Commitment Statement to each future member as they arrive. (Membership Commitment Statement is located at the end of this Group Session section.) • When all the future members have individually answered all the Member Commitment Statement questions and you are ready, excuse the chapter brothers and begin your first Group Session. (Note: If any future brother is unable/unwilling to answer “yes” to the member commitments, they must be released because they will not thoroughly understand or embrace that our organization is founded on Christian ideals.) • Welcome the future members. Congratulation them on accepting their bids. Explain to them that the Membership Commitment Statement they just agreed to is important because for them to understand our organization’s beginnings and continued development, there are basic tenants to the organization that one must believe. • My name is _____ and I have been elected as the Chapter’s treasurer to prepare a budget based on the goals of the chapter. As a pledge, the dues will be \$____ per month. (<i>Quaestor should hand him a breakdown of the costs</i>). This includes the cost of pledging which is \$100 as well as the cost of initiation which is \$200. Once initiated, the member dues to the General Fraternity is \$200 split in two payments in a 12-month billing cycle. Therefore, the total amount is \$500 to the General Fraternity plus any chapter dues. As a member, the monthly dues will be \$____. All of us have a financial obligation to pay their dues in order for the operations of the chapter to function. Any questions? • Project V-2. and explain that after the Formal Pledging/Big Brother Ceremony, they will be known as a pledge. The term is not meant to be demeaning or one of servitude. A pledge is a commitment to a solemn promise; however, this promise applies not only to them but to the entire chapter membership. We ask all members to pledge to live lives based on our values and principles. Furthermore, the members of the chapter will pledge ourselves, or promise, to uphold these values and ideals in all our teachings, interactions, activities, and actions with them and to exemplify the values and ideals in our daily lives. Our goal is to support our pledges in their journey to becoming Sigma Chis. • Project V-3. Review the objectives for this first group session. <ul style="list-style-type: none"> - Get to know the Pledge Educator known as the Magister and his team. - Get to know each other collectively known as the pledge class. - Learn about the Preparation for Brotherhood Program and our schedule. - Explain our Jordan Standard and its purpose in the selection process of future Sigma Chi’s. - Learn how to fill out your pledge forms and register on Sigma Chi Online. 	V	<p>Magister</p> <p>Asst. Magisters (if applicable)</p>

Your Magister and Assistants...

Magister Name:
 Hometown:
 Year in School:
 Major:

Assistant Magister Name:
 Hometown:
 Year in School:
 Major:



PREPARATION FOR BROTHERHOOD

V-4

Role of the Magister...

- Organize, teach/facilitate and lead the chapter's Preparation for Brotherhood Program in order to introduce the ideals of Sigma Chi.
- Ensure that all forms are completed and accurately submitted to Sigma Chi Headquarters.
- Oversee the Big Brother Program (which will be describe later).
- Oversee all ceremonies related to pledges including the Formal Pledging/Big Brother Ceremony and Initiation.
- Ensure that all activities connected with pledges are free from any form of hazing under fraternal law.
- Assist the Kustos in the Ritual for Life Program and integration of the new initiates into our chapter.




PREPARATION FOR BROTHERHOOD

V-5

Getting to Know One Another...

- Your Name
- Hometown
- Major
- Your Rationale for choosing Sigma Chi over other fraternities.



PREPARATION FOR BROTHERHOOD

V-6



V-7

We are all here to support you!

V-8

Program Objectives

As a result of the P4B program, you will:

- Demonstrate a fundamental understanding of Sigma Chi's history, values and ideals – as well as your obligations to the campus and community,
- Demonstrate knowledge of Sigma Chi operations and governance at the local chapter, province and international levels,
- Demonstrate your ability to reflect upon and apply Sigma Chi's values to your daily life,
- Be prepared to begin a lifelong commitment to Sigma Chi and its founding principles of Friendship, Justice, and Learning.

V-9

Here's What We Know About Learning ...

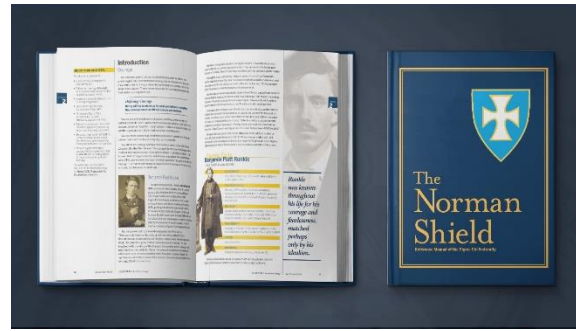
V-10

A Whole Brain Learning Approach

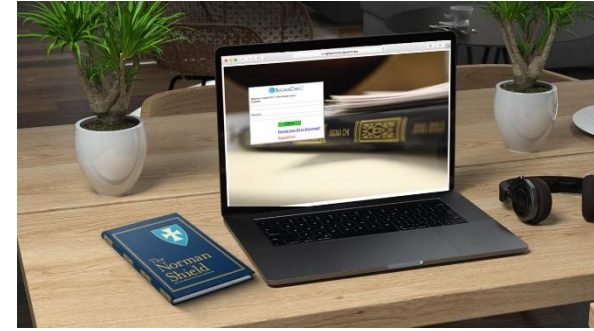
V-11



V-12



V-13



V-14

Process-At-A-Glance

PREPARATION FOR BROTHERHOOD

Session	Introduction	Courage	Wisdom & Integrity	High Achievements & Self-Confidence	Courtesy & Hospitality
Pre-Session Learning: Readings	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development
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Pre-Session Learning: Readings	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development 	<ul style="list-style-type: none"> 1. Foundations and Traditions 2. Service to Others 3. Leadership 4. Character Development

Ritual Bridge

SESSION 1: WISDOM

- 1. Foundations and Traditions
- 2. Service to Others
- 3. Leadership
- 4. Character Development

SESSION 2: COURAGE

- 1. Foundations and Traditions
- 2. Service to Others
- 3. Leadership
- 4. Character Development

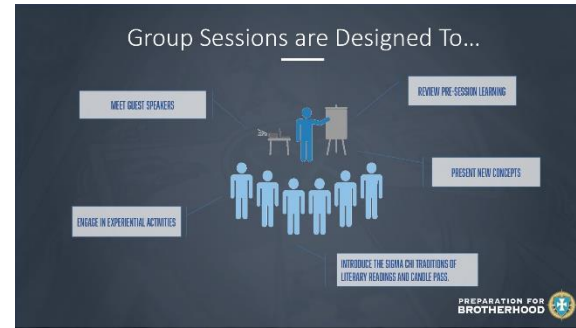
SESSION 3: HIGH ACHIEVEMENTS AND SELF-CONFIDENCE

- 1. Foundations and Traditions
- 2. Service to Others
- 3. Leadership
- 4. Character Development

SESSION 4: COURTESY AND HOSPITALITY

- 1. Foundations and Traditions
- 2. Service to Others
- 3. Leadership
- 4. Character Development

V-15



V-16

Time	Topic	Instructional Outline	Tools	Inst
10 min	Instructional Approach (Cont.)	<ul style="list-style-type: none"> Using V-12, explain that there are two primary instructional tools they will be using throughout the program: <i>The Norman Shield</i> (which they just received) and our online learning platform called Sigma Chi Online Display V-13 and 14 which provide examples of pages from <i>The Norman Shield</i> and an image of Sigma Chi Online. 	V <i>Norman Shield</i>	Magister
20 min	P4B Schedule Pre-Session Group Sessions	<ul style="list-style-type: none"> Project V-15 and distribute a P4B Process-at-a-Glance schedule. Explain that this schedule will provide them with a more detailed look at how all their learning fits together. It includes details about the topic areas covered in each Course of the P4B Program. In addition, it provides important dates about pledge meetings and chapter activities. Show them where we are in the program thus far. Using V-15, describe the Courses in the program. <ul style="list-style-type: none"> The Commencement Course is dedicated to welcome and logistics, the Formal Pledging/Big Brother Ceremony, eLearning activities, and several assignments in the Norman Shield. Courses 1 through 4 are linked with Sigma Chi's values. They will learn using Pre-session eLearning, their <i>Norman Shield</i>, Group Sessions/Experiential Activities and Post-Session Applications. The segment of the program called the Ritual Bridge will provide sessions designed to prepare them for their Initiation. Explain that the top shaded area on the process handout contains the pre-session eLearning activities housed on Sigma Chi Online associated with each Course of the program. Using V- 16, discuss the purpose/content of the Group Sessions (in the center of the handout). Explain that Group Sessions are scheduled each week and they will include the following topic areas: <ul style="list-style-type: none"> A review of their pre-session learning and <i>Norman Shield</i> readings, Presentation of new concepts, Guest speakers. They will also include: <ul style="list-style-type: none"> Experiential Activities that will emphasize the theme (or values) of each Course, and Literary Readings and a Sigma Chi tradition called a Candle Pass which will be described later. Explain their responsibility to attend all scheduled Group Sessions. Be clear about the process they should use if they are unable to be present at a Group Session and the process, they should use to catch up on the information they missed. 	V Process at a Glance Handout	Magister

Our Group Sessions

Our Group Sessions will occur at:
announce place, day and time.


Chapter Events

Commencement Week	Week 1	Week 2	Week 3	Week 4
Announce (ex. Formal Pledging/Big Brother)	Announce	Announce	Announce	Announce

V-17

Post Session

Outlined in your *Norman Shield* and on Sigma Chi U including:
meet with their **Big Brother**,
meet with chapter members using a process called **ConnΣXtions** (that will be described soon),
complete **Application Assignments, Journaling, and . . .**
complete the **Pre-session Activities** for the next Course.



V-18

Application Suggestions-Journaling



 APPLICATION

 JOURNALING

PREPARATION FOR BROTHERHOOD

V-19

ConnΣXtions

- ConnΣXtions is a process/opportunity for you to **build relationships** with your chapter brothers. They will be your friends for life. (You have met many of these brothers during recruitment, but they were asking most of the questions. Now it's your turn.)
- Learn more about each brother's unique **temperament, talents and convictions.**
- Discover how your brothers try to **live our values every day.** (We call this living our values "out loud.")



PREPARATION FOR BROTHERHOOD

V-20

ConnΣXtions is about Conversation

Conversation is the first step to building **relationships...** it is a vital cornerstone of leadership.

It takes **Courage.**

PREPARATION FOR BROTHERHOOD

V-21

Get ConnΣcted

Each week, set up short meetings with your Chapter Brothers.

Meeting locations should be at the **chapter house or somewhere on campus.**

Meeting duration should last from **10 min to no more than 1 hour.**

Get to know your brothers' **background** and then discuss the **values-related** questions we provide in the Application Suggestions of each Course.

Your Big Brother may offer to **accompany you** to some of your first meetings (to provide conversation support/feedback).

PREPARATION FOR BROTHERHOOD

V-22

Tools

Our Chapter Roster

Sample Questions in the Norman Shield



Get Advice from your Big Brother


PREPARATION FOR BROTHERHOOD

V-23

ConnΣXtion Questions

This week, make at least five ConnΣXtions with active chapter brothers. Discuss the following:

- What does the value of **Courage** mean to you?
- In your opinion, what is the difference between acting bravely and acting courageously?
- What have you done in your life that sets you apart?
- How do you try to live out the spirit of Founder Benke's courage in your daily life?



PREPARATION FOR BROTHERHOOD

V-24

Chapter Roster

Magister will handout or send the list.

PREPARATION FOR BROTHERHOOD

V-25

Time	Topic	Instructional Outline	Tools	Inst
20 min	P4B Schedule (Cont.)	<ul style="list-style-type: none"> • Using V-17, explain the date/location/times of your Group Sessions for the duration of the P4B Program as well as any chapter events that you may want them to attend. • Using V-18 and 19, explain that they will be responsible for completing the post-session learning activities outlined in their <i>Norman Shield</i> and on Sigma Chi Online. These activities involve such things as: <ul style="list-style-type: none"> - meeting with their Big Brother, - meeting with Chapter members using a process we call ConnΣXtions (that will be described soon), - completing application assignments, - journaling, - preparing for the next Course. <p>(Remind them that they cannot progress to the next week until the current week is completed.)</p> • Using V- 20 and 21, introduce the ConnΣXtions process. Explain that ConnΣXtions is designed to help them develop one of the most important leadership skills they will ever learn . . . the art of building relationships through conversation. This is the key to a strong brotherhood that is enduring. Remind them that it is only when they are successful at forging positive relationships with others that they can expect to lead others. Building relationships occurs through conversation . . . an art which is fast disappearing in a world of technology-driven communication. • Using V-22, review the guidelines of the ConnΣXtions process. • Project V-23 and 24 and explain that a variety of tools have been created to assist them in this process. Explain the purpose of each tool. Explain that they can also take notes on their conversations in the space provided in their <i>Norman Shield</i>. • Project V-25 and distribute a Chapter Roster. Reiterate that the listing of names is not in any specific order or sequence. Advise them to discuss the roster with their Big Brother to obtain recommendations about the brothers with whom they might want to set up meetings first. 	V ConnΣX -tions HO Chapter Roster	Magister

Weekly Learning Components

PRE-SESSION
(Self-Instruction)

1-2 Hours

Sigma Chi U will provide:

- Objectives of the Course (Week)
- Video Instruction (e.g. Stories about the Designated Value/Founder/Topic Area)
- Literary Readings
- Short Quizzes on Above Materials

GROUP SESSION

1-3 Hours

Group Session includes:

- Detail of Activities/Application
- Assignments from Previous Course (AAR)
- Deeper Group Conversation about Assigned Topic Areas
- Guest Speakers
- Literary Readings
- Experiential Activities

EXPERIENTIAL ACTIVITY

1-3 Hours

Post-Session Assignments including:

- Reading on Sigma Chi U
- Conversation with Big Brother
- ConEXions, Conversation Discussion Questions
- Application / Journaling Assignments Linked to the Course's Objectives

POST SESSION

1-3 Hours

V-26



The Jordan Standard is **not** a list of ideals.

Rather, it is what we believed you to be when we extended you a bid.

These are **standards** our Sigma Chi brothers attempt to live up to every day.

PREPARATION FOR BROTHERHOOD

V-27

A Man of Good Character...

The Jordan Standard

- displays the traits described in the Jordan Standard,
- follows a universally accepted code of ethics and social behavior, and, as a consequence, is respected widely.

What examples can you provide of a Man of Good Character?

A Man of Good Character

- A Student of Fair Ability
- With Ambitious Purposes
- A Congenial Disposition
- Possessed of Good Morals
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility

V-28

A Student of Fair Ability...

"Fair" in 1884 did not mean average

- displays intelligence,
- thinks and acts with common sense,
- sees value in his education and takes academic responsibilities seriously.

What examples can you provide of A Student of Fair Ability?

The Jordan Standard

- A Man of Good Character
- A Student of Fair Ability**
- With Ambitious Purposes
- A Congenial Disposition
- Possessed of Good Morals
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility

V-29

With Ambitious Purposes...

- does his best in all he endeavors, and is willing to lead, to take responsibility.

What examples can you provide of A Student With Ambitious Purposes?

The Jordan Standard

- A Man of Good Character
- A Student of Fair Ability
- With Ambitious Purposes**
- A Congenial Disposition
- Possessed of Good Morals
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility

V-30

A Congenial Disposition...

- means that he is friendly, courteous, easy to engage in conversation.

What examples can you provide of People With A Congenial Disposition?

The Jordan Standard

- A Man of Good Character
- A Student of Fair Ability
- With Ambitious Purposes
- A Congenial Disposition**
- Possessed of Good Morals
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility

V-31

Possessed of Good Morals...

- means that he knows the difference between right and wrong,
- and does the right thing, even when no one is watching.

What examples can you provide of A Person Possessed of Good Morals?

The Jordan Standard

- A Man of Good Character
- A Student of Fair Ability
- With Ambitious Purposes
- A Congenial Disposition
- Possessed of Good Morals**
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility

V-32

Having a High Sense of Honor...

- means that he takes commitments seriously,
- keeps promises, can be trusted,
- stands up for individuals or entities as a matter of principle, and
- as a matter of principle, refuses to endorse things he knows to be wrong.

What examples can you provide of A Person Who Has a High Sense of Honor?

The Jordan Standard

- A Man of Good Character
- A Student of Fair Ability
- With Ambitious Purposes
- A Congenial Disposition
- Possessed of Good Morals
- Having a High Sense of Honor**
- With A Deep Sense of Personal Responsibility

V-33

With a Deep Sense of Personal Responsibility

- means that he takes responsibility for his own actions,
- is willing to do his fair share in group endeavors,
- doesn't blame others for his failings or those of his group, and
- feels a sense of duty to make a lasting positive impact on his campus, the community, the world.

What examples can you provide of a Person With a Deep Sense of Personal Responsibility?

The Jordan Standard



- A Man of Good Character
- A Student of Fair Ability
- With Ambitious Purposes
- A Congenial Disposition
- Possessed of Good Morals
- Having a High Sense of Honor
- With A Deep Sense of Personal Responsibility**

V-34

Time	Topic	Instructional Outline	Tools	Inst
	P4B Schedule (Cont.)	<ul style="list-style-type: none"> • Summarize the learning that will occur each week (V-26). Paraphrase: <ul style="list-style-type: none"> ✓ Pre-session consists of online learning in Sigma Chi Online. ✓ Group Session/Experiential Activities consists of time spent together in discussions and in experiential activities which emphasize our weekly lessons. ✓ Post-session consists of time spent applying what you have learned. This includes meeting with your Big Brother, having ConnΣXtions conversations with your chapter brothers, journaling, participating in chapter events, taking an online weekly exam on what you have learned, and reading the assigned chapters in the <i>Norman Shield</i>. • Speak about the time commitment involved for each component. We have been sensitive about the amount of time asked of them in this process because we also want them to focus on academics, participate in chapter activities, and involve themselves in other campus/community initiatives. We want Sigma Chi to be part of their college experience, not their only experience. • Announce a short break and explain that when they return, we will engage in their first experiential activity. 	V	Magister
5-10	Break			
10 min	Introduction to the Jordan Standard	<ul style="list-style-type: none"> • Explain that the <i>Jordan Standard</i> is a document which has great significance for Sigma Chi (V-27). • Provide background on its origins. Explain that it was inspired by a speech written by one of our founders, Founder Isaac M. Jordan, in 1884. The <i>Jordan Standard</i> is widely used today by the Fraternity because it provides every Sigma Chi chapter throughout North America with a list of prerequisites to evaluate potential members before they are invited to pledge. This is important because it is only when an organization of our size maintains the highest quality of members that it can hope to continue into the future. • Read the introductory paragraphs of the <i>Jordan Standard</i> as well as the seven selection criteria. Explain that, as Sigma Chis, these are standards we attempt to live up to every day of our lives. Remind them that these Jordan Standard criteria were the very criteria that the chapter used to select them for this pledge class and is the same criteria used by the Founders in the beginning. • Using V-28-34, explain briefly what each line of the standard means. 	V <i>Norman Shield</i>	M

Let's take a look in the mirror...

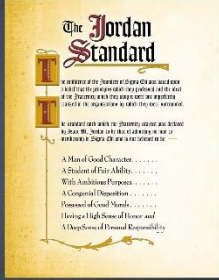
LOOK IN THE MIRROR...

 EXPERIENTIAL EXERCISE
 

V-35

A Look in the Mirror

Stand by *The Jordan Standard* quality that you believe best reflects why you were selected by our chapter.




V-36

Your First Steps in This Journey ...

- 1 Fill out your official Pledge Form at SigmaChi.org. Once completed, you will receive an email with information on Sigma Chi U registration.
- 2 Register for Sigma Chi U.
- 3 Attend the Formal Pledging/Big Brother Ceremony.
- 4 Complete the online activities for Course C during this first week.



V-37



- ✓ Register through the New Member Education System at SigmaChi.org by tomorrow morning.
- ✓ Fill out form.
- ✓ Receive email and follow instructions.

V-38

Complete Course C eLearning



V-39

Formal Pledging/Big Brother Ceremony

- ✓ Please wear a coat and tie.
- ✓ You must complete Course C activities (C1, C2, C3, C4) after the ceremony.
- ✓ Then, before our next Group Session, complete all Course 1 on-line activities and read Chapters 1 and 2 of your Norman Shield which will prepare you for our Group Session.

Date: (announced by Magister)
 Time: (announced by Magister)
 Place: (announced by Magister)

V-40

Questions?



V-41

COMMENCEMENT GROUP SESSION

Welcome & Getting Started




V-42

Time	Topic	Instructional Outline	Tools	Inst
10 min	<i>Take A Look in the Mirror</i> Activity	<ul style="list-style-type: none">Introduce the <i>Take a Look in the Mirror</i> activity (V-35).(V-36) Ask each pledge to stand by one of the seven Jordan Standard criteria posters that best describes what they believe WE, the members, saw in them as a potential member of our organization.Allow each pledge to describe why they are standing at the specific chart they selected. Provide a time limit depending on the size of your pledge class.Next, ask each member to describe the quality that they aspire to further develop during their pledge ship.Explain that, together, we will strive to help each new pledge achieve this growth as a man of character during this pledge period and beyond.	V Jordan Standard Posters	Magister
15 min	Getting Started	<ul style="list-style-type: none">Using V-37, explain that before their pledgeship can officially begin, there are four important first steps in their journey. Review the first steps as outlined. Distribute the Getting Started Handout.Project V-38 showing the pledge form on sigmachi.org and explain the importance of completing this step today, if possible. (If you can have them do it now, that would expedite the process and you will be available to answer their questions.)Explain that once they complete the pledge form, they will be sent an official email welcoming them to Sigma Chi and providing them with instructions about how to officially register for the Preparation for Brotherhood Program on Sigma Chi Online.(V-39) Ask them to complete Sigma Chi Online activities C.1, C.2, C.3 and C.4 (which is compliance training) and read Chapters 1 and 2 in the Norman Shield after the Formal Pinning/Big Brother Ceremony. They MUST agree to comply with all seven policies in C.4 to move forward in pledgeship. Then, before the next Group Session scheduled on _____, remind them that they should have completed the on-line Sigma Chi Online activities 1.1, 1.2, 1.3 which will prepare them for Group Session 1. Group Session 1 will be held on (Date, Time, Place).	V Getting Started HO	Magister
5 min	Formal Pledging/Big Brother Ceremony	<ul style="list-style-type: none">Using V-41, provide the time and place of the Formal Pledging/Big Brother Ceremony. Remind them that this is an official Sigma Chi ceremony and that the suggested dress is coat and tie. Using V-40, assign them to answer the following questions as directed on Page 51 of the Norman Shield:<ul style="list-style-type: none">1. What do you plan to do for the Fraternity?2. What do you expect from the Fraternity?3. Over the next 5 weeks, what do you expect from yourself?		
5 min	Questions	<ul style="list-style-type: none">Ask if there are any questions (V-42).(V-43) Thank them for the decision they have made. Provide final congratulations and express that you look forward to working with them during P4B.	V	Magister

Membership Commitment Statement

In this time before your formal pledging begins, our chapter must ensure that you fully grasp the nature of our values and the deep and binding nature of our commitment to friendship, justice and learning.

Membership in Sigma Chi is a lifelong commitment. You can be expelled for reason; you cannot resign.

The Ritual of the Fraternity is secret, but it has equal force and validity with the Fraternity Constitution, a non-secret document. Although the Ritual is secret, the commitments of the Fraternity to its initiates and of the initiates to Sigma Chi are so deep and binding that Sigma Chi believes that every man proposed for membership should have a real understanding of the nature and scope of these commitments, so that no man shall enter into his lifelong relationship unknowingly or with reservations. To bring about such understanding and acceptance is the purpose of this dialogue on the principles and requirements of Sigma Chi.

The Badge of Sigma Chi reflects the Christian faith of the Founders. The White Cross is the Badge of a college fraternity; not the symbol of a religious order.

If you are to wear the Badge of Sigma Chi, you must be prepared for and welcome the natural assumption of the world at large—that Sigma Chi has spiritual (Christian) foundations. That assumption is and will be valid.

Sigma Chi draws reverently upon Christian ideals. These teachings were implicit in the minds of the men who founded Sigma Chi. Our principles and commitments are set within this framework. Do you find any conflict between your own personal convictions and Sigma Chi which is a lifelong commitment? (Pause)

During your pledgship, you will be asked if you believe in the existence of an ever-living God, the Creator and Preserver of all things. Your answer to this question must be an unqualified “yes.” Later there will be no opportunity for debate or discussion. What will be your answer to this question? (Pause)

During your pledgship, you will also be asked if you belong to any other secret college fraternity of a similar character to Sigma Chi. What will be your answer to this question? (Pause)

During progress toward becoming a Sigma Chi you will be charged to conduct yourself throughout life as a man of honor and a gentleman; a warm, trusted and dependable friend, with deep respect for the needs of your brothers and the interests of all in the preservation of the fraternal bonds and the reputation of the Fraternity; to maintain the secrecy of the Ritual and to obey the laws of the Fraternity and your chapter; to perpetuate the interests of the Fraternity and your brothers in all honorable ways; and to realize a responsibility to not only your own chapter brothers, but to all Sigma Chis. Will you be able to bind yourself to such an obligation? (Pause.)

Thank you. Once everyone has agreed to this, we will begin our first Group Session so go take a seat.



Ceremony: Formal Pledging/Big Brother Ceremony

Purpose:

The Formal Pledging/Big Brother Ceremony is designed to provide a positive start to the pledge experience as well as an opportunity for the pledges to be introduced to their Big Brother.

Duration:

Time is dependent on the size of pledge group.

Chapter Members Involved:

- Recruitment Chairman
- Consul
- Magister
- Big Brothers
- Other Brothers (alumni and undergraduate brothers)
- This is a public ceremony allowing for your chapter to invite parents, Chapter Sweetheart, Greek Advisor, or others.

Materials:

- Compile a listing of the names of all Pledges/Big Brothers.
- Pledge Pins/Pin Board

Dress:

Coat and tie for all attendees

Advance Preparation:

- Arrange for a room/space for the Formal Pledging/Big Brother Ceremony and a waiting area for the pledges.
- Arrange the Pledging Ceremony room/space for ease of presentation.
- Display pledge pins on a pin board.
- Request that members wear coat and tie with their badges displayed.

