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Pledge Education Meeting Plan 1

Introduction and Expectations of Pledge Education

10/45	Section Topic	Needed: Items needed for section Suggested: Items suggested to facilitate section
	- The <u>first number</u> (10) is the estimated time (in minutes) for this section. - The <u>second number</u> (45) is the estimated total minutes should have passed in the entire meeting once done with section.	
	- Regular text are instructions to the VPPE as they move through the meeting and the individual sections. <i>Italicized text is the suggested script to assist the VPPE in facilitating (also in grey areas).</i>	
	- Parts of the section in grey are areas where the VPPE will be hosting discussion and asking questions. Bold text within the grey area are prompts that <u>must</u> be included in the discussion. If pledges do not identify the prompts in their own discussion, the VPPE should offer them as part of the conversation.	
 Pgs. #	The CROWN AND DELTA icon refers to <i>The Crown & Delta</i> and VPPE should instruct pledges to turn to that page.	
 DISPLAY	The DISPLAY icon is a reference point for the VPPE to have something on display. This could be recording the answers of pledges in discussions, predetermined materials, or other visuals that may be helpful. The information could be recorded on a dry erase board or chalkboard in a classroom, recorded on flip chart paper to be saved for future discussions, or displayed on a screen from an LCD projector.	
 VIDEO	The VIDEO icon indicates there will be some type of video expected to be played. Videos could be played on individual devices or, if available, a LCD projector in a classroom.	

Broad Topics: Pledging Ceremony, Big Brother Introductions, and Introduction to the Pledge Education Program

Learning Outcomes:

- Pledges will be able to identify their big brother and how to connect with them
- Pledges will be able to locate the dates, times, and locations of each pledge education meeting
- Pledges will be able to articulate their expectations of the Pledge Education Program, their VPPE, and the group as a whole

Materials Needed for Meeting:

- Pledge Pins for each pledge
- Printed copies of the approved Pledge Education Program for each pledge
- Ritual Book (for Pledging Ceremony)

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Additional Suggested Items for Meeting:

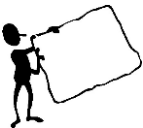
- Adhesive name tags for each pledge and big brother
(Delta Sigma Pi “peel & stick” nametags are available from the [Deltasig Shop](#))
- Dates/calendars of any upcoming chapter events pledges should be attending (remember their weekly maximum to spend on Fraternity related activities is six (6) hours in a Sunday to Saturday week)
- Standing chapter business meeting agenda
- Copies of *The Crown & Delta* for each pledge
- **Pledging Ceremony/Big Brother Introduction/Pledge Meeting 1** slides from dsp.org

Notes for meeting:

- ★ All brothers are expected to attend the Pledging Ceremony.
- ★ Big brothers are expected to stay for the entirety of the meeting.
- ★ Approved Big Brother Introduction ideas can be found in the [Getting Started: Approved Big Brother Introductions](#) document. Any introductions not in the document must be communicated to and approved by Central Office staff (hub@dsp.org).
- ★ This will be the only pledge education meeting where brothers, aside from the VPPE and any national volunteers, will be permitted to attend.
- ★ It will be helpful to remind big brothers to reflect on the Purpose of Delta Sigma Pi as they will be expected to discuss their thoughts with their mentee as well as the other pledges.
- ★ Pledges will receive a digital copy of [The Crown & Delta](#) the morning following meeting 1.
- ★ If a pledge is not able to attend the Pledging Ceremony and pledge education meeting 1, the VPPE should arrange to meet with the pledge prior to pledge education meeting 2 to review the pledge education program schedule and expectations. Additionally, the VPPE should plan to have the pledge participate at the next appropriate opportunity (prior to the start of a chapter meeting or prior to the start of pledge education meeting 2).

30/30	Pledging Ceremony	Needed: Ritual Book, Pledge Pins
	Consult the <i>Ritual Book</i> of Delta Sigma Pi for additional needed materials and instructions for conducting the Ceremony. Following the Pledging Ceremony, all initiated brothers should be dismissed except for the VPPE, big brothers, and any national volunteers (Chapter Advisor, District Director, Regional Vice President, etc.). Please note, the Pledging Ceremony may not take the full thirty (30) minutes. The VPPE should adjust other activities throughout the meeting accordingly.	
5/35	Introduction to Meeting 1	Suggested: The Crown & Delta for each pledge
	Once brothers have left the space (except big brothers and any nationally recognized volunteers), all pledges should be “Welcomed” by the VPPE. The VPPE should express their excitement for guiding the pledges