Detailed Outline

Time	Topic	Instructional Outline	Tools	Inst
3 min	Introduction	<ul style="list-style-type: none"> • Magister will escort the pledges into the prearranged room. • Brothers will circle around the pledges or are in a semi-circle facing the pledges. • Big Brothers will be behind the pledges. 		Magister
Dependent on Number of Pledges	Ceremony	<ul style="list-style-type: none"> • Recruitment Chairman: (Addresses the Consul and assembled brothers) <i>Brothers, it is with great pleasure that I announce the pledging to the Sigma Chi Fraternity of (reads each pledge's name). I present them to you for the ceremony of formal pledging.</i> • Consul: <i>We are about to place upon you the pledge pin of our Fraternity, which is a token of the high esteem in which you are held by the _____ Chapter of Sigma Chi. Our pledge pin is a Norman Shield of blue, bearing a White Sigma Chi Cross, and is a symbol of the pure and lofty ideals which you will find in Sigma Chi.</i> <i>The fundamental purpose of our Fraternity, as expressed by our Founders, is to "form ourselves in an association for the development of the nobler powers of the mind and the finer feelings of the heart, and for the promotion of friendship and congenial feeling." We, as a Fraternity, by our association and our example, are committed to that purpose.</i> <i>Pledging Sigma Chi is a process of inspiration, education and application. Initiation into our Fraternity is dependent upon your willingness to search within yourself for those values which form the basis of our brotherhood, and to adopt and apply them as guiding principles in your life. Ultimately, however, your eligibility for initiation in Sigma Chi will be determined by the strength of your own character and of your commitment to the ideals of our white cross.</i> <i>In wearing this pledge pin, you will be known to all as one of those who Sigma Chi has favored in its selection of men to perpetuate and exemplify our values, which are stated in the pledge oath you are now called upon to take. Raise your right hand and repeat after me:</i> 	Listing of Pledges Pledge Pins/Pin Board Norman Shields	Recruitment Chair Consul

Time	Topic	Instructional Outline	Tools	Inst
	Ceremony (Cont.)	<ul style="list-style-type: none"> • <i>I (each pledge brother repeats his name),</i> <ul style="list-style-type: none"> – <i>Of My Own Free Will and Accord,</i> – <i>Before God and The Members of The Sigma Chi Fraternity Here Assembled,</i> – <i>Hereby Acknowledge Myself as A Pledge of the _____ Chapter of Sigma Chi.</i> – <i>As Such, I Will Wear with Honor</i> – <i>The Pledge Pin Given Me.</i> – <i>I Will Advance the Interests of The Fraternity</i> – <i>And of This Chapter</i> – <i>In Every Honorable Way at All Times.</i> – <i>I Will Endeavor To Uphold Sigma Chi’s Values</i> – <i>And Conduct Myself With:</i> <ul style="list-style-type: none"> – <i>Courage</i> – <i>Wisdom</i> – <i>Integrity</i> – <i>High Ambition</i> – <i>Self-Control</i> – <i>Courtesy</i> – <i>And Fidelity.</i> – <i>I Will Make These Values A Rule and Guide for My Life,</i> – <i>And Assist the Members of The Fraternity to Do the Same.</i> – <i>I Will Do Nothing To Bring Discredit Upon The Fraternity</i> – <i>Whose Badge It Is My Hope To Wear.</i> – <i>These Promises I Make In All Sincerity</i> – <i>And On My Honor As A Man.</i> <p><i>You may lower your hand.</i></p>	Listing of Pledges Pledge Pins/Pin Board Norman Shields	Consul Magister Big Brothers

Time	Topic	Instructional Outline	Tools	Inst
	Ceremony (Cont.)	<ul style="list-style-type: none"> <li data-bbox="527 142 1627 613"> <p>• Consul: <i>You have taken this oath as the first step in becoming a member of the Fraternity. You are the men who will become the future leaders of Sigma Chi, and who will in college and throughout life perpetuate the lofty values we hold dear. Your pledge ship will be your first opportunity to more fully understand our values and ideals. The key to your success can be found in the words of our Founders who encouraged that “only as the ideals for which this badge stands takes possession of your heart and become exemplified in your life will you ever know the deepest meaning of the White Cross of Sigma Chi.”</i></p> <p><i>The chapter has placed its wholehearted confidence in its Magister, Brother _____. He will be your guide and your friend as you learn about the history, traditions and ideals of our Fraternity.</i></p> <li data-bbox="527 657 1627 1198"> <p>• Magister: <i>You are now entering a period we call Preparation for Brotherhood. It is my honor to guide your learning as you enter our Fraternity. During this period, every chapter brother is here to help you but especially your Big Brother. Your Big Brother has been selected to be your mentor, guide, resource, role model and advocate.</i></p> <ul style="list-style-type: none"> <li data-bbox="621 906 1627 971">– <i>He is one who possesses the invaluable gift of inspiration; inspiring you to be the best person you can be.</i> <li data-bbox="621 979 1627 1044">– <i>He is a brother that will model how to live the Sigma Chi values and ideals to which we aspire.</i> <li data-bbox="621 1052 1627 1084">– <i>He will champion your cause.</i> <li data-bbox="621 1092 1627 1157">– <i>He will guide you through these first steps in your Sigma Chi Learning Journey.</i> <li data-bbox="621 1166 1627 1198">– <i>He is committed to making a difference in your life.</i> <p><i>He understands that this responsibility is a privilege because he knows our highest calling is to serve others, particularly his Little Brother.</i></p> 	Pledge Pins Norman Shields	Consul Magister Big Brothers

Time	Topic	Instructional Outline	Tools	Inst
	Ceremony (Cont.)	<ul style="list-style-type: none"> • At this time the Magister states: <i>I call upon the Big Brothers to stand next to their Little Brothers.</i> <i>Big Brothers, with the support of the chapter, I charge you to be accountable for your actions and uphold the ideals and values of this Fraternity.</i> <i>The obligations of being a Big Brother in the _____chapter of Sigma Chi is one that is equally binding as the very oath of brotherhood that binds us together.</i> <i>Big Brothers, stand in front of your Little Brother, raise your right hand and repeat after me.</i> <ul style="list-style-type: none"> - <i>I, (state your name), have agreed to be a Big Brother for, (state Little Brother name), knowing that this relationship will not end upon his initiation.</i> - <i>I understand and accept the responsibility of mentoring him as a future brother in our chapter. I will give him the benefit of my experience, my wisdom, and my love for Sigma Chi. And, in return, I ask for his trust, and effort. I say these words upon my honor as a loyal Sigma Chi.</i> <i>You may lower your hands and stand behind your Little Brother.</i> <i>I will now ask Your Big Brother to assist me in placing the pledge pin of Sigma Chi upon you.</i> <i>Each of you received a copy of <u>The Norman Shield</u>. The <u>Norman Shield</u> has been the primary source of reference for our new members. It contains information about our history, traditions and lofty ideals. Bring this copy with you to all Group Sessions.</i> • The Magister and Big Brother place a pledge pin from a pin board on each of the pledges and then extend to each a <i>regular</i> handshake and a brief word of congratulations. • Consul: <i>May I be the first to welcome this pledge class to the _____ chapter of Sigma Chi. You have the support of your Magister, your Big Brother, and every brother in this chapter. We all look forward to helping you through your Preparation for Brotherhood. My Brothers, please welcome our new pledge class.</i> • Led by the Consul, the entire chapter should form a reception line and shake the hand of each new pledge brother using a regular handshake. 	Pledge Pins <i>Norman Shields</i>	Consul Magister Big Brothers



Group Session: 1

Topics:

**The Founding of Sigma Chi
Friendship, Justice & Learning**

The Seven Values

Constantine

Benjamin Piatt Runkle/Courage

Purpose:

This session is designed to:

- Discuss the founding of Sigma Chi and our seven Founders,
- Review our Fundamental Purpose: Friendship, Justice, and Learning,
- Review Constantine's influence on the Fraternity,
- Describe the linkages between our values and the Fundamental Purpose,
- Discuss the value of Courage and how it applies to the life of Runkle,
- Engage in an Experiential Activity, Literary Exercise and Candle Pass.

Materials:

- Computer
- External Speakers
- Remote Mouse
- LCD Projector
- Screen
- PowerPoint Presentation: Group Session 1 (Available for download from the Magister Workspace)
- Our Historical Beginnings Outline (Available from the Magister Workspace)
- A single candle of any size or a LED or flameless candle
- A copy of *The Norman Shield*

(Cont.)

For the Experiential Activity (Man in the Glass)

- Table
- Tablecloth
- Tea Candles (flameless)
- A Mirror, or several mirrors equal to the number of pledges you have in the room

Advance Preparation:

1. Thoroughly review the instructional outline that follows, and all other instructional materials used in this Group Session/Experiential Activity
2. Download any resources needed for the session. See the listing above. These files can be downloaded from the Magister Workspace.
3. Schedule a Group Session room (if necessary) that will allow for projection of the PowerPoint presentation and comfortable group discussion. (Remember that the PowerPoints provided in your Magister Workspace should be used to conduct the Group Session.)
4. Schedule a room or rooms to conduct the Experiential Activity.
 - a. Have all the necessary materials available and ready.
 - b. Assign roles to the chapter members.
5. Arrange for the necessary audio-visual equipment including an LCD projector, screen, external speakers and a remote mouse.
6. Invite an Alumnus, if possible, to present the segment about the Historical Beginnings of Sigma Chi. Provide them with the suggested outline.
7. Invite Big Brothers to assist in the Experiential Activity, to stay for the Candle Pass, and for a follow-up conversation with their Little Brother.

The Day of the Session ...

1. Make sure the Group Session room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants, as well as chairs for guests.
2. Make sure the Group Session 1 PowerPoint visuals are loaded on your laptop computer and that the LCD projector is focused and functioning properly.
3. Attach the Remote Mouse to your computer and test functionality. Test the sound levels on your speakers.
4. Make sure the room you are using for the Experiential Activity is set up and that the chapter members know their roles. Note: For large pledge classes, two or more activity rooms could be set up to run simultaneously to save time.
5. The room(s) where the Experiential Activity will be conducted should be prepared with a table covered with a tablecloth. Several tea candles or LED candles should be illuminated. On the table, should also be a mirror that can either lay flat or stand upright. One chair should be placed in front of the table.

Note: See **Optimal Approach** below to reduce the amount of time to conduct the activity. Make sure you have enough mirrors. You can use mirror tiles that can be purchased at a hardware store. They are about 1 ft x 1 ft.
6. Magister(s) should be dressed in formal attire.
7. The pledges should be seated as a group outside of the experiential activity room.

Optimal Approach - Pledges as a Group:

In order to save time, you may wish to conduct this activity as a group. Select a big enough room in the chapter house or on campus. Have the lights turned off with several flameless tea candles lit in the center of the room. Make sure there is enough light so that each pledge will be able to see himself in a mirror. Bring in the pledges with their eyes closed. Arrange as many of the pledges around the perimeter of the room in a circle facing the wall with their backs to the center of the room with enough space between them so that they do not know there are others in the room. Have Big Brothers or designated brothers in front of each pledge. Ask them to hold a mirror no further than 12 inches from the face of the pledge so all the pledge can see his reflection.

Before the reading, have the Magister or designated brother ask the pledges to open their eyes. Allow 10 seconds for the pledge to adjust having a mirror in front of him.

Have the Magister or designated brother read “The Man in the Glass” poem slowly for impact and so that the pledges can absorb what they are hearing while looking at their reflection.

After the reading, ask the pledges to close their eyes and ask their Big Brothers to escort them out of the room. They can open their eyes once outside the room and return to their Group Session room for a discussion.

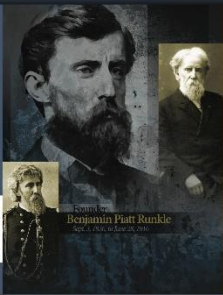
Summary Outline for Group Session 1

Time	Topic	C	V	HO	Other	Inst
5 min	Welcome		V			Magister
3 min	Group Session 1 Concepts		V			Magister
45 min	Our Historical Beginnings Intro to Our Historical Timeline The Fundamental Purpose – Friendship, Justice, and Learning Constantine and our Motto The Seven Values Founder: Benjamin Piatt Runkle and Courage		V		<i>The Norman Shield</i>	Magister or Alumnus
5 min	Experiential Activity Introduction		V			Magister
10 min	Break		V			Magister
45 min	Experiential Activity – Man in the Glass				Table Cloth, Mirror, Flameless Candles, Man in the Glass Reading	Magister
30 min	AAR – What, So What, Now What		V			Magister
10	Break		V			
5 min	Next Steps		V			Magister
5 min	Literary Piece: Daring Greatly (pg. 48 of the Norman Shield)		V		<i>The Norman Shield</i>	Magister
60 min Depends on Size of Group	Candle Pass with Big Brothers		V		Flameless or LED Candle	Magister
3 min	Questions/Announcements/Next Group Session		V			Magister

COURSE 1
GROUP
SESSION

Founder Runkle & Courage

PREPARATION FOR
BROTHERHOOD



Founder
Benjamin Platt Runkle
1807-1870

V-1

Concepts for For This Session . . .

COURSE 1
GROUP
SESSION

- Overview of our Seven Founders and our Founding.
- Understanding of our Fundamental Purpose of Friendship, Justice and Learning.
- How Constantine and his vision plays a part of our heritage.
- Understanding how our Seven Values are connected to your Seven Founders and our Fundamental Purpose.
- Review of Founder Benjamin Platt Runkle and the value of Courage.



PREPARATION FOR
BROTHERHOOD

V-2


More than 160 years ago . . .



1855

V-3


"Study the past if you would define the future."



Confucius

V-4

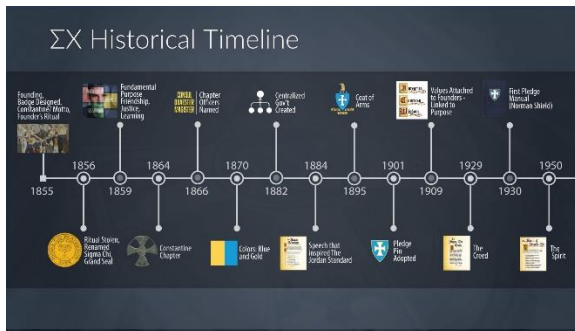
REAR VIEW NEAR VIEW FAR VIEW



V-5

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5 min	Welcome	<ul style="list-style-type: none"> Using V-1, welcome pledges to Group Session 1. Ask them about their progress with Post-Session C, Pre-Session 1 Assignments and if there were any issues/questions. 	V	Magister
3 min	Group Session 1 Concepts	<ul style="list-style-type: none"> Using V-2, review the content of Group Session 1. 	V <i>Norman Shield</i>	Magister
45 min	Our Historical Beginnings, <ul style="list-style-type: none"> - Founding, - Fundamental Purpose, - Constantine, - Seven Values - Runkle 	<ul style="list-style-type: none"> If possible, invite and Alumnus to present this segment. Using V-3 -14 and the sample outline entitled <i>Our Historical Beginnings</i> found below, discuss the historical beginnings of Sigma Chi. Ask the class to talk about the history and how the Fraternity was formed. Use the following as your guide to lead the discussion so each point is covered. <p>Our Historical Beginnings</p> <p><i>(V-3) More than 160 years ago, in a small college town in rural Ohio, six men held to their beliefs, stayed true to their convictions and uprooted the status quo of giving favoritism to someone they felt less qualified just because he was a member. These young men were bold and intentional in their decision-making, not knowing how the impact of standing true to principle would ultimately change the course of their life and those who followed.</i></p> <p><i>When six of Sigma Chi's Seven Founders left the Delta Kappa Epsilon Fraternity to create their own organization, then known as Sigma Phi, they did so believe that merit superseded loyalty, and that from the very beginning, they would begin a new brotherhood that valued integrity, fidelity and justice as the cornerstones to building true relationships.</i></p> <p><i>(V-4) Confucius once advised to "Study the past if you would define the future." For this reason, today we will briefly look at the foundation built by seven men in Oxford, Ohio, and discuss why it still impacts us today, and more importantly, how it could shape your future and the future of this chapter.</i></p> <p><i>(V-5) This is what great leadership entails. Studying the past (the rear view) to make sense of the present (the near view) so that one can plan for the future (the far view).</i></p>	V <i>Norman Shield</i>	Magister Or Alumnus



V-6



V-7



V-8

Time	Topic	Instructional Outline	Tools	Inst
45 min	Our Historical Beginnings, - Founding, - Fundamental Purpose, - Constantine, - Seven Values - Runkle	<p><i>(V-6) Over the course of P4B and into the next year, we will study our history (the rear view). At the end of this journey, you will have developed a deeper understanding of the principles and values upon which Sigma Chi was built. After your Initiation, you will have gained an even clearer picture of how all the pieces come together. The resulting picture will serve to guide you through your college years as well as throughout life.</i></p> <p><i>Today, we will focus on our past (the rear view). Later in P4B, we will turn our attention to the present (near view) as we prepare you for the Ceremonies of Initiation. After Initiation, will look to the future (the far view), to help you plan your undergraduate experience, your career, your life as a Ritual-guided member of Sigma Chi.</i></p> <p><i>Today, we look to those who came before us.</i></p> <p><i>(V-7) When Benjamin Piatt Runkle threw his Deke badge on to the table and exclaimed, “I did not join this Fraternity to be any man’s tool!” – he felt that justice was being violated and justice, thus, became one of the key principles of Sigma Chi.</i></p> <p><i>He, along with the five others who backed him that day, exclaimed to Minor Millikin and Whitelaw Reid that true friendship is rooted in integrity and the spirit of individuality. If Deke could mandate the actions, beliefs and words of their members, where would it end? Why was that acceptable?</i></p> <p><i>When Runkle’s badge landed on the table, it seemed predetermined that this little group of six would become a brotherhood where justice for all would be paramount. With the addition of William Lewis Lockwood to the group, the now, seven members, began shaping a new Fraternity – Sigma Phi, later becoming Sigma Chi based on their experience in DKE.</i></p> <p><i>On June 28, 1855, these seven men announced to the world by wearing their newly designed badge that Sigma Phi, later Sigma Chi, was a different kind of fraternity based on the principles of Friendship, Justice, and Learning.</i></p> <p><i>(V-8) Since the beginning of fraternities, organizations sought to find a historic symbol rooted in the core values that exemplified their cause and their mission. For Founder Runkle, that person was Constantine the Great.</i></p> <p><i>As you have already learned, more than 1,600 years ago it was Constantine’s vision of The White Cross and its message “In Hoc Signo Vinces” – that motivated Runkle to take this sign and go conquer. Let’s see WHY this message was so important to Runkle and WHY he convinced the six others to select Constantine as our organization’s ancient patron.</i></p> <p style="text-align: right;"><i>(Cont.)</i></p>	V Norman Shield	Magister Or Alumnus

Our Fundamental Purpose



FRIENDSHIP
JUSTICE
LEARNING

1859

V-9

"Believing that many advantages are to be derived from a secret literary society;

Appreciating that closer communication of kindred hearts which adds so many incentives to virtuous exertion;

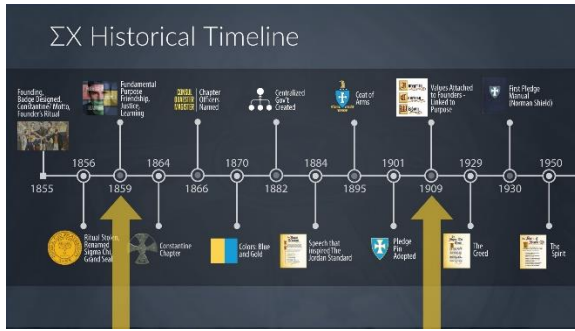
And feeling that in union there is strength;

We do hereby form ourselves into an association for the development of the nobler powers of the mind, the finer feelings of the heart, and for the promotion of friendship and congeniality of feeling."

Preamble to the Sigma Chi Constitution

V-10

Time	Topic	Instructional Outline	Tools	Inst
45 min	Our Historical Beginnings, - Founding, - Fundamental Purpose, - Constantine, - Seven Values - Runkle	<p><i>As you have read, shortly past midnight on the eve of battle, Constantine fell asleep only to awaken in the blackest hour of the morning just before dawn. He left his tent and walked about the camp. Eventually, he found himself on a hill far from camp and its grim reminders of war. He was completely alone. When he looked into the heavens and saw the great black clouds boiling overhead, he saw the lightning flash in the sky and heard a loud crack of thunder in the distance. He knew he was not alone; that there was a power at work in the universe greater than man. He felt that power was with him on that hilltop.</i></p> <p><i>He lifted his eyes heavenward and said, "I cannot see you, yet I feel your presence. If you be God, send me a sign that I might know you." And there did appear, a Cross, shining in the heavens with its rays streaming earthward and bathing him in their light. Written beneath it – spelled out in letters of fire – were the words, "In Hoc Signo Vinces" – interpreted as a command take this sign and go out and conquer.</i></p> <p><i>When the storm passed, he watched the dawn of a new day, one in which he saw his soldiers outnumbered, but in using the inspiration of the ideals of the White Cross, he decisively defeated enemy forces.</i></p> <p><i>(V-9) Courage was important in this historical tale. I am sure that appealed to Runkle. However, it was likely Constantine's belief in an ideal that resonated stronger. Just as Constantine believed in striving toward a higher power to lead his army to victory, Sigma Chi, too believes striving toward the ideal of the White Cross, and the principles and values that it represents has the potential to change the world.</i></p> <p><i>The worth of our White Cross lies in its composition – of three guiding principles supported by seven core values.</i></p> <p><i>Since an act of injustice caused the formation of Sigma Chi, it was only natural that Sigma Chi's Founder's Ritual focused on what we now know as the Fundamental Purpose of the Sigma Chi Fraternity – Friendship, Justice and Learning.</i></p> <p><i>(V-10) In their 1856 Preamble to the Constitution, they penned:</i> <i>"Believing that many advantages are to be derived from a secret literary society; Appreciating that closer communication of kindred hearts which adds so many incentives to virtuous exertion; And feeling that in union there is strength;</i> <i>We do hereby form ourselves into an association for the development of the nobler powers of the mind, the finer feelings of the heart, and for the promotion of friendship and congeniality of feeling."</i></p> <p style="text-align: right;"><i>(Cont.)</i></p>	V Norman Shield	Magister Or Alumnus



V-11



V-12



V-13

Being willing to stand up in the face of difficult choices and decisions.

Courage

R. P. Runkle

How do you define Courage?

Why was Founder Runkle selected as the Founder who reminds us of Courage?

Why is Courage important/relevant today?

V-14

Time	Topic	Instructional Outline	Tools	Inst
45 min	Our Historical Beginnings, - Founding, - Fundamental Purpose, - Constantine, - Seven Values - Runkle	<p><i>The Founding and our Founders' separation from Deke was built on Justice. In addition, the values of Learning and Friendship were also clearly rooted in their experience as Dekes. This was exemplified in the Founder's Ritual's preamble which focused on learning – the Nobler Powers of the Mind – and above all Friendship – the finer feelings of the heart.</i></p> <p><i>(V-11) These three principles – Friendship, Justice and Learning – were established as the Fraternity's Fundamental Purpose in 1859. It was a long 50 years later, in 1909, that each Founder was honored by attaching them to a value based on their writings.</i></p> <p><i>(V-12) As a result, we celebrate our Seven Founders not only through their guiding principles but also by the values that we aspire to practice in our daily lives.”</i> <i>Runkle for Courage; Bell for Wisdom; Lockwood for Integrity; Jordan for High Ambition; Cooper for Self-Control; Scobey for Courtesy and Caldwell for Fidelity.</i></p> <p><i>(V-13) For example, let's review our definition of courage and discuss why Runkle was selected to represent this value.</i></p> <p>Using V-13, discuss the definition of courage and review why Runkle was selected to represent this value. In addition, ask some of the following questions.</p> <ul style="list-style-type: none"> - How is our definition of Courage different than some you have seen? - Did it take Courage for you to join Sigma Chi? - Why is courage important/relevant for men today? <p>Explain that each of our Group Sessions will bring them to a clearer understanding of the Founders and the values they/we represent.</p> <p><i>(V-14) So, knowing all this, WHY was Sigma Chi founded?</i> The answer: Because of a belief in a common ideal, modeled after our ancient patron, Constantine, the world expects more of us because of the White Cross of Sigma Chi which we wear. As members, we are always striving to be worthy of wearing such a symbol. Advance the slide and ask: <i>And HOW is this done? Through living the Fundamental Purpose and the seven values in our daily lives, just as the Founders did.</i></p> <p style="text-align: right;">(Cont.)</p>	V Norman Shield	Magister Or Alumnus



V-15



V-16

Time	Topic	Instructional Outline	Tools	Inst
45 min	Our Historical Beginnings, - Founding, - Fundamental Purpose, - Constantine, - Seven Values - Runkle	<i>This is the expectation and obligation each of you has taken in becoming future Sigma Chis. Our honor is in your keeping as we help you understand the historical events that have brought us to this day and prepare you for your Initiation into our brotherhood.</i>	V Norman Shield	Magister Or Alumnus
3 min	Introduction of the Experiential Activity/ Man in the Glass	<ul style="list-style-type: none"> • Introduce the Experiential Activity - Man in the Glass (V-15). Explain the logistical details (e.g., location, time activity will begin). • Call for a break. 	V	Magister
10 min	Break	<ul style="list-style-type: none"> • (V-16) contains timer and music. 	V	Magister
30 min	Experiential Activity (Man in the Glass)	<ul style="list-style-type: none"> • Active Brother reads: The Man in the Glass by Peter Dale Wimbrow Sr. (1895-1954) When you get what you want in your struggle for self And the world makes you king for a day Just go to the mirror and look at yourself And see what that man has to say. For it isn't your father, or mother, or wife Whose judgment upon you must pass The fellow whose verdict counts most in your life Is the one staring back from the glass. He's the fellow to please – never mind all the rest For he's with you, clear to the end And you've passed your most difficult, dangerous test If the <i>man in the glass</i> is your friend. You may fool the whole world down the pathway of years And get pats on the back as you pass. But your final reward will be heartache and tears If you've cheated the <i>man in the glass</i>. 	Clothed Table Mirror Man in the Glass Poem	Magister Big Brothers

AAR (After Action Review)...

WHAT...	SO WHAT...	NOW WHAT...
was your reaction to this activity? What was its purpose?	How does this apply to our Founding/our values?	do you plan to do as you work to develop your potential as a Student/as a son/ as a Sigma Chi?

PREPARATION FOR BROTHERHOOD

V-17


What's Next for Course 2...

- Have a discussion with Your Big Brother.
- Have ConnEXtion Conversations with 3-5 brothers.
- Spend time applying what you have learned and journaling in your Norman Shield.
- Complete all pre-session work for Course 2 before we meet again.

PREPARATION FOR BROTHERHOOD

V-18

Application Suggestions



- To encourage you to grow each day. (It is not until we apply what we have learned that learning truly occurs.)
- Use the journal space to record your thoughts/experiences during your pledge period.

Your Norman Shield is yours alone. No one will/or should ask you to look at your entries.

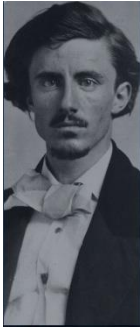
V-19



09 59

V-20

Time	Topic	Instructional Outline	Tools	Inst
30 min	Experiential Activity (Man in the Glass) (Cont.)	<ul style="list-style-type: none"> Additional dialogue is not necessary for this activity. The brother only needs to recite the reading. The activity is not meant to degrade the pledge in any way or inspire negative emotion. It is meant to be an inspirational activity in which a pledge reflects on the decisions he has made in his life thus far to assess whether they are values-based decisions. 		Magister
30 min	AAR	<ul style="list-style-type: none"> Direct the pledges to return to the Group Session Room. Using V-17, ask the AAR questions listed on the visual. On page 51 of your Norman Shield, make any changes to your answers on page 51 as a result of the Man in the Glass activity. 	V	Magister
5 min	Next Steps	<ul style="list-style-type: none"> Describe the next steps required to complete Course 1 (V-18). <ul style="list-style-type: none"> Meet with and have a discussion with your Big Brother. Arrange for ConnΣXtions conversations with chapter members which is the key to brotherhood. Spend time reflecting upon/applying what you have learned. Begin Course 2 Pre-Session on Sigma Chi Online. And read Chapters 3 and 4 in your Norman Shield 	V	Magister
5 min	Application Suggestions-Journaling	<ul style="list-style-type: none"> Using V-19, ask participants to open their <i>Norman Shield</i> to the Application Suggestions on page 14 and 15 and review the process of journaling. Then, ask them to turn to pages 46 through 51 of Chapter 2 to review the content. Remind them of the purpose/importance of the Application process. Paraphrase: <i>To encourage you to grow each day, the Preparation for Brotherhood program provides Application Suggestions related to each of the Sigma Chi values you will be learning. It is not until we apply what we have learned that learning truly occurs. These Application Suggestions can be found at the end of every chapter of your Norman Shield and on Sigma Chi Online. Application suggestions includes such things as Group Session assignments, literary selections with thought questions, and space for journaling. We encourage you to use this journal space to record your thoughts/experiences during your pledge period.</i> <p><i>Stress:</i> <i>Your Norman Shield is yours alone. No one will/or should ask you to look at your entries.</i></p>	V Norman Shield	Magister
10	Break	<ul style="list-style-type: none"> (V-20) Announce a break. This visual contains an automatic 10-minute timer. 	V	Magister



The Tradition of Literary Exercises in Sigma Chi

"This carries me back to the olden and perhaps primitive times when we had an essay and a supposed poem at every session of the chapter, and prepared our brothers for the literary society work and the college debates - when the question asked about a prospective brother was: 'How does he stand in classes, and can he write and debate?'"

This is where Jordan was made an orator, Cooper a preacher, Bell a college president and Caldwell and Scobey were trained as writers."

- Founder Benjamin Platt Runkle

V-21



The Tradition of the Candle Pass

EXPRESS

anything on your heart that you feel is for the good of Sigma Chi.

PREPARATION FOR BROTHERHOOD

V-22


Time	Topic	Instructional Outline	Tools	Inst
5 min	Explanation of the Literary Exercise/ Candle Pass	<ul style="list-style-type: none"> • Using V-21, explain the historical significance of Literary Exercises in Sigma Chi. They will read about it in Chapter 2 of the <i>Norman Shield</i> but briefly discuss the Erodelphian Society and the importance literary readings had to our Founders. Describe how it was a large part of the Founders’ college experience and it played a big part in forming Sigma Chi. During the time of the Founders, much emphasis was placed on the literary exercises during chapter meetings. Original orations, essays, recitations, poems were regularly required, and were made the subject of frank criticism by fellow members. • Explain the Candle Pass tradition (V-22). Paraphrase: <i>A candle pass is a time for you to let the rest of the group know your thoughts. It is a safe place where what is said will not leave the room. It is a process or a chance for us to open up to each other and to get to know each other in a deeper level. This is the key to brotherhood.</i> • Describe the process used for the Sigma Chi Candle Pass. For example: <i>We are seated in a circle. The lights are out, and a candle is lit.</i> Ask, “<i>What is the significance of a lit candle (e.g., light, spiritual, ritual)?</i>” “<i>Where else do you see candles (e.g., church, solemn events, celebrations, reflection)?</i>” <i>The candle can be set in the center of the room or the candle can be passed around clockwise to each person speaking beginning with the person to the left of the Magister.</i> <i>I may suggest a theme for the Candle Pass, as well as, provide time limits for your comments.</i> <i>You can say what is in your heart or on our mind so long as it is for the good of the group.</i> • Explain that during each candle pass, different groups will be joining them. <ul style="list-style-type: none"> – In this first session, the Big Brothers are present (optional). (They will share lessons about being a mentor.) – The second group session will be with the chapter’s Executive Officers (optional). (They will share lessons about values-based leadership.) – The third group session will be the senior class of the chapter (optional). (They will share thoughts about leaving a legacy.) – The final candle pass will be with just the pledges and the Magister. (It will be a time to reflect on how they have grown as men of character. 	Flame- less LED Candle V	Magister Big Brothers

(Cont.)

"It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better.

The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming;

but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while **daring greatly**, so that his place shall never be with those cold and timid souls who neither know victory nor defeat."



Theodore Roosevelt

V-23

During the Candle Pass

PLEDGES

How was courage reflected in your decision to join Sigma Chi -are you one who has dared greatly?

BIG BROTHERS

Describe the courage it takes to be a Big Brother - to help a brother develop to his full potential as a Sigma Chi.

V-24

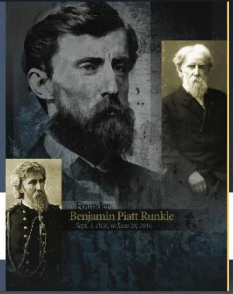
Questions?




V-25

COURSE 1
GROUP
SESSION

Founder Runkle & Courage



Benjamin Platt Runkle
1818 - 1892



V-26

Time	Topic	Instructional Outline	Tools	Inst
60 min	Candle Pass with Big Brothers	<ul style="list-style-type: none"> • Determine/announce the seating arrangement. For example: <ul style="list-style-type: none"> - Have your Assistant Magisters speak first, then the Big Brothers, then the pledges and the Magister speaks last, or - Have your Assistant Magisters speak first, then the pledges, then the Big Brothers, and the Magister speaks last. • Turn off the lights, turn on an LED candle. • Using V-23 project tonight's literary piece and ask someone to read it aloud. • Project V-24 and explain the focus of tonight's Candle Pass. (Keep the slide up during the Candle Pass so the conversations stay focused) <p>For the pledges:</p> <ul style="list-style-type: none"> • How is courage reflected in your decision to join Sigma Chi – are you one who has dared greatly? <p>For Big Brothers (optional):</p> <ul style="list-style-type: none"> • Describe the courage it takes to be a Big Brother – to help a Brother develop to his full potential as a Sigma Chi. <ul style="list-style-type: none"> • Dependent on the number of people present, suggest a time limitation for pledge/member comments. 	Flameless or LED Candle	Magister Big Brothers
3 min	Questions/Announcements	<ul style="list-style-type: none"> • Answer any final questions or provide any final announcements. Remind them of the date/time of the next Group Session. (V-25-26) 	V	Magister



Group Session: 2 Topics: Thomas Cowan Bell & William Lewis Lockwood

Wisdom & Integrity

Sigma Chi Insignia

Purpose, Mission & Vision

Organizational Structure

Sigma Chi Creed

Chapter Officers, Chapter History

Purpose:

This session is designed to:

- Review the values of Wisdom and Integrity,
- Review the lives of Founders: Thomas Cowan Bell and William Lewis Lockwood,
- Discuss the Sigma Chi Insignia,
- Review the Purpose, Mission & Vision of the Fraternity,
- Review the Fraternity's Organizational Structure,
- Discuss the Sigma Chi Creed,
- Introduce the Chapter Officers,
- Review the local history of the chapter.

Materials:

- PowerPoint Presentation: Group Session 2 (Available for downloading from your Magister Workspace.)
- Computer
- External Speakers
- Remote Mouse
- LCD Projector
- Screen
- Overview of your Chapter History Handout (if available)
- Flameless or LED Candle

Advance Preparation for Group Session:

1. Thoroughly review the instructional outline that follows, and all other instructional materials used in this Group Session.

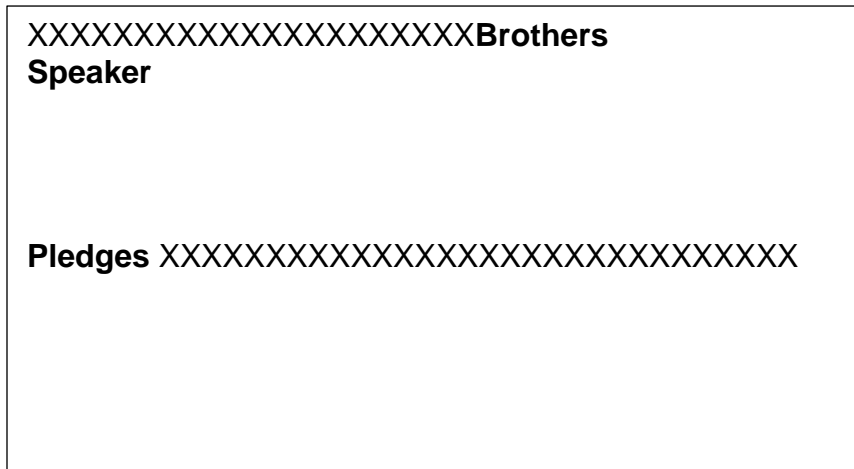
2. Download Group Session 2 PowerPoint from the Magister Workspace.
3. Schedule a room large enough to comfortably seat all pledges and guests. Determine the room size that will be required for the experiential activity.
4. Arrange for other audio-visual equipment (LCD projector, external speakers, remote mouse).
5. Invite Chapter Officers to come to the meeting to provide a brief personal welcome, describe their duties, and attend the Candle Pass. Give a time limit of two minutes for each.
6. Ask your Consul/Pro Consul to briefly speak about the purpose/process of the chapter meetings and the Executive Committee Meetings. Give a time limit of two minutes for each.
7. Ask your Chapter Advisor, Grand Praetor to attend this pledge meeting to introduce themselves if possible.
8. Prepare slides with specific information appropriate to your Chapter/Province (e.g., name of your Grand Praetor, the names of other chapters in your Province, name of Chapter Advisor(s), Alumni Chapters in Your Province, House Corp, Grand Trustees from your Province)
9. Procure a copy of the local chapter history (if available). Make copies.
10. Make a list of accomplishments, committees, activities, offices, awards the chapter members are involved with for the Experiential Activity.

Advance Preparation for Experiential Activity:

1. You will need to arrange for a room large enough to accommodate at least 30 to 40 people. Depending on the size of the pledge class, this event can be conducted for all pledges at once. For larger pledge classes, the event can be conducted for multiple groups.
2. The Consul or Magister should serve as the speaker for this event.
3. Select at least 16 brothers who will participate in the activity. Invite brothers that have a wide variety of accomplishments such as:
 - an officer of the chapter,
 - received awards for participation such as “brother of the year,”
 - leader or member of an organization(s) on campus and/or community,
 - chair of a committee of the chapter,
 - IFC involvement,
 - Student government involvement,
 - Scholarship recipient (full ride scholarship, Foundation award, etc.),
 - Dean’s list recipient,
 - Eagle scout,
 - Athlete, collegiate, club, or intramural,
 - A brother that works or has a job,
 - A brother that has 100 percent-chapter meeting attendance,
 - or any other area for which that brother is known.
4. Ask selected brothers to provide the Magister or Consul with a brief profile. The profile should include:
 - a. Full Name
 - b. Their Hometown
 - c. Campus Involvement

- d. Offices held in Sigma Chi
 - e. Other Achievements
5. Provide each active brother with one flameless long-stick taper candle.
 6. The recommended layout is included below.

Layout



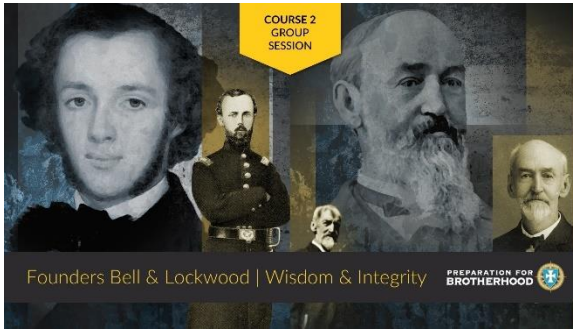
The Day of the Session ...

7. Make sure the Group Session room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants, as well as chairs for guests.
8. Make sure the Group Session 2 PowerPoint visuals are loaded on your laptop computer and that the LCD projector is focused and functioning properly. Attach the Remote Mouse to your computer and test functionality. Test the sound levels of your speakers.
9. Make sure the room you are using for the Experiential Activity is set up and the chapter members know their roles.

Summary Outline for Group Session 2

Time	Topic	V	HO	Other	Inst
10 min	Welcome/Introduction of Officers and Alumni	V			Magister
3 min	Group Session Content	V			Magister
10 min	Review of Founders: Thomas Cowan Bell & William Lewis Lockwood, Wisdom & Integrity	V			Magister
5 min	Review of Sigma Chi Insignia	V			Magister
5 min	Review of the Coat of Arms	V			Magister
5 min	Review of the Sigma Chi Creed	V			Magister
5 min	Review of the Purpose, Mission & Vision of Sigma Chi	V			Magister
10 min	Break				
5 min	Review of International Fraternity Organizational Structure	V			Magister
3 min	Review of Province Structure including the role of the Grand Praetor and Grand Trustee	V			Magister
3 min	Role of the Chapter Advisor, House Corporation (if applicable), and Alumni Involvement	V			Magister
10 min	Review of Chapter Meetings/Exec. Meetings and the Chapter Officers	V			Consul/ Pro Consul
5 min	Elections and Appointment of officers	V			Consul/ Pro Consul
5 min	Our Chapter History	V	Chapter History		Consul/ Pro Consul
10 min	Break				
35 min	Experiential Activity-Illumination	V			Magister
10 min	Conclusion/AAR	V			Magister
5 min	Next Steps	V			Magister

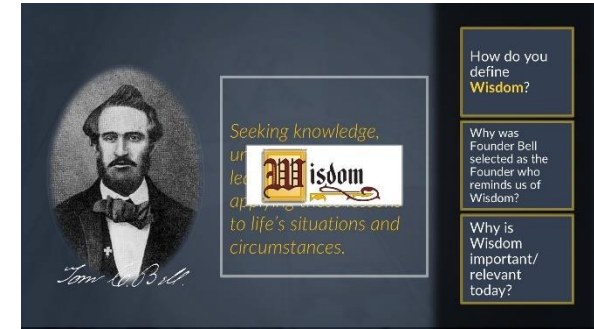
5 min	Literary Piece - “How to Tell a Winner from a Loser”	V		LED Candle	Magister
60 min	Candle Pass – Executive Officers will be attending	V		LED Candle	Magister
5 min	Questions/Final Announcements/Next Group Session	V			Magister



V-1



V-2



V-3



V-4

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
10 min	Welcome/ Introductions	<ul style="list-style-type: none"> • Project V-1 and welcome pledges and any visitors to the session. This could be your Grand Praetor, Grand Trustee, Chapter Advisor, House Corp. President, Alumni Chapter President, as well as, Chapter Executive Committee. 	V	Magister
3 min	Group Session Content	<ul style="list-style-type: none"> • Review the content of this group session (V-2): <ul style="list-style-type: none"> - Review the lives of Thomas Cowan Bell and William Lewis Lockwood, - Review the values of Wisdom and Integrity, - Review the insignia of Sigma Chi, - Review and interpret the Sigma Chi Creed, - Review the Purpose, Mission, and Vision of Sigma Chi, - Review the organizational structure of the Fraternity, the Province, and the Chapter including the officers and their duties, - Provide a brief history of the chapter. 	V	Magister
10 min	Founders – Thomas Cowan Bell & William Lewis Lockwood Values–Wisdom and Integrity	<ul style="list-style-type: none"> • (V-3) Review the value of Wisdom and the life of Thomas Cowan Bell using the following questions. <ul style="list-style-type: none"> - Why do you think Bell joined at a much older age? - How do you think that affected the rest of the chapter? - Why is wisdom attributed to Bell? - Who in your life do you believe is wise? Why? - How do you obtain wisdom? What prevents you from obtaining it? • Using V-4, review the value of Integrity and the life of William Lewis Lockwood using the following questions. <ul style="list-style-type: none"> - What do you think attracted Lockwood to join our Fraternity? - By naming his son in honor of one of the founders, what do you conclude about their friendship? - Why is integrity attributed to Lockwood? - How does one live a life of integrity? Is there a relationship to Man in the Glass? - Is there someone you can think of that exemplifies the value of integrity? 	V	Magister

Sigma Chi Insignia & Nomenclature

Sigma Chi
Sigma Chi
Sigma Chi
Sigma Chi

International Fraternity
The General Fraternity
The Fraternity

V-5

ΣΧ Historical Timeline

1855: Founding, Sigma Chi established, Constitution adopted, Founding of Sigma Chi

1859: Fundamental Principles, Purpose, Motto, and Name

1864: Chapter (Sigma Chi) Named

1866: Constitution Adopted

1870: Coat of Arms

1882: Subjects Attached to Fraternity Limited to Purpose

1884: First Pledge (Kewanee Sigma Chi)

1895: Search that began the modern Sigma Chi

1901: Pledge Plan Adopted

1909: The Creed

1929: The Oath

1930: The Staff

1950: The Staff

V-6

What is a Coat of Arms?

A distinctive shield representing the beliefs of a person, family, corporation, or country.

PREPARATION FOR BROTHERHOOD

V-7

The Sigma Chi Coat of Arms

IN REGIUM
SIGMA CHI
SIGMA CHI

PREPARATION FOR BROTHERHOOD

V-8

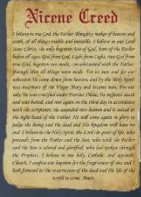
Time	Topic	Instructional Outline	Tools	Inst
5 min	Sigma Chi Insignia	<ul style="list-style-type: none"> • Using V-5, discuss the Sigma Chi Badge. <ul style="list-style-type: none"> - What inspired the symbol of the White Cross? - What does Cooper warn us about our badge as the symbol of a cross? • Discuss the Seal (V-5). <ul style="list-style-type: none"> - Used on all official documents of The Fraternity. • Discuss the symbolism of the Pledge Pin. (V-5) <ul style="list-style-type: none"> - Why is there a separate pin for pledges? - What do you think the white cross represents? (Answer: white is purity and the cross represents our ideals and values.) - What does the blue color mean? (Answer: truth or integrity. Practice our values surrounded with integrity.) - Why is it a shield? (Answer: The shield is used for protection, not for the owner, but for the person next to him. So we, your brothers, will protect you as pledges to make sure your P4B education is conducted with integrity, with pure motives, and reflects our ideals and values. This is our pledge to you.) <p>Note: Also see the opening of the Magister Guide, pg. 1, 4th paragraph.</p> • Discuss the Color, Flower, and Nomenclature (V-5). <ul style="list-style-type: none"> - Blue and old gold - white rose • Using V-6 demonstrate where all of these items fall on the historical timeline. 	V	Magister
5 min	Coat of Arms	<ul style="list-style-type: none"> • Using V-7, discuss the origins and purpose of a Coat of Arms. How/why were they developed? • Using V-8, present the Sigma Chi Coat of Arms. <ul style="list-style-type: none"> - Where does “In Hoc Signo Vincens” come from? What does it mean? How did Constantine interpret seeing it in the heaven? - What does the white cross, the blue, and the shield mean? (Like the pledge pin, but now the shield is protecting our brothers to live the ideals and values with integrity.) - The eagle’s head and key also have meaning which you will learn during your Initiation. <p><u>Note:</u> The blue and white rope is just decoration called a “torse” and has no meaning but supports the crest portion of the coat of arms.</p> 	V	Magister

A Creed...

A set of beliefs or aims that guide our actions.

In 325 AD, the year of the Nicene Creed, the Roman Emperor Constantine took the step that forever changed Christianity; he convened the first Universal Council of the Church at Nicea in Asia Minor. The Council was convened to resolve a theological controversy over the nature of God and Christ. The results of the conference involving 200-300 bishops was the adoption of a universal statement of Christian faith known today as the Nicene Creed.

The adoption of a universal statement of Christian faith known today as the Nicene Creed.




PREPARATION FOR BROTHERHOOD

V-9

The Sigma Chi Creed

I believe in fairness, decency and good manners. I will endeavor to retain the spirit of youth. I will try to make my college, the Sigma Chi Fraternity, and my own chapter more honored by all men and women and more respected by my own brothers. I say these words in all sincerity. What Sigma Chi has given me honor and distinction, that I will endeavor to so hold sacred and so render respect that I will ever be a credit to our Fraternity.


Written by: George Ade, PURDUE 1887, 14th Grand Consul



PREPARATION FOR BROTHERHOOD

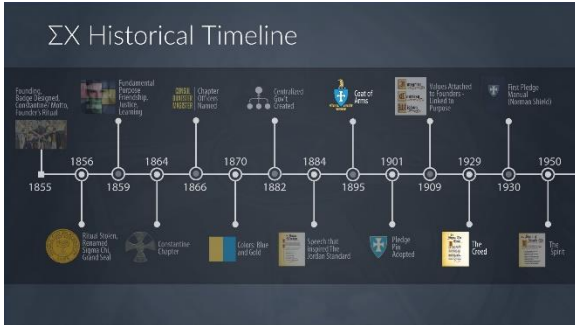
V-10

Not until we understand that which another man values deeply do we really know that man at all.



PREPARATION FOR BROTHERHOOD

V-11



V-12

Sigma Chi's Fundamental Purpose...

The cultivation, maintenance and accomplishment of the ideals of Friendship, Justice and Learning within our membership.

V-13

Our Mission (What we want to accomplish.)

To develop values-based leaders committed to the betterment of character, campus and community.

V-14

Our Vision (What we aspire to achieve.)

To be the preeminent leadership and character development brotherhood benefiting our members throughout life.

V-15



0959

V-16

61 Provinces

240 Undergraduate Chapters

130 Alumni Organizations

16,513 Undergraduates

300,000+ Initiates

V-17

Our Province

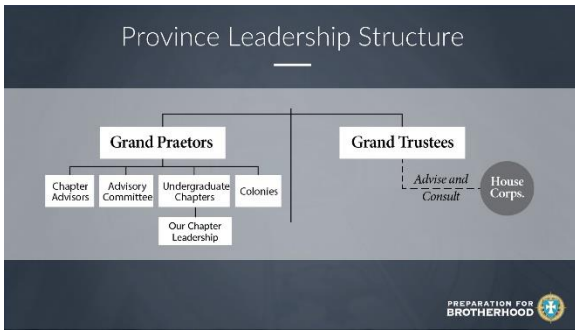
OUR PROVINCE NAME:

CHAPTERS IN OUR PROVINCE:

PREPARATION FOR BROTHERHOOD

V-18

Time	Topic	Instructional Outline	Tools	Inst
10 min	The Sigma Chi Creed	<ul style="list-style-type: none"> • Project V-9 and discuss the purpose of a Creed. • Discuss the Sigma Chi Creed, its history, it's author (V-10). <ul style="list-style-type: none"> - Ask why the Fraternity adopted this Creed. - What is the essence of its message? - Does it reflect the Founding of the Fraternity? If so, how? - Does it reflect Friendship, Justice and Learning? How so? - How does it apply to our members today (refer to the first line)? • Ask if they agree with the quote on V-11? Why?/Why not? • Using V-12, demonstrate when the Creed and the Coat of Arms were developed on the historical timeline. 	V	Magister
5 min	The Purpose, Mission, and Vision of Sigma Chi	<ul style="list-style-type: none"> • Using V- 13, review our Purpose. <ul style="list-style-type: none"> - Where did you learn this? (Refer to N.S. pg. 29 – During the founding of the Fraternity) - <u>Question</u>: In what actions do you see our purpose displayed by our chapter members? • Using V-14, review the definition of a Mission (What we want to accomplish). Then, review our Mission and ask to which values it refers. • Using V-15, review the definition of a Vision. <ul style="list-style-type: none"> - How does accomplishing our Mission support our Vision? 	V	Magister
10 min	Break	<ul style="list-style-type: none"> • (V-16) Note: A 10-minute timer is built into this slide. 	V	
5 min	Review International Fraternity Organizational Structure	<ul style="list-style-type: none"> • Review the International Fraternity structure as outlined on V-17. 	V	Magister
5 min	Review the Province Structure, Grand Praetor	<ul style="list-style-type: none"> • Using V-18, discuss the meaning of the word Province. Paraphrase: <i>Like Canada's provinces and the States of the United States, the Fraternity is divided up into 61 Provinces. Our Province is _____. Within each Province are chapters. Our chapter is _____.</i> 	V	Magister Or Grand Praetor



V-19

Our Grand Praetor

- Advises the chapters in his Province.
- Maintains a general knowledge of their condition and endeavors to improve their standing in scholarship, morals and discipline.
- Visits the chapter once each year and report his observations and recommendations to the Executive Committee of the Fraternity.

Place Your Grand Praetor's Name Here

PREPARATION FOR BROTHERHOOD

V-20

THE ROLE OF A GRAND PRAETOR . . .

PREPARATION FOR BROTHERHOOD

V-21

Chapter Advisors...

- Are Alumni Volunteers appointed by our Grand Praetor
- Their responsibilities include:
 - serving as the Chairman of the Chapter's Advisory Board,
 - providing coaching/mentoring to the chapter officers and Executive Board,
 - serving as the liaison between the chapter, the community, campus, campus officials and Sigma Chi Fraternity Headquarters,
 - overseeing the submission of required reports, forms and fees.

OUR CHAPTER ADVISOR(S) ARE:

Place names of your Chapter Advisors here

PREPARATION FOR BROTHERHOOD

V-22

THE ROLE OF CHAPTER ADVISOR . . .

PREPARATION FOR BROTHERHOOD

V-23

Alumni Chapters in Our Province...

OUR ALUMNI CHAPTERS:

Place names of Alumni Chapters in your Province Here

PREPARATION FOR BROTHERHOOD

V-24

Grand Trustees

- There are 18 Grand Trustees, six of whom are elected at each Grand Chapter.
- The Mission of the Board of the Grand Trustees is to advise the local House Corporation in the acquisition, construction, renovation and maintenance of chapter houses that are appropriate residences for our brothers.

OUR GRAND TRUSTEE IS:

Place names of your Grand Trustee here

PREPARATION FOR BROTHERHOOD

V-25

Our House Corporation

OUR HOUSE CORPORATION:

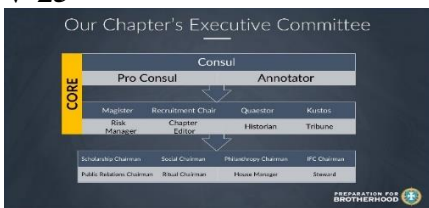
Place names of the House Corporation Members (if appropriate)

PREPARATION FOR BROTHERHOOD

V-26



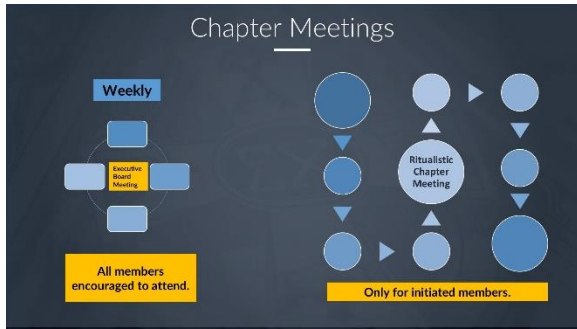
V-27



V-28

Time	Topic	Instructional Outline	Tools	Inst
5 min	Review the Province Structure, Grand Praetor (Cont.)	<ul style="list-style-type: none"> Review the Province leadership structure as outlined on V-19. Explain the duties of the Grand Praetor as outlined on V-20. Paraphrase: <i>The person that oversees the Province is the Grand Praetor. He is nominated by the chapters within the Province and elected at the Grand Chapter. The Grand Praetor appoints the Chapter Advisor to each chapter in the Province. The Grand Praetor and the Chapter Advisor will advise/mentor the chapter leadership. The name of our Grand Praetor is _____.</i> If your Grand Praetor is not present, launch V-21 which presents a former Grand Consul talking about the role of Grand Praetor. 	V	Magister Or Grand Praetor
5 min	Chapter Advisor	<ul style="list-style-type: none"> If possible, invite the Chapter Advisor to discuss this segment. Using V-22, review the duties and responsibilities of the Chapter Advisor. If your Chapter Advisor is not present, launch V-23 to watch a variety of Sigma Chis explain the role of the Chapter Advisor. 	V	Magister and Chapter Advisor
5 min	Alumni Chapter	<ul style="list-style-type: none"> If your Province has Alumni Chapters, discuss their location and involvement in your chapter (V-24) For example: <ul style="list-style-type: none"> The alumni chapter primarily exists to support the undergraduate chapters, but they can also be involved in other community or philanthropy projects. The alumni chapters near us are the _____ alumni chapter(s). 	V	Magister or Alumni President
5 min	House Corporation	<ul style="list-style-type: none"> Using V-25, discuss the name and role of the Grand Trustee for your Province. There is a total of 18 Grand Trustees in the Fraternity. If your chapter has a House Corporation, explain the purpose and the membership (V-26). For example: <i>House Corporations act as landlords. They ensure that the house is safe and livable, that the insurance is maintained, the mortgage and taxes are paid, and they coordinate any house improvements.</i> Using V-27 demonstrate where the establishment of centralized Governing occurred on the timeline. 	V	Magister or House Corp. President
15 min	Chapter Executive Committee Officers	<ul style="list-style-type: none"> Consider having the Pro Consul give this presentation. Using V-28, discuss the following: <ul style="list-style-type: none"> the make-up of the Executive Committee, who chairs of the Executive Committee and why, Note: According to Robert's Rules of Order, the chairman of a committee generally has no vote and really no voice in the meeting as he should remain neutral. So, in the 	V	Magister or Pro Consul

(Cont.)



V-29

Desired Outcomes

EXECUTIVE BOARD MEETINGS	RITUAL CHAPTER MEETINGS
✓ Old business/new business	✓ Summary of business
✓ Strategy	✓ Membership communication
✓ Finances	✓ Elections
✓ Social events	✓ Weekly reminder of Ritual obligations
✓ By-law revisions	✓ Strengthening brotherhood

V-30

Chapter Elections

- ✓ Chapter Officer elections occur every semester.
- ✓ In some chapters, the offices of Consul, Pro Consul and Quaestor have 1 year terms.
- ✓ Each year, new officers attend a yearly leadership conference called BLTW (Balfour Leadership Training Workshop) where they learn Leadership Skills as well as develop the chapter's Strategic Plan for the upcoming year.

V-31

Interested In A Particular Office?

Learn more about each position at <http://sigmachicago.org/resources> (Chapter Officers) or talk to your Big Brother.

Seek out the current officer for advice on running for that position.

PREPARATION FOR BROTHERHOOD

V-32

Time	Topic	Instructional Outline	Tools	Inst
15	Chapter Executive Committee Officers (Cont.)	<p>Executive Committee, having the Pro Consul chair the meetings allows the Consul to vote and to voice his opinion to the officers.</p> <ul style="list-style-type: none"> - the configuration and responsibilities of the Chapter's Executive Committee and what each officer's responsibilities entail. • Introduce the actual Executive Committee Members (if possible). 	V	Magister or Pro Consul
5 min	Chapter Meetings	<ul style="list-style-type: none"> • Have the Consul review this segment, if possible. • Using V-29 and V-30 describe the purpose, frequency, desired outcomes of the Executive Board Meetings and the Ritualistic chapter meetings including the following. <ul style="list-style-type: none"> - Executive Board Meetings (weekly meetings that cover the business of the chapter). Each officer reports in detail about their office. Questions and discussions take place to make sure they align with the strategic plan that was developed in the beginning of the term. - Ritualistic Chapter Meetings (weekly meetings where the chapter conducts business): <ol style="list-style-type: none"> 1. Promotes a spirit of brotherhood and fraternalism, 2. Serves as a regular reminder of our obligations, purposes, and ideals, 3. Provides an opportunity to discuss the major issues of the chapter. • The meeting is run according to Robert's Rule of Order and is chaired by the Consul. • Remind them that the above information is available in detail in their <i>Norman Shield</i>. 	V	Magister or Consul
5 min	Chapter Elections	<ul style="list-style-type: none"> • Consider having the Consul present this segment using V-31 including: <ul style="list-style-type: none"> - the frequency of officer elections in your chapter, - who holds yearly positions and who holds shorter positions, (Many chapters have shorter periods in order to have more brothers experience leadership positions.) - the process that is used in chapter elections, - how platforms are developed by each candidate, the questions that are posed to the candidate, and the actual election process in which discussions take place prior to the vote. • Explain the process used when a chapter member is interested in running for a chapter office. • Discuss any prerequisites for holding office. • Ask the pledges to begin thinking about what they want to do to contribute to the chapter and what offices they are interested in pursuing (V-32). Encourage them to meet and to talk with the brothers who hold the offices they are interested in pursuing. 	V	Magister or Consul

Our Chapter History

- Founded in (enter year)
- Charter
- Recent Awards
 - Athletics
 - Scholarships
 - Chapter Excellence
- Significant Signs from our Chapter
- Order of Constantine Members from our chapter
- Our role in Greek Life on Campus

PREPARATION FOR BROTHERHOOD

V-33

0959

V-34

Illumination

EXPERIENTIAL EXERCISE

V-35

Time	Topic	Instructional Outline	Tools	Inst
10 min	Chapter History	<ul style="list-style-type: none"> Consider having the Chapter Advisor deliver this part of the session. Using V-33, discuss the specific history of your chapter including the areas mentioned on the visual. If available, provide a handout detailing your chapter history. 	V Chapter History Handout	Magister or Chapter Advisor
10	Break	<ul style="list-style-type: none"> Announce a 10-minute break (V-34). Timer and music are built into the visual. 	V	Magister
5 min	Experiential Activity Introduction	<ul style="list-style-type: none"> Introduce the Experiential Activity-Illumination (V-35). 	V	Magister
30 min	Illumination	<ul style="list-style-type: none"> The pledge class (or a group of pledges) is escorted into a dark room by the speaker. The Brothers in this room are positioned in several lines, facing the pledge class, each holding a flameless taper candle. The speaker stands to the side, and reads the introduction outlined below. <i>Gentlemen: You have just learned the Fundamental purpose of the Fraternity is the cultivation, maintenance and accomplishment of the ideals of Friendship, Justice, and Learning. The Fraternity best serves its purpose by developing, implementing and monitoring programs that foster leadership, build character and promote positive relationship skills that, in turn, enable our members to become productive and caring participants in their families, colleges and communities. The _____ chapter promotes our core values by being contributing members of the chapter, campus, and the community. The following are some examples ...</i> Following the introduction, the reader begins reading the profiles of each brother in attendance. As he begins each profile, the brother being discussed lights his candle. At no point during this exercise should the pledges be asked to name the brother being described. It is of equal importance that no brother, other than the designated speaker, says anything during this exercise. This process repeats until every brother's candle is lit. At this point, the speaker will read the speech included on the next page. <p style="text-align: right;">(Cont.)</p>	Flame- less taper candle	Magister or Consul

Time	Topic	Instructional Outline	Tools	Inst
		<p><i>Gentlemen:</i> <i>In pursuing Sigma Chi’s Fundamental Purpose, we embrace the vision of the Fraternity to become the preeminent collegiate leadership development organization – aligned, focused and living our core values.</i></p> <p><i>As each name was read, the room became brighter emblematic of each of our contribution to make our college, the Sigma Chi Fraternity, and our own chapter more honored by all men and women and more beloved and honestly respected by our own brothers as stated in the Sigma Creed.</i></p> <p><i>When you heard the accomplishments and contributions of each individual brother, a small amount of light penetrated the darkness, but one man can only provide enough illumination to light his own path. You likely observed that as each brother lit his candle, the room grew brighter and brighter. This is symbolic of the strength of the whole chapter can provide each member.</i></p> <p><i>When each brother lends his hand in aiding the growth and progress of this Fraternity, the result is one of illumination, which is symbolic of knowledge and wisdom, and the success of the _____ chapter provided it is done with integrity.</i></p> <p><i>Our founders encouraged the idea that Sigma Chi was a place where each man can be himself. Furthermore, it is our mission to develop values-based leaders committed to the betterment of character, campus and community. Our freedom to embrace one another’s individuality contributes to the growth and progress of Sigma Chi and of our respective chapters. In your time as a Sigma Chi, it will be vital that you contribute your own unique talents to so build yourself and so conduct yourself that you will ever be a credit to our Fraternity.</i></p> <p><i>But it is not only our combined talents, but our daily choices as individual members that make any organization strong. We, as a brotherhood, have identified actions that have the potential to dim or even extinguish our light. These are individual choices that each member must guard against if we hope to remain a strong brotherhood. They include such things as: (As each item is read by the reader, one brother extinguishes his candle.)</i></p>		

Time	Topic	Instructional Outline	Tools	Inst
30 min	Activity (Cont.)	<ol style="list-style-type: none"> 1. <i>You don't attend meetings, but if you do, arrive late.</i> 2. <i>Be sure to leave before the meeting is closed.</i> 3. <i>Never have anything to say at our meetings . . . wait until the meeting is over to find fault with officers and other members.</i> 4. <i>Be sure to sit in the back of the meeting space so you can text or talk freely to another member.</i> 5. <i>Vote on everything discussed at our meetings but do nothing to support chapter decisions.</i> 6. <i>If asked to help, always say you don't have time.</i> 7. <i>Accept all that the organization has to offer. Grow as much as you can, but don't give anything back.</i> 8. <i>Don't do any more than you have to when others willingly and unselfishly use their abilities to better the organization and then gripe because the organization is run by a clique.</i> 9. <i>Never accept an office. It is easier to criticize than to make things happen.</i> 10. <i>If things don't go your way, threaten to resign and get others to do the same.</i> 11. <i>Don't pay your dues on time.</i> 12. <i>Never invite anyone to attend our meetings including guest speakers or administrators.</i> 13. <i>Post everything you hear that is unpleasant about the organization to everyone you know on Facebook, Twitter.</i> 14. <i>Always be quick to take sides in misunderstandings within the organization and side with the person you spoke to last.</i> 15. <i>Never participate in any chapter activities involving the campus, community or philanthropy.</i> 16. <i>Complain about apathy in the chapter and do nothing about it.</i> <p><i>We all must do our utmost to maintain our illumination of the chapter by being contributing members whether it be inside or outside the chapter. This will not only allow us to grow individually but remain strong as a chapter because of our Creed. If we allow excuses or our obligation to lapse, it will begin to extinguish our light. Guard well the light and hold one another accountable to avoid these small actions and choices and keep our chapter strong. Very soon, you will become a member of our organization. You must decide . . . will you provide light by generously sharing your gifts and talents for your Fraternity which was the reason why you were asked to join our Order, or, by your personal choices, will you leave our organization in darkness. Remember that Sigma Chi has given you favor and distinction, and that the bond of our fellowship is reciprocal.</i></p>	Flame- less Taper Candle	Magister or Consul

AAR (After Action Review)...

WHAT...

was your reaction to this activity?

SO WHAT...

is important for each member to remember?

NOW WHAT...

do you plan to do as you consider joining a committee or becoming an officer?



V-36

Time	Topic	Instructional Outline	Tools	Inst
5 min	Conclusion/ AAR	<ul style="list-style-type: none"> • The Magister should take all the pledges into their normal meeting room to debrief the activity. • Using V-36, remind them of the three questions we always ask as part of an AAR (What? So What?, Now What?). <ul style="list-style-type: none"> - What? <ul style="list-style-type: none"> ○ What was your reaction to this activity? ○ What lessons we learned today connect with this activity? - So What? <ul style="list-style-type: none"> ○ So what is important for each member to remember as a member? - Now What? <ul style="list-style-type: none"> ○ Now what do you plan to do as you consider joining a committee or becoming an officer? <p>As a reminder, you heard what our Brothers are doing that allows the chapter to thrive. You also heard how that can be destroyed, so remember there are...</p> <p>Ways to enhance Any Organization</p> <ol style="list-style-type: none"> 1. Attend meetings. 2. Schedule your time to stay for the entire meeting. 3. Be engaged; participate and contribute to the meeting. 4. If you vote to do something, participate in completing it. 5. Assist the officers and other members and support them. 6. Be a part of the organization's affairs. 7. Be courteous and pay attention during the meeting. 8. Give all you can to the organization. 9. Participate in the recruitment process and ask others to join the organization. 10. Engage in opportunities and get others to do so also. 11. Cooperate and collaborate by your actions and words. 12. Make time to help others. 13. Read about your organization both print and online materials. 14. Run for an office – it will allow you to do things. 15. If appointed to a committee, give your utmost make time and serve. 16. Pay your financial obligations on time and in full. 17. Do as much as you can, and, when others willingly and unselfishly use their ability to help the good cause along, then complement them. 	V	Magister

Before Our Next Session...

Develop a personal **Creed and Coat of Arms** for presentation to the group.

Your Creed is:
a set of beliefs or aims that guide your actions.

Your Coat of Arms is:
a distinctive shield representing the beliefs or aims of you, your family, your country.


APPLICATION




V-37



V-38



"A man's got to have a code, a creed to live by, no matter his job."
-John Wayne



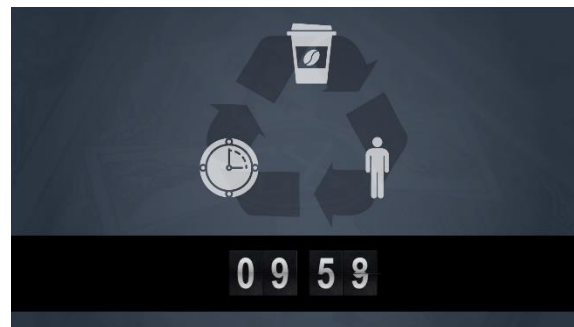
V-39

What's Next for Course 3...

- Have a discussion with Your Big Brother.
- Have ConnEXtion conversations with 3-5 brothers.
- Spend time applying what you have learned and journaling in your *Norman Shield*.
- Complete all pre-session work before we meet again including chapters 5 & 6 in the *Norman Shield*.



V-40




V-41

Literary Exercise - How To Tell A Winner From A Loser

A winner says: "Let's find out"; a loser says "Nobody knows."
When a winner makes a mistake, he says, "I was wrong"; a loser says, "It wasn't my fault."
A winner knows how and when to say "Yes" and "No"; a loser says "Yes, but..." and "Perhaps not."
A winner works harder than a loser and has more time; a loser is always "too busy" to do what is necessary. A winner solves problems, a loser makes promises.
A winner knows what to fight for and what to compromise on; a loser compromises on what he shouldn't and fights for what isn't worthwhile.

A winner says: "I'm good, but not as good as I ought to be"; a loser says, "I'm not as bad as a lot of other people."
A winner listens; a loser just waits until it's his turn to talk.
A winner feels responsible for more than his job; a loser says, "I only work here."
A winner says: "There ought to be a better way to do it"; a loser says, "That's the way it's always been done here."
And remember: Winners never quit and quitters never win.



V-42

The Tradition of the Candle Pass

EXPRESS
anything on your heart that you feel is for the good of Sigma Chi.





V-43

During the Candle Pass

PLEDGES
Have you noticed a change in your attitude since recruitment and during P4B and are you acting with integrity in your P4B course work and your conversations with others?

OFFICERS
How has your experience in your office reflected the literary piece? When have you had to step back and think more like a "winner" and act with integrity?

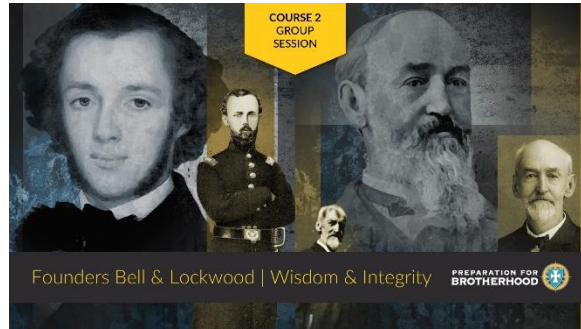


V-44

Time	Topic	Instructional Outline	Tools	Inst
5 min	Conclusion/ AAR (Cont.)	<ul style="list-style-type: none"> Other possible discussion questions: <ul style="list-style-type: none"> When in your life have you felt, or been a part of something, when the “lights were all off?” How did you help illuminate the situation? What more did you learn from this activity than just the backgrounds of some of our members? Does contributing to the chapter mean holding an office in the chapter? How have you shown your pledge class and the chapter how you are “doing your part”? 	V	Magister
5 min	Assignment: Creed/ Coat of Arms	<ul style="list-style-type: none"> Using V-37, 38, 39, describe the special assignment for the next Group Session. Ask each pledge to think about their personal creed/coat of arms and prepare a 2-to-3-minute presentation for the group describing their personal creed/coat of arms to be presented at the next Group Session. 	V	Magister
5 min	Next Steps/App	<ul style="list-style-type: none"> Review the “Next Steps” items listed on V-40. 	V	Magister
10 min	Break	<ul style="list-style-type: none"> Announce a break (V-41). A timer is built into this slide. 	V	Magister
5 min	Literary Piece	<ul style="list-style-type: none"> Introduce this week’s literary piece – “How to Tell a Winner from a Loser” (V-42) and ask someone to read it. 	LED Candle	Magister
60 min	Candle Pass with Chapter Officers	<ul style="list-style-type: none"> Using V-43, explain that this Candle Pass should showcase insights about leadership with integrity and how holding an office has provided opportunities to gain wisdom for the future. Establish a suggested length of time for comments. Using V-44, ask the attendees to answer the questions displayed during the Candle Pass. (Keep the slide up on the screen during the Candle Pass to keep the conversation focused). <ul style="list-style-type: none"> Pledges: Have you noticed a change in your attitude about living your values since starting P4B and are you acting with integrity in your course work, P4B, and your conversations with others? Officers (optional): How does the literary piece reflect the experiences you have had in your office. When have you had to step back and think more like a “winner” and act with integrity? There are several options to arrange seating in the Candle Pass: <ul style="list-style-type: none"> The pledges and Officers can sit randomly, or The pledges can go first to address their question and then the Officers, or The Officers can go first and then the pledges. Have you Asst. Magisters go first to set the tone. As Magister, go last and wrap up any concerns or clear up any confusion you have heard during the candle pass. 	LED Candle	Magister



V-45



V-46

Time	Topic	Instructional Outline	Tools	Inst
5 min	Questions/ Announcements	<ul style="list-style-type: none"> • Using V-45-46, ask for final questions, remind them of their assignment (Creed/Coat of Arms) and remind them of the day and time of the next Group Session. • Remind them that they are doing a great job and that you are proud to be their Magister. 	V	Magister



Group Session: 3 Topics: Isaac M. Jordan & Daniel William Cooper High Ambition & Self Control Risk Management/Bystander/Social Media

Purpose:

This session is designed to:

- Review what high ambition and self-control means,
- Review the lives of Isaac M. Jordan and Daniel William Cooper,
- Describe the role/responsibilities of the Risk Manager within the chapter structure,
- Discuss the benefits of a proactive approach to Risk Management, Bystander Intervention, and Social Media.

Materials:

- PowerPoint Presentation Group Session 3 (Available for downloading from your Magister Workspace)
- Computer
- LCD Projector
- Screen
- External Speakers
- Remote Mouse
- Flameless or LED Candles
- Risk Management Guidelines Handout (if available)

Advance Preparation:

1. Schedule a room large enough to comfortably seat all pledges and guests. Determine the room size that will be required for the experiential activity.
2. Arrange for other audio-visual equipment (LCD projector, external speakers, remote mouse).
3. Download a copy of the Group Session 3 PowerPoint Presentation to your computer. (See Magister Workspace.)
4. Review this Instructor Guide **thoroughly** before the session.
5. Invite your Chapter Risk Manager to come to the meeting to provide an overview of the role/responsibilities of the Risk Manager.
6. Enhance the power point visuals with information that is specific to your chapter. (See green fields.)
7. Determine if there is any print information available describing your chapter's risk management guidelines. If so, procure copies for each pledge.
8. Working with your Risk Manager, discuss the appropriate responses to the Risky Business case study examples provided.
9. Invite members of the chapter (Senior Class) to the candle pass.

The Day of the Session...

1. Make sure the room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants, as well as chairs for guests.
2. Make sure the Group Session 3 PowerPoint visuals are loaded on your laptop computer and that the LCD projector is focused and functioning properly.
3. Attach the Remote Mouse to your computer and test functionality. Test the sound levels on your speakers.
4. Make sure the Risk Manager will be at the Group Session.
5. Determine how long you will be able to provide each pledge for the presentation for their personal Creed/Coat of Arms.

Summary Outline for Group Session 3

Time	Topic	C	V	HO	Other	Inst
5 min	Welcome and Introductions		V			Magister
5 min	Group Session Content		V			Magister
10 min	Discussion of Values – High Ambition and Self-Control/ Isaac M. Jordan and Daniel William Cooper		V			Magister
15 min	Discussion of Risk Management		V			Magister/ Risk Manager
10 min	Bystander Intervention		V			Magister
5 min	Social Media		V			Magister
10 min	Break					Magister
90 min	Experiential Activity – Creed, Coat of Arms Discussion		V			Magister
10 min	AAR		V			Magister
5 min	Next Steps		V			Magister
5 min	Break					Magister
40 min	Candle Pass /Literary Piece – Untitled Inspiration		V		Flameless or LED Candle	Magister
3 min	Questions/Announcements		V			Magister



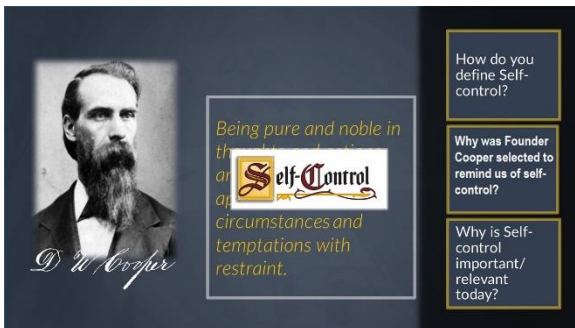
V-1



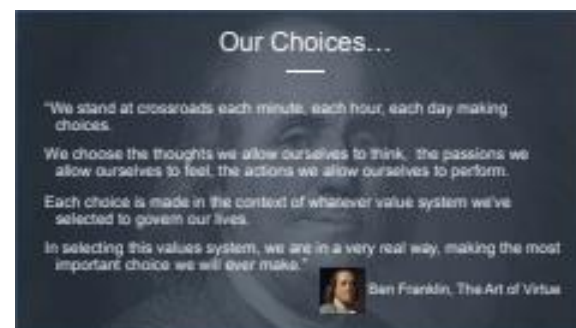
V-2



V-3



V-4



V-5

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5 min	Welcome	<ul style="list-style-type: none"> Using V-1, Welcome pledges. Introduce the Risk Management Chairman who will be assisting you in this session. 	V	Magister
5 min	Session Content	<ul style="list-style-type: none"> Using V-2, review the content of this Group Session which includes: <ul style="list-style-type: none"> Review of the definition of High Ambition (V-) and Self-Control, Review the lives of Founders Isaac M. Jordan and Daniel William Cooper, (<i>emphasis that Jordan didn't write the Jordan Standard but was in a speech he gave...the Standard existed from the beginning as a selection criteria</i>) Review of our Risk Management policies, Content and purpose of the Bystander Intervention Model (STOP), Review of the perils of/guidelines for social media, and Discussion of their Creeds and Coat of Arms. 	V	Magister
5 min	Values Discussion, Founders – Isaac M. Jordan Daniel William Cooper	<ul style="list-style-type: none"> Using V- 3 and V-4, lead a discussion about High Ambition, Self-Control, Founder Jordan and Cooper. <p>High Ambition (V-3)</p> <ul style="list-style-type: none"> What is the definition? What is the difference between “High Ambition” and “with ambitious purposes” as stated in the Jordan Standard? How does last week’s experiential activity “Illumination” apply? How do our Principles – Friendship, Justice, and Learning apply? Why was Founder Isaac M. Jordan selected to represent High Ambition? <p>Self-Control (V-4)</p> <ul style="list-style-type: none"> What is the definition? How does the experiential activity “Man in the Glass” apply? Discuss the life of Cooper. Why was Cooper selected to represent self-control? Why did Cooper have reservations about using a cross for our badge? Discuss why self-control has relevance today (perhaps even more relevance than in the 1800s). Self-control is mentioned many times in the writings of our Founders, but many great men have reflected on the importance of Self-Control in our lives. Review the Ben Franklin quote (V-5). 	V	Magister

The Role of the Risk Manager . . .

- Develop and implement the Chapter's **Safety and Risk Management Plan**.
- Comed, or cause to be corrected, any **risk issues or conditions** that directly violate, or are anticipated to violate, the policies, rules or regulations and laws of the host organization, state or federal government of the Sigma Chi Fraternity.
- **Secure the availability** of chapter brothers, Executive Committee, Chapter Advisor, House Corporation in reducing chapter risk.
- Conduct and coordinate the **safety education** of brothers, pledges and chapter employees.
- Hold himself and every member of the chapter accountable for honoring the **Sigma Chi Oath of Conduct**.
- Compile an **Emergency Contact Directory**.

PREPARATION FOR BROTHERHOOD

V-6

Chapter Risk Guidelines

Megator should be done with the help of the Risk Manager.

PREPARATION FOR BROTHERHOOD

V-7

Our Communication Chain

• Draw your chain.

PREPARATION FOR BROTHERHOOD

V-8

S O A R

SITUATION
Define Situation/Problem.

OPTIONS
Generate/Evaluate Options.

ACTION
Make a Decision/Develop Action Plans.

REFLECT
Review Learning, Provide Feedback.

Is it your right?
Is it consistent with my/our values?

How will it impact my future?
Will it build friendships?

VBDM
VALUES-BASED
DECISION MAKING

V-9

Risky Business Scenario...

Part of the requirements for each pledge in the chapter is that he meets individually with each active brother for discussion to obtain that brother's signature on the coat of arms the pledge has made. There is a rumor coming back from the pledge class that Brother Brandon will not sign a pledge's coat of arms unless and until the pledge drinks enough alcohol to either vomit or pass out in front of him.

PREPARATION FOR BROTHERHOOD

V-10

Bystander Intervention/Stop Model

When you need to intervene IMMEDIATELY...

PREPARATION FOR BROTHERHOOD

V-11

Social Media

V-12

Guidelines

Protect

Identity and Privacy
Intellectual Property
Security

Bullying and Harassment
Obscene Content
Hate Speech
Phishing and Spam
Nudity and Pornography
Self-Harm
Violence and Threats

PREPARATION FOR BROTHERHOOD

V-13

Risky Business Scenario...

While Matt was in the shower getting ready for the social that night, his girlfriend, Ellen, wandered upon his computer, and a logged-in Facebook page on the screen. Ellen thought she would have a little fun with the different pages Matt belonged to and entered Matt's chapter's private Facebook group. She took a bunch of screen shots and sent them out to her sisters, one of whom worked as a student office worker for the president's office. On the many screen shots were derogative and obscene comments about the university president who is a woman. The next day, flyers of the screen shots were posted all over campus and protests were being organized in front of the chapter house.

PREPARATION FOR BROTHERHOOD

V-14

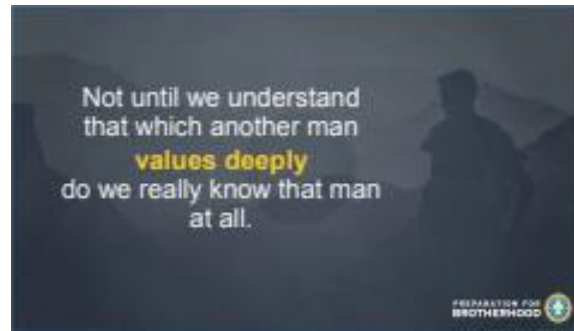
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V-15

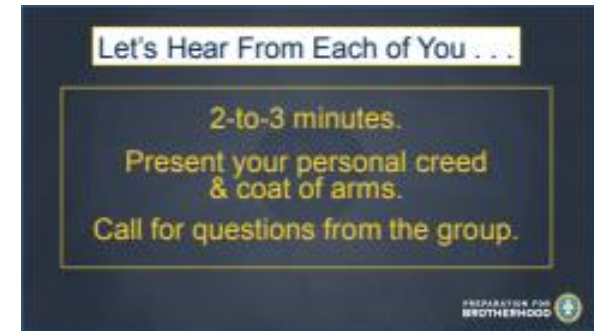
Time	Topic	Instructional Outline	Tools	Inst
15 min	Role of Risk Manager, Chapter Risk Guidelines	<ul style="list-style-type: none"> • If possible, have the Risk Manager conduct this segment of the presentation. Using V-6, explain the major responsibilities of the Chapter Risk Manager, • Provide back ground information about why the Fraternity has had to develop Risk Management Policies • Provide the risk guidelines that have been set up for your chapter (V-7). Remind them that week 1 of the P4B program, each pledge signed an agreement to abide by the Fraternity’s Risk Management policies. • Using V-8, explain the communication chains that have been set up in your chapter and the possible risks if used inappropriately. (Must be prepared by Magister or Risk Manager.) • Make sure they understand their role in reporting any situations that might occur within the chapter/at chapter events. • Using V-9, explain the values-based decision-making model all members must use when confronted with difficult choices that involve risk. • Using the scenarios provided on V-10 (or chapter-specific scenarios that you and your Risk Manager have developed), break the pledges up into small groups of 3-to-5 and ask them to come up with the best course of action using the values-based decision-making model. • Ask each group to report back on the insights they gained from working through the case study. • Allow the Risk Manager to make any concluding comments. 	V Chapter Risk Management Guidelines	Magister or Risk Management Chairman
10	Bystander Intervention/ Stop Model	<ul style="list-style-type: none"> • Introduce the Bystander (or STOP) Model using V-11. Provide guidance about how to enact it. Make sure you emphasize the importance of calling for help. If possible, provide examples of when the use of this intervention model helped the chapter avoid risk. 	V	Magister
5	Social Media	<ul style="list-style-type: none"> • Using V-12, discuss the RISK involved in the use of Social Media. • V-13 provides Sigma Chi guidelines regarding social media use. • V-14 provides a case study for discussion. 	V	Magister
10 min	Break	<ul style="list-style-type: none"> • Call for a 10-minute break. (V-15) 	V	Magister



V-16



V-17



V-18

Time	Topic	Instructional Outline	Tools	Inst
90 min	Experiential Activity – Creed and Coat of Arms Presentations	<ul style="list-style-type: none"> • Using V-16, explain that this activity is designed to get to know the members of the pledge class at a deeper level. Project V-17, “Not until we understand that, which another man values deeply, do we really know that man at all.” • Ask the group to describe their process of writing their creed/coat of arms Where did these beliefs come from? • Using V-18 explain the presentation guidelines as outlined. • Have each of the pledges present their personal creed/coat of arms. After each presentation, have the others ask clarifying questions about its content. • Keep time to ensure that each presentation does not exceed the presentation time limits. 	V	Magister
5 min	Break			



Ideals are like stars; you will not succeed in touching them with your hands. But like the seafaring man on the desert of waters, you choose them as your guides, and following them you will reach your destiny

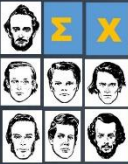
Carl Schurz: March 12, 1877 – March 7, 1881



V-19

30 min	Ideals	<p>We have learned a great deal about each other hearing about our Creeds and Coat of Arms. We learned about what you feel is important in your words and drawings. We need to explore this further: What are some of the words you used in your Creeds? Are they easily defined? <i>(they are abstract, not concrete, not easily definable...they are ideas you want to be.)</i></p> <p>And what are some of the words used in the Sigma Chi Creed? <i>(fairness, decency, good manners, spirit of youth, honored, beloved, respected)</i></p> <p>In the Sigma Chi Creed, the word “will” is used a lot, why? <i>(“will” means some time in the future that may not have an ending)</i></p> <p>As a result, can you ever obtain it or get to an endpoint? Why not? <i>(no, because you are always striving for it or trying to reach it)</i></p> <p>So, earlier we discussed the words you used in your Creed are ideas that you want to pursue. Does anyone know a word very similar to “idea” that would describe something you are always striving toward? <i>(Ideal, belief)</i></p> <p>Has anyone heard the word “Ideal”? Not like the ideal car but like a set of principles, aims or beliefs. We just heard your beliefs from your Creed and Coat of Arms descriptions.</p>		
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		<p>So when you hear this passage by Carl Schurz do you understand what an ideal is?</p> <p><i>Project V-19. Ideals are like stars; you will not succeed in touching them with your hands. But like the seafaring man on the desert of waters, you choose them as your guides, and following them you will reach your destiny - Carl Schurz</i></p> <p>What is he saying here? <i>(as guides, always striving, always pursuing)</i></p> <p>So what is the difference between what he is saying and what your creed and coat of arms are? <i>(there is nothing different because you wrote and drew them as a guide.)</i></p> <p>Let’s look at Sigma Chi. Specifically, look at the Preamble of the Jordan Standard,</p>		
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"The confidence of the Founders of Sigma Chi was based upon a belief that the principles which they professed and the ideal of the Fraternity which they sought were but imperfectly realized in the organization by which they were surrounded."

Sigma Chi Fraternity • Est. 1855

PREPARATION FOR BROTHERHOOD

V-20



"I place this White Cross over my heart, because it appeals both to my intellect and my affections. I will wear this badge with a deep sense of humility and a feeling of unworthiness, believing that this badge requires more of me than the world requires of other men; and realizing full well that I can never conquer by a sign, even though it be a cross, but only as the ideals for which this badge stands take possession of my heart and become exemplified in my life will I ever know the deepest meaning of the White Cross of Sigma Chi."

The Founders Ritual • ΣΧ

PREPARATION FOR BROTHERHOOD

V-21

		<p><i>Project V-20 “The confidence of the Founders of Sigma Chi was based upon a belief that the principles which they professed and the ideal of the Fraternity which they sought were but imperfectly realized in the organization by which they were surrounded.” As we know from the Founding of Sigma Chi, the Founders felt others around them were misdirected, and they believed they could design and build a better organization based upon a set of principles or ideals they felt was missing. In doing so, the Founders developed the fundamental purpose of the Sigma Chi Fraternity; the cultivation, maintenance and accomplishment of the ideals of Friendship, Justice and Learning within our membership. They are referred to as The Three Great Aims of our Fraternity. So when you read what the Founders said to each other as they pinned the badge on the chest for the first time, what were they thinking?</i></p>		
		<p><i>Project V-21. “I place this White Cross over my heart, because it appeals both to my intellect and my affections. I will wear this badge with a deep sense of humility and a feeling of unworthiness, believing that this badge requires more of me than the world requires of other men; and realizing full well that I can never conquer by a sign, even though it be a cross, but only as the ideals for which this badge stands take possession of my heart and become exemplified in my life will I ever know the deepest meaning of the White Cross of Sigma Chi.”</i></p> <p>Look at the bolded part “only as the ideals for which this badge stands take possession of my heart and become exemplified in my life will I ever know the deepest meaning of the White Cross of Sigma Chi”</p>		
		<ul style="list-style-type: none"> • What are the ideals they are referring to in the badge? (<i>FJL</i>) • How do ideals take possession of the heart? (<i>By always striving for them...</i>) • How do you exemplify them in your life? (<i>By practicing their use, living your values every day</i>) • Does your Coat of Arms you designed tell others who you are? Why or Why not? (<i>it is a representation of your beliefs, values, principles</i>) • So then, does wearing the badge make you a Sigma Chi? Why or Why not? (<i>Living the principles of the Fraternity make you a Sigma Chi, always striving toward the ideals of the Fraternity or Sigma Chi, it just represents those ideals</i>) <p>I hope you now have some notion or idea as to what is an ideal and whether or not they can be actually achieve or do we continually strive for them throughout our lives and that the White Cross of Sigma Chi is a representation of those ideals. Thank You.</p> <p>Any questions?</p>		

Thought Questions

- How are your personal core values aligned with those of Sigma Chi?
- In what ways have your personal core values been influenced by your time thus far in Sigma Chi?
- What have you learned about the power and importance of understanding a person's core values?

PREPARATION FOR BROTHERHOOD

V-22

What's Next for Course 4...

- Have a discussion with your Big Brother.
- Have Dean Zittel conversation with 3-4 brothers.
- Spent time working what you have learned and practicing in your formal setting.
- Complete all pre-session work for the next course before we meet again.

PREPARATION FOR BROTHERHOOD

V-23

0959

V-24

The Tradition of the Candle Pass

EXPRESS
anything on your heart that you feel is for the good of Sigma Chi.

PREPARATION FOR BROTHERHOOD

V-25

Untitled Inspiration

So remember, people are unreasonably illogical and self-centered. **LOVE THEM ANYWAY.**

If you do good, people will accuse you of selfishness and ulterior motives. **DO GOOD ANYWAY.**

If you are successful, you will win false friends and make true enemies. **TRY TO SUCCEED ANYWAY.**

The good you do today will be forgotten tomorrow. **BE GOOD ANYWAY.**

Honesty and frankness will get you nowhere, they make you vulnerable. **BE HONEST AND FRANK ANYWAY. (cont.)**

V-26

People favor underdogs, but they follow the top dogs. **WELL, FIGHT FOR SOME UNDERDOGS ANYWAY.**

What you spend years building may be destroyed overnight. I've seen that happen. **BUILD ANYWAY.**

People really need help, but they attack you if you try to help them. **TRY ANYWAY.**

Give the world the best that you have, and you may get kicked in the mouth.
GIVE THE WORLD THE BEST YOU HAVE ANYWAY.

V-27

Questions?

PREPARATION FOR BROTHERHOOD

V-28

COURSE 3
UNCEP
1830-1840

Founders Jordan & Cooper | High Ambition & Self-Control

V-29

15 min	AAR	<ul style="list-style-type: none"> Conduct an AAR, using the questions on V-22. 	V	Magister
5 min	Next Steps	<ul style="list-style-type: none"> Using V-23, remind pledges of their regular learning responsibilities before the next group session. <ul style="list-style-type: none"> Meet with their Big Brother, Have ConnΣXtions conversations with the brotherhood Spend time applying what they have learned, Complete all pre-session work for the next course. Read chapters 7 and 8 of the Norman Shield 	V	Magister or Scholarship Chairman
10 min	Break	<ul style="list-style-type: none"> Call for a break (V-24). 		
60 minutes	Candle Pass w/ Chapter Members Senior Class	<ul style="list-style-type: none"> Project V-25 and introduce the Candle Pass and Literary Reading. Using V-26 and 27, ask someone to read the literary piece. Ask the questions: <ul style="list-style-type: none"> Pledges: What inspires you? Members (optional): What is your legacy? How are you developing it? Each response should be only 1 minute in length. Have the Asst. Magisters go first /Magister last. There are options for who goes next: <ul style="list-style-type: none"> Pledges can go next and then senior class members, or, Members can go and then the pledges or, No seating order. Wrap up any loose ends/concerns and, if time permits, end with your favorite quote on High Ambition and/or Self-Control. 	V Flameless or LED Candle	Magister

Time	Topic	Instructional Outline	Tools	Inst
5 min	Questions/ Announcement	<ul style="list-style-type: none"> Answer any questions the pledges may have (V-28 and 29) and remind them of the date and time of the next (and last) Group Session. 	V	Magister



Group Session: 4 Topics: Franklin Howard Scobey & James Parks Caldwell Courtesy & Fidelity Spirit of Sigma Chi Constantine Chapter Reflections Activity

Purpose:

This session is designed to:

- Discuss the definitions of Courtesy and Fidelity and how they apply to our lives,
- Review the lives of the Founders Franklin Howard Scobey and James Parks Caldwell,
- Discuss how the Spirit of Sigma Chi applies to today's world,
- Discuss the significance of the Constantine Chapter.

Materials:

- PowerPoint Presentation: Group Session 4 (Available for downloading from your Magister Workspace)
- Computer
- LCD Projector
- Screen
- Remote Mouse
- Flipchart/Markers

Advance Preparation:

1. Download a copy of the Group Session 4 PowerPoint presentation to your computer. (See Magister Workspace)
2. **Thoroughly** review this instructor guide.
3. Arrange for other presentation equipment as outlined above.
4. Arrange for a room large enough to accommodate your pledge class.

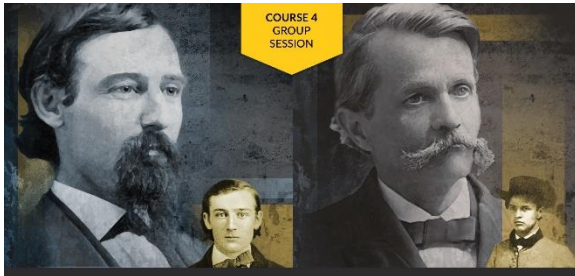
The Day of the Session...

1. Make sure the room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants, as well as chairs for guests.
2. Make sure the Group Session 4 PowerPoint visuals are loaded on your laptop computer and that the LCD projector is focused and functioning properly.
3. Attach the Remote Mouse to your computer and test functionality. Test the sound levels on your speakers.

Summary Outline for Group Session 4

Time	Topic	C	V	HO	Other	Inst
5 min	Welcome and Introduction		V			Magister
5 min	Session Content		V			Magister
5 min	Definition of Values: Courtesy & Fidelity		V			Magister
5 min	Discussion of Founders: Franklin Howard Scobey and James Parks Caldwell		V			Magister
5 min	Review Discussion about the Spirit of Sigma Chi		V			Magister
5 min	Review Discussion about the Constantine Chapter		V			Magister
20 min	Experiential Activity – Reflections		V			Magister
30	AAR by candle light		V			Magister
10	Break		V			Magister
5 min	Assignment – Letter to the Chapter		V			Magister
5 min	Next Steps/Final Steps – Scheduling & Logistics		V			Magister
5 min	Questions		V			Magister

COURSE 4 GROUP SESSION



Founders Scobey & Caldwell | Courtesy & Fidelity

PREPARATION FOR BROTHERHOOD

V-1

Concepts for This Session . . .

COURSE 4 GROUP SESSION

- Review the lives of Founders Scobey and Caldwell and discuss the values of Courtesy and Fidelity.
- Discuss the meaning behind the Spirit of Sigma Chi.
- Discuss the significance of the Constantine Chapter.



PREPARATION FOR BROTHERHOOD

V-2



Showing politeness and
m
at
to
respectful in nature and
loyal in friendships.

Courtesy

How do you define Courtesy?

Why was Founder Scobey selected to remind us of Courtesy?

Why is Courtesy important/relevant today?

PREPARATION FOR BROTHERHOOD

V-3



Remaining true to
pr
fa
pe
chapter, state, nation or
supreme being.

Fidelity

How do you define Fidelity?

Why was Founder Caldwell selected to remind us of Fidelity?

Why is Fidelity important/relevant today?

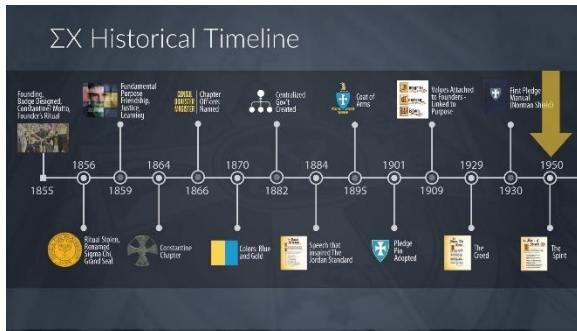
J. Park Caldwell

PREPARATION FOR BROTHERHOOD

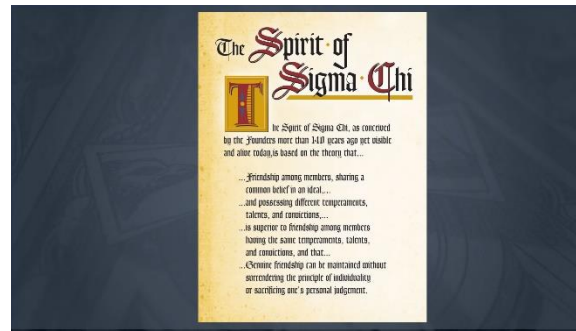
V-4

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5 min	Welcome	<ul style="list-style-type: none"> Welcome pledges (V-1) 	V	Magister
5 min	Group Session Content	<ul style="list-style-type: none"> Using V- 2, review this group session’s AAR of eLearning content from their pre-session work: <ul style="list-style-type: none"> Define the values: Courtesy and Fidelity, Discuss the lives of Franklin Howard Scobey and James Parks Caldwell, Review and interpret the Spirit of Sigma Chi, Discuss the Constantine Chapter. 	V	Magister
10 min	Values/ Founders Scobey and Caldwell	<ul style="list-style-type: none"> Using V-3, discuss the definitions of Courtesy and the life of Scobey. <ul style="list-style-type: none"> What is the definition of Courtesy? Why is Courtesy attributed to Scobey? Why was his attitude, as described by Runkle, so important during the formation of The Fraternity? Do you think his health attributed to his disposition? How does Courtesy apply to the reason for the founding? How were they treated when they invited the DKE membership to dinner? Does Courtesy exist only in the spoken word or in actions? What are other forms (e.g., social media, texting, bring phone to dinner)? Does Courtesy have more relevance today than in the 1800s? Can Courtesy and Self-Control go hand in hand? How? Using V-4, discuss the definition of Fidelity and the life of James Parks Caldwell. <ul style="list-style-type: none"> Define Fidelity. How is Fidelity attributed to Caldwell? Can you imagine entering college at 13 today? How would you be perceived? Treated? What kind of relationship do you think Cooper, at age 25, had with Caldwell at age 14? What does Fidelity to principle mean? What are Sigma Chi’s principles? Why did Fidelity not come into play when disagreement arose in choosing the poet for the Erodelphian Society? (Read the definition again, was DKE a higher power?) Do Fidelity and Courage go hand in hand? How? 	V	Magister



V-5



V-6



V-7



Constantine Chapter

V-8

Time	Topic	Instructional Outline	Tools	Inst
20 min	Spirit of Sigma Chi	<ul style="list-style-type: none"> • Using V-5, review what they learned about <i>The Spirit of Sigma Chi</i> and explain where it falls on the Historical Timeline. • Project V-6 and ask the following questions. <ul style="list-style-type: none"> - What is the interpretation of <i>The Spirit</i>? (A strong organization grows when a variety of people are involved and introduce new ideas based on their experiences.) - What, in your opinion, did the Founders believe DKE represented in The Spirit? (They believed in the third line which limited their growth.) - Can <i>The Spirit</i> be used as an excuse for bad behavior? For example: I can yell at anyone I want because of my different temperament. Discourteousness? Unscrupulous ambition? Lack of self-control? To cheat or lie? (Different temperaments, talents, and convictions should align with our principles and values.) How does the Illumination activity reflect The Spirit correctly and the consequences if used as an excuse? - From the above discussion, how should <i>The Spirit</i> be used? (First, to find new members based on the Jordan Standard that can add to the organization and then to support our values.) - Why is the first line of <i>The Spirit</i> the most important? What is a common ideal? (Our Fundamental Purpose) 	V	Magister
20 min	Constantine Chapter	<ul style="list-style-type: none"> • Using V-7, review what they learned about the final historical piece and demonstrate where the Constantine Chapter falls on our Historical Timeline. • Using V-8, ask the following review questions: <ul style="list-style-type: none"> - What is the significance of the formation of the Constantine Chapter? (Dixon wanted to preserve the Fraternity, the brotherhood, and, in his mind, there were no north or south boundaries in Sigma Chi.) - How did the actions of Dixon demonstrate Fidelity? (He kept a record of all Sigma Chis in the area and felt it was important to preserve it.) - Dixon felt Sigma Chi crossed the lines between the North and South. Why? - Why do you think the Constantine Chapter dissolved after the war? - Is there a situation where this could be repeated today? 	V	Magister



V-9

The Man in the Glass by Peter Dale Wimbrow Sr. (1895-1954)

When you get what you want in your struggle for self
And the world makes you king for a day
Just go to the mirror and look at yourself
and see what that man has to say.

For it isn't your father, or mother, or wife
Whose judgment upon you must pass
The fellow whose verdict counts most in your life
Is the one staring back from the glass.

He's the fellow to please – never mind all the rest
For he's with you, clear to the end
And you've passed your most difficult, dangerous test
If the *man in the glass* is your friend.

You may fool the whole world down the pathway of years
And get pats on the back as you pass.
But your final reward will be heartache and tears
If you've cheated the *man in the glass*.

PREPARATION FOR BROTHERHOOD

V-10

AAR (After Action Review)...

WHAT... was your reaction to this activity?	SO WHAT... is important for each member to remember?	NOW WHAT... do you plan to do...
-------------------------------------------------------	----------------------------------------------------------------	--------------------------------------------

PREPARATION FOR BROTHERHOOD

V-11

Thought Questions

- What is different from your expectations at the beginning of pledgship?
- So What enlightenment have you experienced about yourself and any observations with others in your pledge class?
- Now What do you plan to do with this enlightenment?

PREPARATION FOR BROTHERHOOD

V-12

What's Next...

- Have **daily discussions** with Your Big Brother.
- Spend time **applying** what you have learned and journaling in your *Norman Shield*.
- Attend all **Ritual Bridge** activities.

And then...
Anticipate Your Initiation.

PREPARATION FOR BROTHERHOOD

V-13

Ritual Bridge Logistics

Ritual Bridge

SESSION 1: WEDNESDAY

- The RBCs

SESSION 2: THURSDAY

- Seven Candles
- Library Exercises – Final Candle Pass
- Closing Magister Speech

SESSION 3: FRIDAY

- Candidates' Dinner
- Candidates' Letter to the Chapter
- Ceremonies of Initiation Begin

PREPARATION FOR BROTHERHOOD

V-14

Guidelines for What is to Come . . .

Magister to add details

PREPARATION FOR BROTHERHOOD

V-15

Before Friday night of the Ritual Bridge:

- Write a Letter to the Chapter entitled "What the Sigma Chi Fraternity Can Expect From Me as an Active and as an Alumnus."

1. Record it on pages 206-207 of your *Norman Shield*.
2. Be specific. Don't just say you will live up to the ideals of Sigma Chi. Describe specifically **HOW** you will do this. For example, if you aspire to be Consul some day, explain why and describe the qualities you possess.
3. Discuss ways you think you can improve the **Friendship, Justice and Learning** of the chapter.
4. This essay has nothing to do with whether or not you will be initiated.
5. Sign the letter. **Bring your Norman Shield containing this letter with you to our next meeting.**

APPLICATION

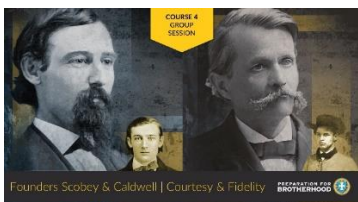
PREPARATION FOR BROTHERHOOD

V-16

Questions?

PREPARATION FOR BROTHERHOOD

V-17



V-18

Time	Topic	Instructional Outline	Tools	Inst
2 min	Reflections	<ul style="list-style-type: none"> • Using V-9, introduce the segment entitled “Reflections” • Explain to the group that it has been a month since they wrote about 3 questions on Page 50 of the Norman Shield. You actually wrote about them twice. Your initial answers were before any enlightenment about yourself or the Fraternity. • The second time was after a self-evaluation activity called The Man in the Glass. 	V Norman Shield	Magister
3	Man, in the Glass	<ul style="list-style-type: none"> • Show V-10. Read the Man in the Glass • This activity allowed you to think about who you are as a man. Before you can know others, you need to know yourself. This was a step towards your enlightenment. • 	V	Magister
30	AAR by candlelight	<ul style="list-style-type: none"> • Project V-11, during the After Action Review (AAR), ask them: • Project V-12. What is different from your expectations at the beginning of pledgeship? • So what enlightenment have you experienced about yourself and any observations with others in your pledge class? • Now What do you plan to do with this enlightenment? • Magister should close the AAR by discussing his P4B experience and how it allowed him to become enlightened by the opportunities presented to him within Sigma Chi. 	V	Magister
5 min	Next Steps	<ul style="list-style-type: none"> • Using V-13 remind them of what is next. • Read Chapter 9 in the Norman Shield. 	V	Magister
5 min	Final Steps	<ul style="list-style-type: none"> • Using V- 14, explain the purpose of the Ritual Bridge. Review the schedule for Wednesday, Thursday and Friday nights. Discuss the appropriate attire for each of the meetings and inform the pledges that they will be sleeping over as a group on Friday night before Initiation. • Using V-15, briefly describe the logistical details for the following week without providing specifics related to activities associated the Ceremonies of Initiation. 	V	Magister
5 min	Assignment	<ul style="list-style-type: none"> • Using V-16, describe their final P4B assignment. Ask them to write a letter to the Chapter detailing “What the Sigma Chi Fraternity can expect from me 	V	Magister

		<p>as an active and as an alumnus; what I can expect from the Fraternity; and what I can expect from myself”</p> <ul style="list-style-type: none"> • To help them with this assignment, direct them to the questions on page 204 - 205 in the Norman Shield. • In writing their letter, ask them to incorporate their vision regarding what they aspire to achieve and detail their goals outlining how they plan to achieve their vision. Be specific. • Tell them they can write this letter either in the first person (to the chapter) or in the third person (to themselves). • Challenge them to reach for the sky. They have unlimited potential and we are here to help them develop it. Make sure that they understand that this letter will be read to the chapter later in the week. 		
5 min	Questions	<ul style="list-style-type: none"> • Announce that there will be no literary exercise or candle pass tonight due the additional meetings with the Ritual Bridge sessions. • Answer any questions (V-17 and 18). Remind them of the time and date for the beginning of the Ritual Bridge. Remind them to bring their Norman Shield to the next session. 	V	Magister



Ritual Bridge Activities



The RBCs

Purpose:

The purpose of this activity is to provide an opportunity for the pledges to:

- Connect all the learning that has occurred during their P4B educational experience,
- Participate in Guided Journaling

Duration:

60 minutes

Chapter Members Involved:

Magister

Materials:

- LCD Projector/Computer/Remote Mouse
- Sound Enhancement System
- The RBCs PowerPoint file (Available for downloading from your Magister Workspace.)
- A copy of *The Norman Shield*

Advance Preparation:

- Remind pledges to bring their copy of *The Norman Shield*.
- Arrange for the required audio-visual equipment.
- Reserve an appropriate room.
- Load the power point onto the computer.
- Rehearse the presentation **thoroughly**.
- Watch Simon Sinek's "Start with Why" TED Talk online.

RITUAL BRIDGE

The RBCs

PREPARATION FOR BROTHERHOOD

V-1

Purpose of This Activity

- Connect all of the learning that has occurred during your P4B experience.
- Participate in **Guided Journaling**.

PREPARATION FOR BROTHERHOOD

V-2

All honor to his name.

62nd Grand Const. of the Grand Council of the Sigma Chi Fraternity
Douglas R. Carlson
 MINNESOTA 1973
 Sept. 23, 1951 to Aug. 29, 2017

"Our quest in Sigma Chi inspires us to a greater role in life. Sigma Chi is about being on an upward path – it's not about maintaining".

V-3

The Golden Circle

What is your result. What you do. Proof. The products, features or benefits you offer others.

Why is your purpose. Your motivation. What you believe. Who you are on the inside.

How is your process. Specific actions taken to realize your Why.

WHAT
 HOW
 WHY

ΣΧ

V-4

Mission & Vision

Our Vision:
 To be the preeminent leadership and character development brotherhood benefiting our members throughout life.

Our Mission:
 To develop values-based leaders committed to the betterment of character, campus, and community.

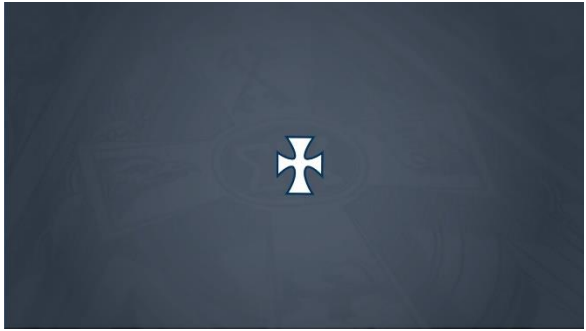
Why?

V-5

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5	Introduction/ Center Piece	<ul style="list-style-type: none"> Using V-1, V-2, introduce the purpose of the activity. <ul style="list-style-type: none"> Connect the concept of Ritual from Chapter 9 of the Norman Shield to your P4B experience and your experience with the chapter. Participate in Guided Journaling. 	V	Magister

Time	Topic	Instructional Outline	Tools	Inst
5 min	The Why	<ul style="list-style-type: none"> Advance to V-3. Past Grand Consul and Grand Historian Douglas Carlson once said that “Our quest in Sigma Chi inspires us to a greater role in life. Sigma Chi is about being on an upward path – it’s not about maintaining”. In order to continue on an upward path, it’s necessary for us to understand ‘WHY’ we are on the path in the first place and to connect that ‘WHY’ to ‘HOW’ we operate and ‘WHAT’ we do as a fraternal organization. Advance to V4. Simon Sinek in his TED Talk refers to The Golden Circle. There are 3 components of this Circle. The outer circle is the easiest. It is what we do. As you move inward, the next is a bit harder; how we go about doing what we do. But the center is the hardest of define. Why we do something or why we exist. Commonly, most organizations work from the outside in, but Sigma Chi works from the inside out. All organizations know WHAT they do. In Sigma Chi, our WHAT is found in our vision statement: (V5) To become the preeminent collegiate leadership development organization - aligned, focused and living our values Most organizations know HOW they accomplish this vision. In Sigma Chi, this is found in our mission statement: To develop values-based leaders committed to the betterment of character, campus and community. Few organizations know their WHY. What’s their purpose, their cause and belief. WHY do they exist? Tonight, we want to connect you with the WHY of Sigma Chi (the core tenets of its Ritual). Through this, you will align your vision with our HOW (through Sigma Chi’s Brotherhood), and WHAT (our Culture or what others see). Hence, the RBCs of Sigma Chi. 		



V-6



V-7

5	The White Cross	<ul style="list-style-type: none"> • (V6) Advance to the center of the puzzle with the White Cross (no words should be present on the puzzle piece) Paraphrase: • What do we mean by the WHY of Sigma Chi? What is our purpose as an organization? For Sigma Chi, its WHY are the ideals that serve as the foundation of the Ritual. • Think about how the events of 1855 resulted in the formation of the Fraternity, the personalities of those that broke away, and how they worked together to create something different, something they felt should represent how one should be treated and how one should lead their life. Let’s review: • The Founding of the Fraternity was the result of a dispute of what? (Merit vs Loyalty; recap the Founders’ split from Delta Kappa Epsilon.) • The six members broke away from DKE to form their own organization and immediately recruited another member to help them compensate for their organizational shortcomings. • As a result of the dispute and separation, they chose the White Cross as their symbol and formulated the Three Great Aims of the Fraternity as stated in their Preamble to the Constitution and in their Ritual. It is the basis for everything which followed. What are those three Great Aims? • Advance to (V7) to reveal the words Friendship Justice and Learning • The fundamental purpose of the Sigma Chi International Fraternity is the cultivation, maintenance and accomplishment of the ideals of friendship, justice and learning within its membership. This is our WHY, the core components of our Ritual! Ritual is something we do every day, not in secret, but how we live it around others and in the community. • Paraphrase: So, as we see, the Fraternity’s fundamental purpose emerged from the Founders’ experience. • Possess a lifelong commitment to achieve true friendship, to seek equal justice for all, and • “To establish learning as a lifelong goal of all of its members” They symbolized with their choice of the White Cross by the inspiration of Constantine’s vision. However, only as the ideals for which this badge stands takes possession of my heart and become exemplified in my life, will I ever know the deepest meaning of the White Cross of Sigma Chi. • ASK: What have you learned about Sigma Chi during the P4B program that demonstrates Sigma Chi’s continuing commitment to these Three Great Aims? Where do you see the members and organization putting these aims into action? • Moving Forward: We know successful organizations move from the inside out – starting from their WHY, starting from our Ritual. As we move forward, look for ways Sigma Chis’s WHY is reflected in HOW we operate and WHAT we do. 	V	Magister
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V-9

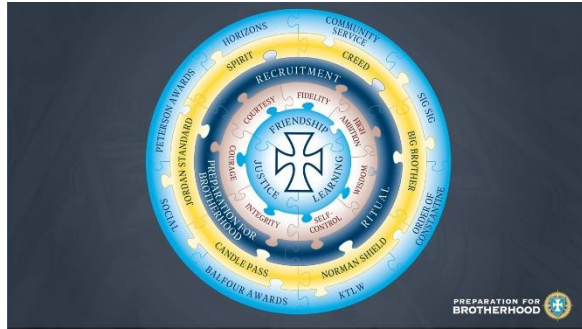


V-10

5	Values Layer	<ul style="list-style-type: none"> • Advance V-9 to reveal the next layer of puzzle (Seven Values). • Paraphrase: <i>As a result of these principles, these seven men committed to a set of values that guided their lives and supported the Three Great Aims. To help us understand these values and the lives of the Founders, we linked the two in order to explore them both together.</i> <ul style="list-style-type: none"> - <i>Look at how the values align with each of the principles (e.g., Friendship – Courtesy and Fidelity; Justice – Courage and Integrity; Learning – Wisdom and Self-Control. High Ambition applies to each of the three principles).</i> - <i>During P4B you learned what it was about each of the Founder’s lives that led us to associate him with a specific one of these values.</i> - <i>So in review: Our WHY in Sigma Chi is to live a life of Friendship, Justice and Learning and we use the Seven Values as pillars to support those principles. This is symbolized by the White Cross of Sigma Chi.</i> 	V	Magister
Time	Topic	Instructional Outline	Tools	Inst
5 min	Recruitment P4B Ritual	<ul style="list-style-type: none"> • Advance V-10 to reveal the next layer of the puzzle (Recruitment, P4B, Ritual). Paraphrase: <ul style="list-style-type: none"> • <i>We now move from the WHY of our Fraternity to the HOW we accomplish our WHY. You’ll recall our mission Statement: To develop values-based leaders committed to the betterment of character, campus and community. What does this look like in Sigma Chi?</i> • <i>First it begins with finding the right men and preparing them for a lifelong devotion to our cause. Preparing them to pledge themselves to our WHY.</i> • <i>We accomplish this first with our Mission 365 Program. We are constantly and diligently searching for men who embody our values.</i> • <i>Once pledged, the men complete our Preparation for Brotherhood, where they’re exposed to our WHY both in word and deed of the chapter. These are our principles and values. Any action on the part of the chapter which contradicts our WHY compromises the mission of P4B and inevitably leads to an apathetic and divided chapter.</i> <p><i>Finally, pledges are exposed to our Ritual, which is intended to inspire a lifelong commitment to our cause. All of this is exemplified by the brothers of the chapter through living our values every day.</i></p>	V	Magister



V-11



V-12

5	Spirit Creed Standard Candle Pass ETC	<ul style="list-style-type: none"> • Advance to (V11) to reveal the next layer of the puzzle (Spirit, Creed, Standard, Candle Pass, Norman Shield, Big Brother) • We now understand the programs of HOW we preserve our WHY (Recruitment, P4B and the Ritual), but how do we tangibly place our HOW in the hands of our members? HOW does Sigma Chi live out Friendship, Justice and Learning in our organization? (elicit answers) • First, we have our public documents. The Standard sets forth the minimum criteria for men we think worthy of our lifelong pursuits. The Sigma Chi Creed is our statement for all to see of HOW we intend to exemplify Friendship, Justice and Learning in our interactions with others. The Spirit of Sigma Chi is a synopsis and reminder of the value the Founders placed on genuine friendship and justice and a reminder that different temperaments, talents and convictions is welcomed among men who share a common belief in an ideal. • Next, we have the Norman Shield. Published continuously since 1929, this has been the reference manual for Sigma Chis everywhere. Sigma Chi believes the wisdom of our organization should be readily available to its members and anyone else curious as to what a life in pursuit of an ideal can look like. • Both the Big Brother program and the Candle Pass at your pledge meetings is designed to develop and deepen the bonds of friendship between you and other members of the Fraternity. 	V <i>The Norman Shield</i>	Magister
10	Horizons Peterson Awards KTLW Balfour Awards Horizons	<ul style="list-style-type: none"> • Advance to (V12) to reveal the next layer of the puzzle (Horizons, community service, social, Peterson Awards, KTLW, Balfour Awards, Significant Sigs, Order of Constantine) • Finally, we reach the outer layer of our puzzle where we see WHAT Sigma Chi does. It's in this ring where we execute our vision statement: To become the preeminent collegiate leadership development organization - aligned, focused and living our values • These are some of the most outwardly visible signs of our values-centered living • Horizons Program – Every year we send 240 undergraduates to Snowbird, Utah, to develop their leadership and life skills • Krach Transformational Leaders Workshop (KTLW) – Every summer Sigma Chi operates a leadership experience for more than 1,500 of our undergraduate brothers. • We established the Peterson Significant Chapter Award to recognize excellence in our undergraduate chapters. Again, this isn't our WHY, but one of many WHATs we do in Sigma Chi. • We have awards like the International Balfour Award, Order of Constantine and Significant Sig not to attract men to our order but to recognize the brothers who have lived our values brightly and brilliantly. • We have a lot of fun and creative social events which highlight our friendship and create a welcoming environment for guests. • For many people, the WHAT is all they will ever see of Sigma Chi. It's not a bad vision, per se, but it is a limited vision. Where chapters fail is in only showing the WHAT of Sigma Chi. They will promote the social side and fail to mention (or even believe) that the social side of the Fraternity should be a natural extension of the celebration of our brotherhood instead of a means to find the brotherhood. 	V	Magister

GUIDED JOURNALING Page 200-201

The RBCs

Thought Questions

The Norman Shield

You will have 5 minutes to journal your thoughts about the Thought Questions listed. Then, we will discuss your perceptions.

V-13

The RBCs

Thought Questions

04:59

V-14

PREPARATION FOR BROTHERHOOD

V-15

“Each time a man stands up for an ideal, or acts to improve the lot of others, or strikes out against injustice, he sends forth a tiny ripple of hope, and crossing each other from a million different centers of energy and daring, those ripples build a current that can sweep down the mightiest walls of oppression and resistance”

- Robert F. Kennedy

V-17

Guidelines for What is to Come . . .

Magister to add details

PLEDGE BROTHER

V-18

RITUAL BRIDGE

The RBCs

PREPARATION FOR BROTHERHOOD

V-19

Time	Topic	Instructional Outline	Tools	Inst
20 min	Guided Journaling	<ul style="list-style-type: none"> Project V-13 and introduce the guided journaling activity. Paraphrase: <i>In a moment, we will ask you to journal your thoughts about what has inspired you most during your P4B experience. Open your Norman Shield to the pages indicated on the visual. You will see the puzzle illustration we just discussed on these pages. Thought questions have been provided to guide your journaling reflections. Take 5 minutes to jot down your thoughts about the questions on this page. Then, we will take some time to discuss/summarize your perspectives.</i> When you are ready, click the timer icon on V-14 and an automatic five-minute timer will begin. Call time at the end of five minutes (or sooner if you believe the group has finished their journaling early). Discuss their perspectives to the first four questions. Hold off discussing the last two questions which will be discussed later during a Candle Pass. Try to limit your discussion to 5 minutes per question. 	<i>Norman Shield</i> V	Magister

Time	Topic	Instructional Outline	Tools	Inst
2	Conclusion	<ul style="list-style-type: none"> Paraphrase and project V-15: <i>Up to this point, everything has been directed towards you – learning about the Fraternity, the organization, the chapter, and the brothers. Once you have gone through Initiation, the Ritual and have learned its meaning, it will be time to change that focus from you toward others - to live your life according to our Principles and Values. This will impact the world.</i> <i>Robert Kennedy said: (V-16)</i> “Each time a man stands up for an ideal, or acts to improve the lot of others, or strikes out against injustice, he sends forth a tiny ripple of hope, and crossing each other from a million different centers of energy and daring, those ripples build a current that can sweep down the mightiest walls of oppression and resistance.” Project V-17. I leave you with these questions to contemplate: Are you prepared to commit yourself to the ideals of Sigma Chi? What will our chapter, school and community look like with your commitment? Provide information about the time/location of the next Ritual Bridge activity (V-18 & V-19). 	V	Magister



Ritual Bridge Activity: Seven Candles

Purpose:

This exercise is designed to allow pledges an opportunity for self-reflection and self-evaluation against the values which Sigma Chi holds dear. It provides an opportunity to look at ourselves honestly and humbly, so that we might be a credit to our Fraternity. Remember, these values can and should be sought after, but striving to obtain them will become a life-long journey.

Duration:

40 min.

Chapter Members Involved:

One reader (see options below where more than one reader is needed)

Materials:

- Seven LED Candles (for each table used in the room, so if you have 10 tables, you will need 70 candles)
- Seven Values Cards (download from the Magister Workspace)
- Table(s)
- White table cloth

Advance Preparation:

1. Place the table cloth on the table(s).
2. Arrange seven candles in semicircular fashion with a value card placed in front of each candle.
3. Place the reader out of sight of the pledge(s).
4. Provide the reader with the script. (Available on the Magister Workspace)
5. Like the Man in the Glass, there are several options to conduct this activity in order to limit the time required to complete it.

Option 1 (preferred to reduce the time to conduct the activity)

Optimal Approach – Complete with the entire pledge class in the room

- In order to save time, you may wish to conduct this activity as a group. Select a big enough room in the chapter house or on campus that will accommodate the pledge class or a maximum number of pledges as possible and have multiple stations set up in one large room.
- Lead the pledges into the dimly lit room with their eyes closed.
- Once at their stations, have each pledge keep their eyes closed. He should be standing at a station where he is facing the wall.
- There should be a small table with the seven candles and seven values printed on a card out in front of him but should not be able to see any other pledge in the room once his eyes are open.
- The Magister or brother reading the activity should be in the center of the room.
- Once the reader is ready, he asks the pledges to open their eyes, sits down, and allows a few moments for them to adjust.
- The reader proceeds with reading the activity slowly and clearly for all to hear.
- Once the reading is completed, the reader asks the pledges to stand and close their eyes.
- Then a brother escorts them out of the room.

Option 2 (second choice if unable to secure a large room)

Accelerated Approach – Complete with a maximal amount of pledges in each room

- Arrange for 2 rooms or more and split the pledge class equally into each room and run simultaneously to save time.
- Follow the rest of the preparation procedures as described above.

Option 3 (Depending on the number of rooms and the size of the pledge class, this option may take a long time to conduct.)

Single Pledge Approach – Complete separately for each pledge

- Arrange for multiple rooms if possible so the activity can be performed simultaneously. The reading, which is done standing behind the pledge, can be conducted by the Big Brother or any designated brother.
- Each room should be prepared with a table covered with a white table cloth. A chair placed in front of the table.
- There should be a small table with the seven candles and seven values printed on a card out in front of him.
- Have the Big Brother bring in the pledge with his eyes closed and place him in front of the chair. Have the Big Brother stand behind the pledge and ask him to open his eyes and be seated. Once completed, have the Big Brother read the activity slowly and clearly
- If there are pledges waiting for the activity to begin for them, have them complete their Journaling on page 204 – 205 in the Norman Shield.
- Once completed, return to their Group Session room for their AAR conversation with their Magister.

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5 min	Introduction	<ul style="list-style-type: none"> Ask pledges to gather outside the meeting room. When you are ready, the pledges should be asked to close their eyes and are escorted into the activity room to chairs in front of the table. The Magister or Brother reading the activity will ask them to open their eyes. Reader's Script: <i>In front of you are seven values ... values which, by our standards in Sigma Chi, represent characteristics that will lead one's life on a path of purpose and positive direction. You must now evaluate yourself in terms of these values. The following questions are for you to silently evaluate yourself. At no time should you attempt to answer aloud. Turn the first candle on.</i> 	Seven Candles Seven Values Cards Script Tablecloth	Magister and Reader
30 min	Experiential Activity-Seven Candles (Cont.)	<ul style="list-style-type: none"> Pause while the candle is lit, and then proceed to read Courage. Courage: Being willing to stand up for what you believe in; accepting the consequences of difficult choices and decisions. <i>Have you ever been afraid to admit that you were wrong? Have you ever or been afraid to tell someone you loved them? Have you ever avoided a task because it was difficult or uncomfortable? Have you ever been afraid to tell the truth to anyone? To yourself?</i> Pause for about 5 seconds to allow time for reflection. "Illuminate" the next candle and pause until lit. Wisdom: Seeking knowledge, understanding what is learned and then applying these lessons to life situations and circumstances. <i>Do you just really study for a grade? and Do you honestly try to understand those materials that are now part of your professional preparation? Has experience kept you from making the same mistake twice? Do you try to help others that come after you in your classes, offices, or other experiences?</i> Pause for 5 seconds then "illuminate the next candle." Pause until lit. 	Seven Candles Tablecloth Seven Values Cards Script	Magister and Reader

Time	Topic	Instructional Outline	Tools	Inst
30	Experiential Activity-Seven Candles (Cont.)	<p><i>Integrity:</i> Being truthful, just and having a high sense of honor in all areas of life, regardless of the presence or absence of others. <i>Are you a man of good morals? Are you sincere in your interactions with others or are you many times superficial? Have you ever lied? Are you proud of all your actions?</i></p> <p>Pause for 5 seconds then “illuminate the next candle.” Pause until lit.</p> <p><i>High Ambition:</i> Exhibiting energy and motivation to every task, every day. Aspiring for something better and reaching beyond your grasp. <i>Are your goals the very highest they can be? Or do you just do what will get you by? Do you strive 100 percent for an A on every exam or have you often settled and been happy with a B? Are you all that you can be?</i></p> <p>Pause for 5 seconds then “illuminate the next candle.” Pause until lit.</p> <p><i>Self-Control:</i> Being pure and noble in thoughts and actions and being able to approach life’s circumstances and temptations with restraint. <i>Have you ever lost your temper? Have you ever said something and later regretted saying it? Have you ever acted in such a way that later you were ashamed of it? Are you often influenced by others knowing it may be detrimental?</i></p> <p>Pause for 5 seconds then “illuminate the next candle.” Pause until lit.</p> <p><i>Courtesy:</i> Showing politeness and manners in one’s attitude and behavior toward others – being respectful in nature and loyal in friendship. <i>Are you kind and congenial to the people you meet? Do you go out of your way to help others? Do you greet people with a smile and a friendly hello? Have you ever been hateful or deceitful to someone you loved?</i></p> <p>Pause for 5 seconds then “illuminate the next candle.” Pause until lit.</p> <p><i>Fidelity:</i> Remaining true to principle, loyal and faithful to a higher power, whether it be a chapter, state, nation or Supreme Being <i>Do you stand up for what you believe in? Have you ever remained silent just to avoid being different from all the rest? Have you ever talked behind someone’s back? Do you live your values every day?</i></p>	<p>Seven Candles</p> <p>Seven Values Cards</p> <p>Script</p> <p>Tablecloth</p>	<p>Magister and Reader</p>

Time	Topic	Instructional Outline	Tools	Inst
30	Experiential Activity-Seven Candles (Cont.)	<ul style="list-style-type: none"> Following the exercise, the Magister concludes by saying: Paraphrase: <i>This exercise was designed to provide you with an opportunity to evaluate yourself and to look inside your heart. Unfortunately, many of us do not set aside time for honest, humble self-evaluation or actually take the time to think about these values and how they can be helpful as a positive force in our lives and the lives of others.</i> <i>This exercise is meant to aid you in your own personal growth so that you might better be a credit to our Fraternity. Remember, these values can and should be sought after, but this will be a lifelong endeavor.</i> 	Seven Candles Tablecloth Seven Values Cards Script	Magister and Reader
60 min	Final Candle Pass	<ul style="list-style-type: none"> The lights should be dimmed, a candle lit, and everyone should be silent for the Final Candle Pass. Introduce the activity and explain the focus of tonight's exchange. Project V-14 and ask each pledge to describe the most important thing they have learned about themselves, and how their pledge brothers/active members have inspired them during this pledge period. Depending on the size of your group, we suggest you provide a time limit for individual comments. The Magister should go last and describe how this pledge group has inspired him to live a values-based life. 	Flameless Candle	Magister
10 min	Magister's Closing Speech	<ul style="list-style-type: none"> Magister reads or says slowly: <i>I am gratified to have had the opportunity to guide you toward your goal of Initiation. The rewards you have given me are intangible and are more significant than any tangible gifts a person could receive. Learning to teach as well as being taught and most importantly, learning to appreciate your friendship and anticipate sharing Sigma Chi's bond of Brotherhood with you. For these things and many others which are impossible to express, I can at best only offer my thanks to you.</i> 		Magister

Time	Topic	Instructional Outline	Tools	Inst
		<p><i>Your Preparation for Brotherhood period is just about over. Remember, though, you're learning in Sigma Chi has only just begun. Throughout the Preparation for Brotherhood program, we have attempted to prepare you for Initiation, but, in the final analysis, only you, each of you individually, will determine your worth to Sigma Chi.</i></p> <p><i>I would like to reassure you that every assignment and activity in P4B had a definite purpose: to mentally prepare you for what will be, hopefully, one of the most meaningful and rewarding experiences of your entire lifetime . . . The Ceremonies of Initiation.</i></p> <p><i>This is not to say that you now "have it made," or that it is a downhill path from here on. On the contrary, you will be challenged with difficult, but not impossible tasks.</i></p> <p><i>Your success will depend upon your own dedication —it's up to each of you individually from now on. But we think that you are both worthy and capable of realizing the full meaning of Initiation, and thus you are worthy and capable of accepting the challenges that lie ahead.</i></p> <p><i>If there was ever a time for seriousness, thoughtfulness, productiveness, this is it. Nothing will occur without a purpose nor without a relationship to the ideals of Sigma Chi.</i></p> <p><i>I wish you well and we all hope that you will be found worthy.</i></p> <p><i>May you appreciate the beauty and significance of the ceremonies you are about to experience.</i></p> <p><i>Good luck and Godspeed.</i></p> <ul style="list-style-type: none"> • Explain the time/location of tomorrow's activities and agenda. 		



Ritual Bridge Activity: Letters to the Chapter during the Candidates' Dinner

Purpose:

This activity is the symbolic step just before Initiation. It allows the pledge to share his thoughts on his future with the entire chapter. Not only will this light the spirit of high ambition in the

pledges, it will show the chapter the aspirations of the pledge as he enters Initiation.

Adding a Candidates' dinner to the Chapter Letter activity will bring the entire chapter together to emphasize the chapter's brotherhood. In addition, this activity will have a direct correlation to the first Ceremony of Initiation. As they experience that Ceremony, they will be able to reflect back to this dinner and further understand its meaning.

Duration:

Time is dependent on number of pledges

Chapter Members Involved:

All Chapter members, Big Brothers and guests, if budget allows

Materials:

- Podium
- Dinner Service/Food for the numbers present

Advance Preparation:

The dinner can be organized in a variety of ways dependent on the chapter's situation. It can be formal or informal depending on the finances of the chapter. Ideally, it would be nice to have the dinner at a restaurant or banquet hall where the chapter can have a formal, catered dinner where guests can also attend such as alumni, school officials, sweethearts, parents, or friends. This would require a member of the chapter to set up and coordinate the dinner and make sure the chapter funds are set aside to pay for it. This ideal set up would apply to every chapter regardless of their situation.

The seating arrangement can be determined by the chapter; however, since this is the last time the Big Brother will see his Little Brother as a pledge, it would be nice for them to sit next to each other to allow them to further discuss their letter that was read as well as encouraging words to prepare them for the Ceremonies of Initiation. However, we know that time and finances can be limited, therefore, we have provided other options:

1. *Chapter House with a kitchen*

If the chapter has a house and a cook or if the members themselves normally cook their own meals and there is enough space to hold the entire membership and guests at the house, then the cook and/or brothers can prepare a meal for this event. Make sure the Quaestor has budgeted for this dinner.

2. *Chapter House without a kitchen*

If the chapter house has no kitchen but it is large enough to hold the entire membership and guests, then the meal can be brought to the chapter house. It can either be catered by a restaurant (such as Italian, Asian, Mexican, Pizza, BBQ, etc.) or prepared at one of the member's residences and brought to the chapter house.

3. *No Chapter House*

If there is no Chapter House, then the chapter can get together at any venue suitable for the chapter and their guests to get together and hear the pledge class read their letters as suggested in the first paragraph. This can occur at a restaurant, dining hall, or any other venue suitable for the entire membership to attend and hear what the pledges have written that will determine the future of the chapter. Make sure the Quaestor has budgeted for this event.

In all cases, the event must be alcohol-free.

Setup:

- Determine the budget available for the dinner. Check with your Quaestor.
- Select an appropriate site. (See above.)
- Determine the menu. (See above.)
- Send out RSVP invitations to members/guests. (May be dependent on budget.)
- Determine the numbers attending.
- Order/arrange for food.
- Determine seating arrangements based on room size and layout.
- Select/ask active members to assist in setup and cleanup.
- Remind pledges that they must be wearing their pledge pin for this activity.
- Set up a podium in the front of the dining area.
- Remind the pledges to bring their copy of *The Norman Shield* containing the Chapter Letter they have written. (On page 206 and 207 of their *Norman Shield*.)

During the Candidates' dinner:

- Ask the Consul to welcome all guests and to say the Sigma Chi Grace.
- During or at the conclusion of dinner, ask each pledge to read their letter to the chapter.
- Prior to the beginning of the presentations, the Magister will go to the podium to perform the transition from a Pledge to a Candidate for Initiation.
- Magister's presentation is as follows:
 - *It has been an honor and a privilege to be the Magister for this outstanding group of men. My job was made easy because each and every one of those that accepted our invitation to join our Order met the first step of becoming a member. They all surpassed our minimal criteria that is found in the Jordan Standard. I must first thank our recruitment chair and his team for his organization and the brothers for their steadfast determination to find the best there is on campus. As a result, it made my job easy. As we progressed through the Preparation for Brotherhood program, I watched the transformation of each and every future brother go from what is*

required from the Jordan Standard to embracing those seven values that we continue to strive for in our daily lives. These values that we strive for supports the basis of the Fraternity, which are the Principles of Friendship, Justice, and Learning.

My Brothers, I am confident that our future brothers will embrace the White Cross of Sigma Chi and carry on our legacy and be a credit to our Fraternity.

To my future brothers, you will assume great responsibility when you become a member, it will “require more of you than the world expects of other men” as stated in our Founders Ritual. I look forward to watching your progression and we all will be there to help in any of your endeavors. (applause)

- *At this time, I ask you to remove your pledge pins and give it to your Big Brother. (The Big Brother can hold onto the pledge pin and return it back to his Little Brother after Initiation.)*
- *Congratulations on completing the Preparation for Brotherhood program, you are now a Candidate for Initiation. (The Brothers should applaud to acknowledge this achievement.)*
- *We will now hear how our future brothers plan to continue our legacy here at the _____ Chapter of Sigma Chi through their actions in and outside of the Fraternity. My brothers, listen carefully to see how each of you can help them in their future endeavors. Candidate _____, please come up and present the thoughts you have written.*
- The Magister will continue to introduce each candidate prior to the candidate’s reading of his letter.

Once the readings are completed:

Magister states – Candidates and Brothers, thank you for attending tonight’s dinner. As we heard from our candidates, they have ambitious goals and aspirations. We look forward to seeing their goals and aspiration accomplished with the support and assistance from their Big Brothers and the Chapter. Our future will continue to be bright with the contributions we expect from our candidates. As we near the Ceremonies of Initiation, it is at this point I ask our Candidates to focus on what is about to occur. Think about what you learned from the Preparation for Brotherhood and from the Brothers of the Chapter when you proceed through our Initiation Ceremonies. So at this time, I ask you to no longer have conversations and speak only if you are asked a question or requested to do something. This will allow you to focus on what you have learned and apply it to what you are about to go through. We are excited for what you are about to experience and look forward to calling you our Brothers. Thank You.

Big Brother Program

The Preparation for Brotherhood Program places heightened emphasis and importance on peer-to-peer coaching. The Big Brother will play a variety of roles in the education process of a pledge including: **Guide, Coach, Resource, Role Model, and Advocate. They are an important part of your instructional team.**

Note:

Some chapters have developed different names for the relationship between a pledge and an active member serving as his guide. It is important to make sure that the name we use to describe this relationship is consistent with its intent.

Many chapters use the term *Pledge Father/Pledge Son/Pops/Sono*, or similar designations. This designation has a much different meaning than intended in our fraternal association. It is parental terminology.

The Big Brother/Little Brother relationship is more of a sibling relationship like that of brothers in a family. We are all **brothers (not fathers/sons)** tied together by our Ritual. Therefore, the proper designation should be Big Brother/Little Brother.

Big Brother Selection

The selection of qualified Big Brothers is critically important in the development of your pledges. Selecting the right Big Brother for the right pledge needs to be evaluated carefully and constructively. To assist in the selection of a Big Brother, the following are some suggestions.

Criteria for Selection as a Big Brother

In order to be eligible to be selected as a Big Brother, you must be:

- In good standing academically and financially as a Sigma Chi,
- A positive role model who lives our values,
- Knowledgeable of Sigma Chi's History, Traditions, and Ideals,
- Unequivocally committed to the ideals of Sigma Chi,
- Willing to make the time commitment to meet weekly with their Little Brother during the Preparation for Brotherhood Program.

Not Eligible: Consul and Magister, or any brother who has not yet met his obligation or is not in good standing.

Final decisions about eligibility should be determined by the Magister and the Recruitment Chairman and approved by the Consul (and ratified, if necessary, by the Executive Committee).

Big Brother/Pledge Pairing

Pairing of Big Brothers and pledges is to be done with consideration for the needs of the pledge and the strengths of the member. For example, a pledge with poor study skills could be paired with an honor student, or a pledge might be paired with a chairman of a committee of his interest. With this in mind, matching will be done by the Magister and the Recruitment Chairman. **Big brothers and little brothers are not drinking buddies!**

Each chapter must decide on the specific process your chapter will use to pair Big and Little Brothers.

As a suggestion, some chapters ask the chapter membership during the bidding process to identify the individual who(s) they would like to mentor as a Big Brother. If no one raises their hand, then that person would not receive a bid. This process emphasizes the importance of chapter membership involvement in the recruitment process so that they know potential new members.

Big Brother Role/Responsibilities

The primary role/responsibility of a Sigma Chi Big Brother is to assist the Magister to teach/model the ideals of the Sigma Chi International Fraternity including:

- Assure that their Little Brother develops an acceptable level of understanding of the meaning and significance of each aspect of the chapter's Preparation for Brotherhood Program,
- Deepen their understanding of the meaning, purpose and application of Sigma Chi principles, ideals, and values,
- Introduce and acclimate their Little Brother to chapter life and operations through the ConnΣXtions process, including the role of chapter officers and all individual chapter member obligations,
- See that their Little Brother is incorporated into chapter activities/committees,
- Ensure that their Little Brother is present at all Pledge Group Sessions and required pledge education activities,
- Meet with their Little Brother weekly to review what they have learned about the Fraternity and to assess his progress,
- Oversee their Little Brother's academic performance and introduce him to the academic resources available within the chapter and on campus,
- Assist their Little Brother in managing time so that his academic priorities remain his primary focus,
- Be prepared to work with the Magister to address concerns about any inappropriate behavior on the part of their Little Brother,
- Ensure that their Little Brother is treated in a respectful manner and that his pledge experience is free from hazing,
- Above all, to teach by their example the Fraternity principles, ideals and values that are central to the meaning of the Ritual.

Role in Ceremonies & Activities

Big Brothers will play a role in Preparation for Brotherhood ceremonies including: The Formal Pledging/Big Brother Ceremony, the Reflections Activity in Course 4 Group Session and the Candidates' Dinner.

Big Brother Education

To ensure that all Big Brothers fully understand their role, a variety of tools have been designed which will provide you with instructional support to build the skills in your Big Brothers. This section will provide you with an overview of these tools.

Once Big Brothers have been selected, work with your Chapter Advisor to set up/conduct a Big Brother education session to explain their role, distribute their Big Brother Guide and to answer any questions they may have about the Preparation for Brotherhood process. (A copy of the instructional outline for this session follows.)

Big Brother/Little Brother Follow-up

We suggest that you, as Magister, follow-up regularly with your pledges and your Big Brothers to ensure that the relationship is growing in positive and productive ways for both partners.



Training Session: Big Brother Education

Purpose:

The purpose of this session is to ensure that Big Brothers:

- Understand their roles/responsibilities within the P4B Process,
- Build skills in the areas of coaching/mentoring.

Materials:

- Copies of:
 - Our Preparation for Brotherhood Schedule
 - Big Brother Guide
 - Formal Pledging/Big Brother Ceremony
 - Big Brother Pairings
 - ConnΣXtions Handout
- PowerPoint (Available in either PC or Mac versions from your Magister Workspace)
- Computer/ LCD Projector
- External Speakers
- Remote Mouse

Advance Preparation:

1. Thoroughly review this Leader's Guide and all other instructional materials.
2. Schedule a room in the chapter house or on campus suitable for power point presentation and discussions.
3. Arrange for all necessary audio-visual equipment.
4. Invite Your Chapter Advisor to co-teach with you. Send them a copy of the Big Brother Manual if necessary.
5. Send out a meeting invitation to all Big Brothers. Announce the meeting to the chapter. Post a meeting reminder, if appropriate.
6. If you have not already done so, prepare/duplicate your Preparation for Brotherhood Schedule (Word Template found in your Magister Workspace).
7. Download any resources needed for the session. (See the materials listing above available on the Magister Workspace.)
8. Prepare the visuals that pertain to your chapter's specific processes (e.g. process for making Big Brother Selections/Pairings).

The Day of the Session...

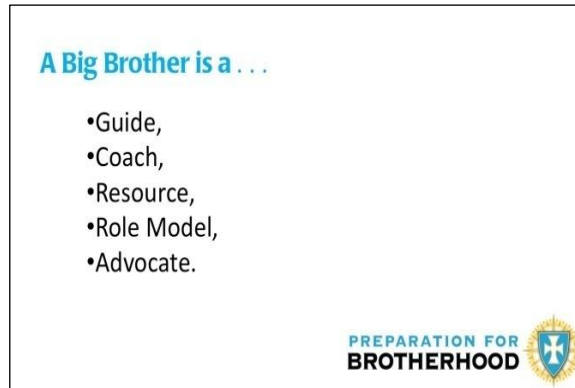
1. Make sure the room is set up to ensure ease of instruction, unobstructed sight lines for visual viewing, and overall comfort of participants. Ensure that there are sufficient chairs for participants, as well as chairs for guests.
2. Make sure the visuals are loaded on your laptop computer and that the LCD projector is focused and functioning properly. Test external speakers (sound levels) and your remote mouse.
3. Ensure you have sufficient printed copies of the handout materials including:
 - a. Preparation for Brotherhood Schedule
 - b. Big Brother Guide
 - c. Formal Pledging/Big Brother Ceremony
 - d. ConnΣXtions Handout
 - e. Big Brother Pairings.
4. Practice the session with your Chapter Advisor.

Summary Outline for Big Brother Education

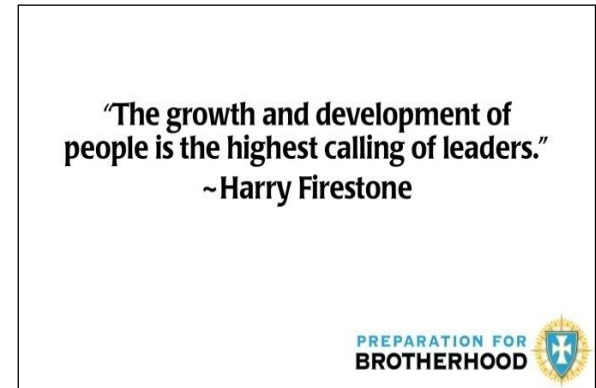
Time	Topic	C	V	Other	Inst
5 min	Welcome		V		Magister, Chapter Advisor
5 min	What is a Big Brother?		V		Chapter Advisor
3 min	Big Brother Selection/Pairing Process		V	Big Brother Pairings	Magister
15 min	Introduction to the P4B Big Brother Process/Materials		V	P4B Process-at a- Glance Handout, Big Brother Guide, ConnΣXtions HO	Magister
5 min	Big Brother Responsibilities		V	Big Brother Guide	Magister
10 min	Your Weekly Role		V	Big Brother Guide	CA
10 min	How the Role of Coach Must Change		V	Big Brother Guide	CA
10 min	Quality Communication		V	Big Brother Guide,	CA
10 min	Asking Questions		V	Big Brother Guide	CA
10 min	Giving and Receiving Feedback		V	Big Brother Guide	CA
5 min	Evaluation		V	Big Brother Guide	CA
3 min	Questions		V	Big Brother Guide	M
5 min	Concluding Charge		V		CA



V-1



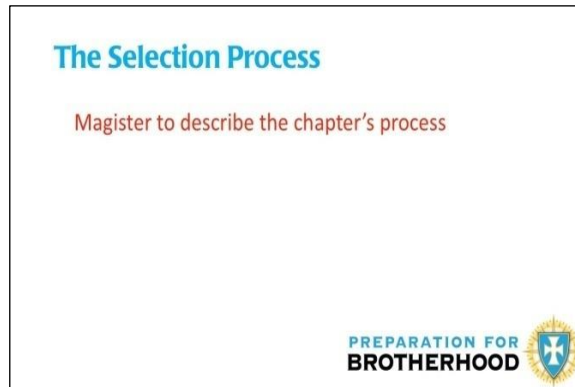
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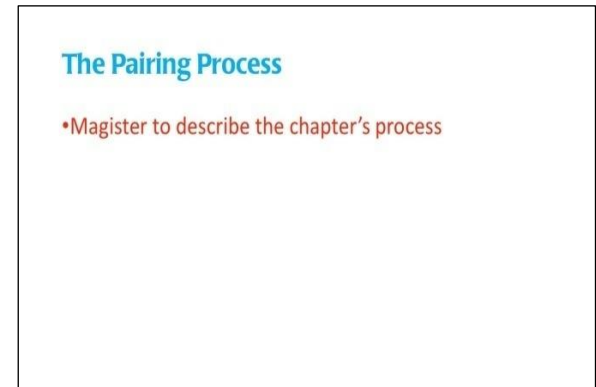
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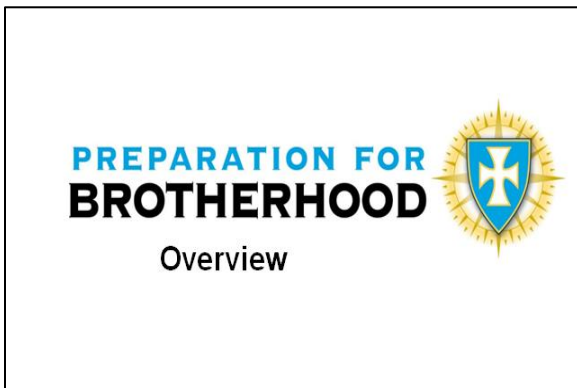
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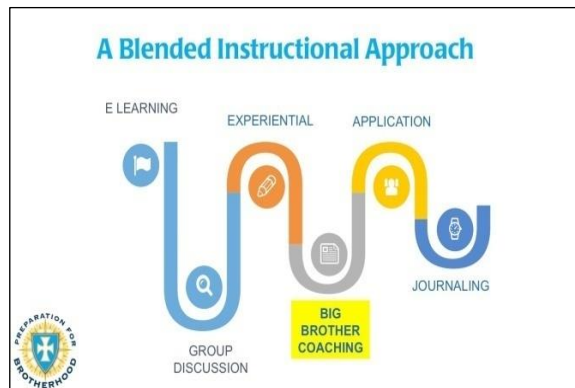
V-5



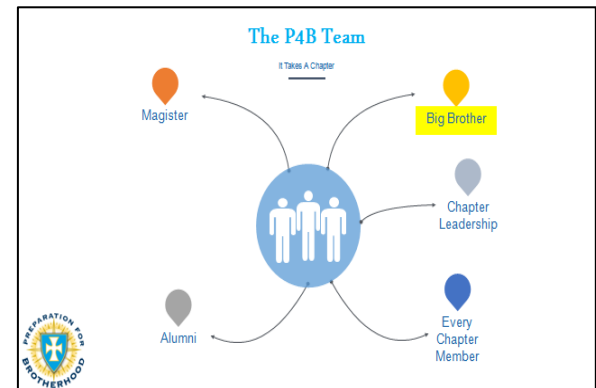
V-6



V-7



V-8



V-9

Detailed Instructional Outline

Time	Topic	Instructional Outline	Tools	Inst
5 min	Welcome	<ul style="list-style-type: none"> Welcome all Big Brothers (V-1). Discuss the importance of their role in the P4B Process. 	V	Magister Chapter Advisor
5	What is a Big Brother?	<ul style="list-style-type: none"> Using V-2, describe the five distinct roles of the Big Brother. Provide insight about how each role differs. (See Big Brother Guide.) Remind them how important the skill of coaching is in the leadership equation (V-3). This coaching relationship will provide them with practice in one of the highest forms of leadership . . . developing others. 	V	Chapter Advisor
5	Big Brother Selection/ Pairings	<ul style="list-style-type: none"> Using V-4, V-5 describe the Big Brother selection criteria/selection process. Then, describe the specific pairing process used by your chapter to select/pair Big Brothers with their Little Brothers (V-6). Distribute a listing of the Big Brother pairings (if available). 	V Big Brother Pairings	Magister
15	P4B Process/ Materials	<ul style="list-style-type: none"> Provide an overview of the P4B Program (V-7) including: <ul style="list-style-type: none"> The Blended Instructional Approach (V-8) The Team involved in Pledge Education (V-9) The Instructional Tools (V-10) Weekly Learning Components (V-11). 	V P4B Process-at-a-Glance Big Brother Guide ConnΣXtions HO	Magister

PREPARATION FOR BROTHERHOOD

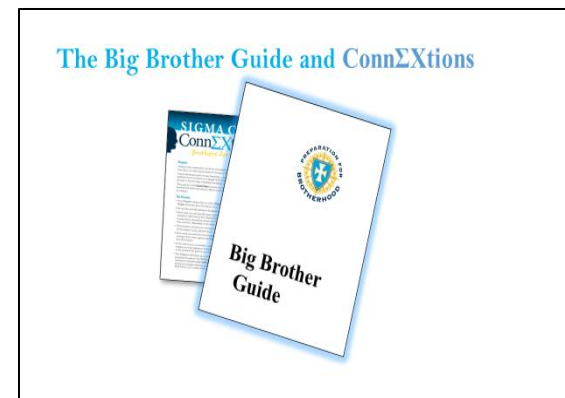
Process-At-A-Glance

Phase	Content	Concept	Wisdom & Integrity	High Ambition & Self Control	Courtesy & Fidelity
Pre-Initiation Meeting	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual
Initiation	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual
First Learning Experience	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual 	<ul style="list-style-type: none"> 1) Introduction 2) Purpose 3) History 4) Values 5) Ritual

V-11



V-12



V-13

Big Brother Role/Responsibilities

The primary role/responsibility of a Sigma Chi Big Brother is to assist the Magister teach/model the ideals of the Sigma Chi International Fraternity including:

- Assure that their Little Brother develops an acceptable level of understanding of the meaning and significance of each aspect of the chapter's Preparation for Brotherhood Program,
- Deepen their understanding of the meaning, purpose and application of Sigma Chi principles, ideals, and values,
- Introduce and acclimate their Little Brother to chapter life and operations through the ConnXtions process, including the role of chapter officers and all individual chapter member obligations,
- See that their Little Brother is incorporated into chapter activities/committees,
- Ensure that their Little Brother is present at all Pledge Meetings and required pledge education activities,
- Meet with their Little Brother weekly to review what they have learned about the Fraternity and to assess his progress,
- Oversee their Little Brother's academic performance and introduce him to the academic resources available within the chapter and on campus,
- Assist their Little Brother in managing time so that his academic priorities remain his primary focus,
- Be prepared to work with the Magister to address concerns about any inappropriate behavior on the part of their Little Brother,
- Ensure that their Little Brother is treated in a respectful manner and that his pledge experience is free from hazing,
- Above all, to teach by their example the Fraternity principles, ideals and values that are central to the meaning of the Ritual.
- And ...

PREPARATION FOR BROTHERHOOD

V-14

And ...

you now have an **expanded role** in the **Formal Pledging/Big Brother Ceremony**.

V-15



V-16



V-17

Time	Topic	Instructional Outline	Tools	Inst
15	P4B Process/ Materials (Cont.)	<ul style="list-style-type: none"> Distribute a copy of the Preparation for Brotherhood Schedule for your chapter (V-11). Explain the dates of all events including: <ul style="list-style-type: none"> Formal Pledging/Big Brother Ceremony (their role) First Big Brother Meeting with Little Brother Candidates' Dinner (their role) Planned Initiation (their Involvement). Using V-12, explain the major components of each Course of the P4B program as well as the time commitments associated with each component. Emphasize the importance of the weekly meetings with the Big Brother. Distribute a copy of the Big Brother Guide (V-13) and the ConnΣXtions Handout. 	V P4B Schedule Big Brother Guide ConnΣXtions	Magister
10	Your Responsibilities	<ul style="list-style-type: none"> Review the Big Brother Responsibilities. (V14) Explain their role in the Formal Pledging/Big Brother Ceremony. (V-15) Discuss the Weekly Discussion outlines that have been prepared for them. Refer them to that section of their Big Brother Guide(V-16). Allow them a few minutes to review the outlines and to ask questions. Using V-16, point out each of the components of the Weekly Discussion Outlines: Course Objectives, Big Brother Role, Discussion Topics, and Possible Activities. Remind them that they will need to be prepared each week to answer the questions their Little Brother might have. 	V Big Brother Guide	Chapter Advisor
10 min	The Role of the Coach Must Change	<ul style="list-style-type: none"> Using V-17, explain that the role of an effective coach must change as the relationship matures. Review the four phases of the coaching process as described in their Big Brother Guide and the subtle changes in their coaching behaviors that must occur at each phase: <ul style="list-style-type: none"> Phase 1: Guide Phase 2: Coach/Role Model Phase 3: Resource/Advocate Phase 4: Evaluate <p>In each subsequent phase, the Big Brother must allow their Little Brother to gradually take on more responsibility for their own learning.</p> <ul style="list-style-type: none"> Discuss why these coaching behavioral changes are so important to the overall growth of the pledge. 	V Big Brother Guide	Chapter Advisor

All of This Happens Through ...

Quality Communication




V-18

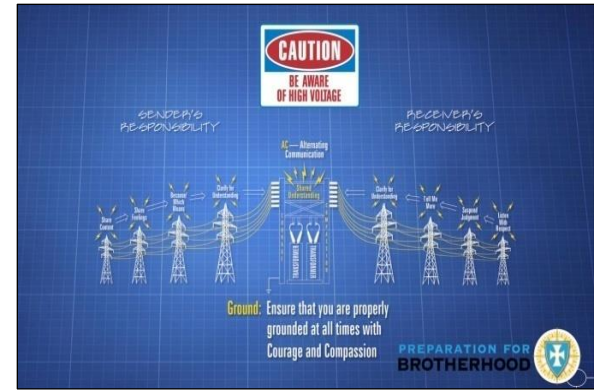

Communication is ...

a process by which a **sender** and a **receiver** exchange ideas, thoughts, and feelings.

Every message contains content **and** feelings.



V-19

V-20

Communication Reminders:



- Suspend **judgment** and **knowing**.
- Maintain a mindset of **curiosity**.
- Do not rush to **action** . . . take time for exploration.
- Resist giving **advice**. Even if asked . . . don't take the bait.



V-21

The Ideal Percentages

Your Little Brother should be talking at least **75 percent** of the time.

V-22

You Should Progressively Ask More Questions

The Art of Asking Questions

Great Mentors and great leaders are successful not because of what they say, but because of what they ask. To build the strength of your Little Brother, you must analyze your mentor's skill. You must ask good questions . . . questions that make your Little Brother think. Asking questions will show your Little Brother beyond passive acceptance of their own and others are trying to apply what they are learning to their life. Here are just a few suggestions of questions that will prompt meaningful thought and discussion:

The Relationship...

1. How are we doing?
2. Is our communication working?
3. Is there anything we can do to strengthen our relationship?

The Learning Process...

1. Are our weekly meetings working?
2. How could we improve them? What do we need to change or strengthen?
3. What are you learning about yourself as a learner? What is the experience teaching you?

Their Progress...


1. Do you feel like you are making progress in your learning?
2. Are you realizing your goal? Anything standing in your way?
3. What's occurred since we last spoke?
4. What would you like to talk about?
5. What is your greatest success thus far?
6. What is your biggest frustration?
7. What gives you the most satisfaction about what you are learning?

About Their Strategy...

1. What is your desired outcome for this next Course of the program?
2. What exactly do you want to achieve/learn?
3. How will you know you have reached it? What would success look like?
4. If the same thing came up, what would you do next time?
5. What is your backup plan?
6. What do you commit to doing going forward next week?
7. Make a choice... What's the best solution?

About Their Actions...

1. Describe how you are living out this value in practical ways right now.
2. What Sigma Chi value applies to this situation?
3. How does this support our Fraternity's values/traditions?
4. How does this relate to your personal value?
5. Given this situation, what do you think our Founders would say?
6. How can I help you?



V-23

And... Give and Receive Feedback



V-24

The Feedback SANDWICH

Praise
Constructive Feedback
Praise

...It's **Baloney**.



V-25

Time	Topic	Instructional Outline	Tools	Inst
10 min	Quality Communication	<ul style="list-style-type: none"> • Explain the importance of Quality Communication in the coaching process (V18). Define what good communication must contain: both content and feelings (V-19). • Explain the essential components of any effective communication using the communication grid visual provided in their Guide and on slide V-20. • Using V-21, provide four additional essentials to consider in order to enhance communication effectiveness with their Little Brother. 	V Big Brother Guide	Chapter Advisor
10	Asking Questions	<ul style="list-style-type: none"> • Remind them that their Little Brother should be talking 75 percent of the time (V-22). For some Big Brothers this will not be a problem, for others it will be a real challenge. Ask why? • The best coaching is always driven by a questioning (asking) approach vs. telling. • Using V-23, direct them to their Guide where they will find a list of the kinds of questions that will help them in maintaining a questioning perspective. 	V Big Brother Guide	Chapter Advisor
10	Giving and Receiving Feedback	<ul style="list-style-type: none"> • Remind them that, as a Coach, one of their most important roles is to model both giving and receiving feedback. • Using V-24, explain each step of the ΣX Feedback Model pictured in their guide. It provides suggestions for both giving and receiving feedback. They must learn both sides of the model. • They may have heard of the concept of the Feedback Sandwich. (You start and end with praise and slip constructive feedback in between.) • Using V-25, explain that the feedback sandwich approach is baloney. After a time, individuals get used to this sandwich strategy and steel themselves for the middle of the sandwich. • If you are giving positive feedback, don't destroy the impact by using a feedback sandwich to soften constructive comments. • Explain that each weekly discussion should always contain some time devoted to feedback. 	V Big Brother Guide	Chapter Advisor

Preparation for Initiation . . .



V-26

Daily Discussion Topic Ideas

- The Scope of what they have learned about Sigma Chi
- Ritual Walk/Making ConnEXtions Experiential Activities
- Constantine the Great and the Circle of Safety
- The Rationale Behind Their Chapter Letter
- Evaluation of their Big Brother/Little Brother Relationship (See page 26.)

V-27

Complete a Learning Assessment

- What went well during our time together?
- What could have been improved? Why/How?
- What do I respect about you? (Honor Achievements)
- How are we going to use what we have learned?
- How can we apply this learning to other areas such as improving this chapter, this campus?



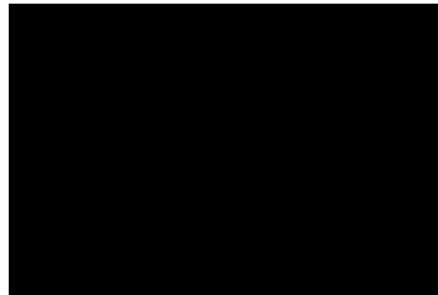
V-28

Learning to be a great Big Brother is about . . .

- ✓ discovering how to make mundane conversations **extraordinary**,
- ✓ training yourself to show **respect, honor and belief** in a fellow Sigma Chi brother,
- ✓ helping a brother **grow**, and perhaps even **exceed**, his own expectations for himself,
- ✓ building the kind of **brotherhood relationship** our Founders envisioned over 150 years ago.



V- 29



V-30

“The final test of a leader is that he leaves behind him in other men

the conviction and will to carry on.”

—Walter J. Lippmann



V-31

Time	Topic	Instructional Outline	Tools	Inst
3 min	The Ritual Bridge	<ul style="list-style-type: none"> • Using V-26, remind them that three days prior to The Ceremonies of Initiation pledges will participate in a series of activities called The Ritual Bridge. These activities were specifically designed to promote deep reflection prior to Initiation. As Big Brothers, they should plan to meet with their Little Brother more often to discuss what they are learning from the process. V-27 and their Big Brother Guide suggests the topics they should discuss with their Little Brother including: <ul style="list-style-type: none"> • The connection of all the components of the P4B program. • The Rationale Behind Their Chapter Letter • Evaluation of their Big Brother/Little Brother Relationship. (See page 26 of the Big Brother Guide.) • Use V-28 and explain that they should plan to conduct an evaluation of the lessons learned as a result of their Little Brother/Big Brother relationship. Both the Little and the Big Brother should have gained valuable leadership lessons from the experience. Their Guide (and this visual) provides a listing of possible evaluation questions. They are just suggestions. 	V Big Brother Guide	Chapter Advisor
5 min	Questions	<ul style="list-style-type: none"> • Call for questions about any of the components discussed during the session. 	V	Magister
1 min	Concluding Charge	<ul style="list-style-type: none"> • Use V-29 to remind them of key insights about this relationship they are about to enter into with their Little Brother. • Launch V-30 (a Video of Past Grand Consul Dick Hester summarizing the privilege and responsibility of being a Big Brother). • Use V-31 to provide a final thought/charge for the Big Brothers. <p style="text-align: center;"><i>“The final test of a leader is that he leaves behind him in other men the conviction and will to carry on.”</i></p> <p style="text-align: center;"><i>–Walter J. Lippmann</i></p>	V	Chapter Advisor

Magister's Checklist for Initiation

In preparation for Initiation, the Magister should complete plans for the Initiation. Many of these action items can and should be delegated to various members such as the Assistant Magister, the Kustos, Ritual Chairman or Ritual Committee. The Magister need not and should not do all the work himself.

Starting **five weeks** prior to the Initiation date, the Magister should ensure that the Ritual Committee has begun meeting. The purpose of the Ritual Committee is to act as the coordinating group for the entire Initiation program. As a suggestion, the Ritual Committee is made up of seven members each member assigned specific responsibilities and three to five brothers designated to help these members with their specific responsibilities: Chairman (Ritual Chairman or Kustos), Assistant Magister, Pro Consul, Annotator, Tribune (or upperclassman brother), Historian (or upperclassman brother), Alumni Ritual Advisor or Ritual Peer. The Ritual Peer has access to the Ritual Renaissance online site that contains a complete Initiation list.

The Magister should attend meetings whenever possible and practical.

After each meeting, the Ritual Committee should report the progress made on assignments over the past week and should make new assignments for the coming week.

Five Weeks Prior to Initiation (Beginning at Course C or directly after the Formal Pledging/Big Brother Ceremony):

1. Confirm Initiation date and time and place (if not at the chapter house).
2. Submit forms to HQ for initiation. This will automatically order the Badges.
3. Make sure all pledges have requested off of work for the activities scheduled during Friday (Candidates' dinner) and Saturday (Initiation)
4. Reserve any special properties needed from the university or from any business or person.
5. Inform the Grand Praetor of the time and date of the Initiation.
6. Invite alumni and special guests as prescribed in the Ritual.
7. Have all ritual paraphernalia and regalia checked for condition and availability.
8. Purchase/order additional ritualistic regalia or other materials if necessary.
9. Assign Ritualistic parts to officers and members of the chapter as prescribed by the Ritual.

Four Weeks Prior to Initiation (Beginning at Course 1):

1. Have the Candidate dinner location and menu planned. The Candidates' dinner is scheduled the Friday night prior to Initiation. An optional luncheon can be planned after Initiation to celebrate the new brothers joining our order.
2. Make sure the Quaestor has allocated funds for the dinner and luncheon in his budget.
3. Finalize the scheduling details for Course 4, the Ritual Bridge, Candidates' Dinner with reading of the letters, candle pass, closing remarks, and the beginning of the Ceremonies of Initiation.

4. Invite alumni to the Dinner and the Ceremonies of Initiation.
5. Dry clean, wash, iron, polish materials.

Two Weeks Prior to Initiation (Beginning in Course 3):

1. Confirm Candidates' dinner location (and luncheon after initiation, optional) and menu is set, and Quaestor has given a deposit to reserve the site.
2. Invite parents, Greek advisor, Univ. admin, sweetheart to dinner if desire to do so.
3. Begin recitation of Initiation parts in the chapter meeting.
4. Map out location sites for the Ceremonies of Initiation.

One Week Prior to Initiation (Beginning at Course 4):

1. Remind chapter of all activities scheduled for the week.
2. Rehearse Initiation parts at chapter meeting or a separate rehearsal.
3. Prepare instructions to sites during Ceremonies of Initiation.
4. Confirm all materials are prepared.
5. Check final preparations for the dinner including menu, seating, and guests.
6. Inform police (e.g. Campus, City, and State) of the time of the Initiation and relevant activities.
7. Have room assignments made for the candidates during various phases of the Ceremonies of Initiation.
8. Develop systemized schedule to insure all pledges proceed through the Ceremonies of Initiation.
9. Prepare pledge biographies for the alumni during the Ceremonies of Initiation.
10. Confirm alumni roles during the Ceremonies of Initiation.

Three Days Prior to Initiation (Beginning of Ritual Bridge):

1. Have a dress rehearsal.
2. Determine what automobiles will be available for transportation if necessary.
3. Check all Initiation paraphernalia and equipment.
4. Prepare rooms and areas for various phases of the Initiation Ceremonies.
5. Post a reminder about the Initiation in the house.
6. Purchase food for breakfast for the Ceremonies of Initiation.

Day of Ceremonies of Initiation

1. Order breakfast for candidates (and the chapter if budgeted).
2. Ensure shower facilities are available and accessible for the candidates.
3. (optional) Confirm a luncheon for the chapter to attend to celebrate the initiation of your new brothers.
4. Submit 400D forms to confirm all initiates of the pledge class.

Appendix

Executive Committee Regulations (ECRs) Regarding P4B

E6.02-f-1 Pledge education embraces all activities involved from the execution of the Membership Commitment Statement and Formal Pledging/Big Brother Ceremony through Initiation. Pledge education shall utilize *The Norman Shield*, the Preparation for Brotherhood (P4B) Magister Guide, the P4B eLearning on Sigma Chi Online, the Mission Statement, and the principles embodied in the Ritual and the Ritualistic Statutes.

E6.02-f-2 All activities and conduct in the Preparation for Brotherhood Program (P4B) shall be fully consistent with the provisions of the Ritual, Ritualistic Statutes, the Mission Statement, and the Governing Laws of the Fraternity, and shall be designed to prepare and inspire a pledge for his responsibilities as an initiated member, student and citizen.

a. Each active chapter is required to confer with their Chapter Advisor and Grand Praetor prior to the start of each semester to ensure a thorough understanding of the P4B program. Additionally, each chapter shall be required to comply, in spirit and in fact, with every aspect of the P4B program as detailed by the General Fraternity. In the event a chapter is unable to review the program with their Grand Praetor, they should immediately contact the Executive Director who will work with the Grand Consul in providing that chapter an alternative review method. A failure to review the P4B program with the Grand Praetor is NOT a sufficient reason to deviate from the P4B curriculum.

b. The Consul and Magister must sign a statement as their attestation that the chapter will adhere to the P4B curriculum. Any deviation from the P4B curriculum may be grounds for disciplinary action against the chapter and may result in disciplinary action against the undergraduate officers, up to and including expulsion from membership.

c. The Grand Praetor and the Chapter Advisor have no duty to investigate or monitor the pledge program beyond the written commitment of the officers noted above.

d. In accordance with the model P4B program, no program shall exceed 5 weeks excluding time when school is not in session or during midterm exams. The five-week pledge program shall begin with the Formal Pledging/Big Brother ceremony. All new members must be initiated prior to the commencement of final exams. If a host institution requires a shorter term for a pledge program, a shorter, prescribed version of the model P4B program shall be used in its entirety.

E6.02-f-3 Any activities which are inconsistent with the letter and/or the spirit of Statute 6.02-f shall result in Executive Committee action. Such action may lead to individual suspension or expulsion, and to suspension or revocation of the Charter of an active chapter. If an active chapter is found to be engaging in any activity judged unacceptable by the Executive Committee, that chapter will have the burden of establishing the “good faith” behind its decision to continue or initiate such activity.

Statement of Position Concerning Pledge Education & the Ritual

The following policy statement has been adopted as a part of the Governing Laws and therefore demands the same respect and attention of the Fraternity's Ritual, Constitutions, Statutes, and Executive Committee Regulations:

The teachings of our Ritual—the basis of all our pledging and initiation, and active and alumni life—must govern our every act and attitude. Initiation into Sigma Chi is truly not only a ceremony by which new members are created but is much more. Its meanings are subject to constant interpretation and achievement by those who have earned the honor by striving for it.

The Fraternity provides extensive material and guidance to chapters on this subject through The Ritual, Ritualistic Statutes, *The Norman Shield*, The Magister Guide, Big Brother Guide, Ritual for Life program, the programs of the Balfour Leadership Training Workshop, many Province Workshops, just to mention a few. Additionally, resources are provided through the efforts of the Grand Praetors, alumni volunteers and Headquarters Staff. Further guidance and assistance in those and other areas will continue and is available to any chapter upon request.

The Basis of Concern

The reasons for concern by the Fraternity in this area cannot be dealt with simply under the heading of the term “hazing.” The term “hazing” is sometimes too narrowly defined by some seeking rationalizations. The goal is preparation for a productive life as a citizen, through Sigma Chi, not merely forced humility or “second class citizenship.” We believe, as the Sigma Chi Creed says, in fairness, decency, good manners, and being ever a credit to our Fraternity.

There is a definite need for increased knowledge and understanding of the seriousness of purpose of Sigma Chi, and the expectations and commitments made by all of us in experiencing our Ritual and the honor of becoming a member.

Your Fraternity leaders and Executive Committee realize and appreciate that the majority of our active chapters conduct responsible and inspiring pledge programs, and Initiation ceremonies and have not been, are not, and will not become involved in anything which even remotely could be considered “hazing” or in violation of Sigma Chi law or programs. Nonetheless, there is a definite necessity for an increased vigilance, awareness, dedication and determination in this matter. There are chapters in Sigma Chi where our Ritual and its purposes and procedures are not adhered to the fullest, and where questionable, contradictory or wasteful activities are taking place during the pledge program, or Initiation. In confronting this problem, the following basics are pertinent.

- Sigma Chi, both in stated goals and purposes, is a positive experience, designed to be contributory and beneficial throughout a man's life.
- Past, present and future, its purpose is to be uplifting, motivational, value-setting, and enjoyable in constructive ways.
- Its heart is brotherhood, personal association and involvement, and an obligation of every brother to help each other to achieve. It is in the context of positive emphasis and guidance that the following guidelines will apply and are to be used in determining and conducting any of our activities in the pledging, pre-Initiation and Initiation programs.

Pledge Program Guidelines

- The goals set forth in The Jordan Standard require us, as a Fraternity, to ensure that we allow each student time for his academic responsibilities, a minimum of 6 hours uninterrupted sleep per night, and reasonable campus involvement. Our prospective members are in school for an education, a learning experience, both in and out of the classroom.
- Whatever is performed or allowed to happen must be fully consistent with the ideals and the spirit of our Ritual, Ritualistic Statutes, and Governing Laws. The purpose of the program should be to treat the young men as future leaders of our order.
- If an activity became known and/or publicized, could it really be explained or justified to, and understood or appreciated by, Fraternity officials, parents, university officials, or potential members? If not, it should not be done.
- A man does not pledge to be in servitude to an individual brother. He is aspiring to be a member of the Chapter and the Fraternity.

- If something is designed just to make a man “a good pledge,” rather than to make him a good brother, or just to see “how much he wants to become a member,” it is not appropriate.
- Forced unity or “unity-at-any-cost” can, often unknowingly, result in resentment or exaggerated competition against the chapter, and conflict with the pledge class’ later integration into the chapter, creating a caste system. Unity, loyalty and devotion will occur from shared experiences and ideas.
- If instilling humility is the only or major purpose of what is being done, it should not be done.
- The fact that “we’ve always done it” does not, by itself, justify its continuance.
- The greater the extent of physical or mental exhaustion, excessive nervousness or fear, total frustration, or desire to “get this over with,” the greater the likelihood that the pledge will not absorb, remember and understand the important lessons of our pledge program, the Initiation and Ritual.

Examples of Prohibited Activities

Actions and activities which are explicitly prohibited include, but are not limited to, the following:

- Any calisthenics, including but not limited to; sit-ups, push-ups, “bows and toes,” and wall sits.
- Running stairs while reciting material.
- Group runs for the sake of creating “unity,” regardless if it is with active brothers or not.
- Line-ups during which the pledges are placed in front of the chapter in an environment which could reasonably be considered intimidating in nature.
- Link systems, or anything similar, used to intimidate the pledge toward improved performance.
- Forced “dorming” or sleeping at a chapter-designated location, including the chapter house, separate from the pledge’s permanent residence.
- Yelling and screaming or use of obscenities at pledges in any manner whatsoever.
- Telling pledge he’s failed by snuffing out candles in front of him.
- Brothers intentionally mess up the house or room after pledges clean it.
- Pledges booed and hissed or demeaned when they make a mistake.
- Pledges being required to perform personal errands or acts of personal servitude for the convenience of brothers. Activities servitude include, but are not limited to; cleaning, errand running, driving brothers around.
- Calling pledges “scums,” “poops,” “plebes,” or other degrading terms.
- Wearing burlap bags or other embarrassing or uncomfortable garments.
- Less than six hours of undisturbed time in bed each night at any point during their pledge education or Initiation.
- Deception designed to convince the pledge he won’t be initiated.
- Forcing the pledges to eat any food that is designed to make them sick, burn their mouth, starve them, and/or embarrass them.
- Excessively loud music played during their pledge period or Initiation and between portions of various Initiation ceremonies.
- Paddle swats.
- Pushing, shoving or tackling pledges during movement to various events.
- Pledges dragged onto the floor when awakened.
- Pledges write list of their faults or “sins,” believing they must read them to the chapter or brothers.
- Bracing, forcing pledges to sit in a specific position for an extended period of time, and finger-snapping in pledges’ ears.
- Any violation of Ritual instructions, procedures or Statutes.
- Brothers using Ritual materials before Initiation.
- Stripping a pledge down to their underwear or nothing at all.
- Branding the pledges with cigarettes or other hot items.
- Forced consumption of alcohol or sharing of alcohol with active brothers as part of a big brother celebration or any other event.
- “Fight Nights” where pledges have to fight one another or actives.
- Any drug usage including forced drug usage.

- Involving pledges in any form of a designated driver program.
- Pledges forced to sleep in a location that is below the quality of their normal residential living environment.
- Intentionally black-balling a pledge to send a message to other pledges.
- Interviewing brothers for the main purpose of memorization of their information.
- Intentionally prohibiting pledges from being able to meet and interact with the members of the active chapter.
- Forcing pledges to buy uniforms.
- Requiring pledges to buy items for members of the chapter with their own money, such as; gas, cigarettes, condoms, etc.
- Any kidnapping activities as a part of a walkout program or revolt. This includes scavenger hunts.

These are a few practices which have been done in the past and there are thousands of others also equally unacceptable.

For any other activities that may not be included above, chapters and members should ask themselves these following questions to consider whether the activity is one that aligns with the spirit of this policy:

- Would you object to this activity being photographed for the school newspaper or filmed by a local TV news crew?
- Would you feel comfortable participating in this activity if your parents, professors, or University officials were present?
- Would you tell potential recruits or new pledges about the activity that they will go through?
- Does participation in this activity violate my values or those of Sigma Chi?
- Does the activity risk emotional or physical harm or abuse?
- If someone were injured, would I feel comfortable being investigated by the police or an insurance carrier?

Conclusion

Sigma Chi's specified programs for pledge education and Initiation, absent of any hazing or questionable activities, have proved to be consistently effective in achieving the development of active, effective committed brothers. Only the brothers in the active chapters can carry out these programs, however. All Sigma Chis have a responsibility to the Fraternity and its future, and to the rest of the Greek system, and to our families, to enhance and contribute to our reputation, and not even remotely create any situation which may damage it. Sigma Chi must depend on our undergraduate brothers and chapters to perpetuate our Fraternity through Initiation. With this expression of concern and communication, our confidence is placed in you.

Originally issued in August 1977 by the Fraternity Executive Committee, chaired by then Grand Consul James F. Bash.

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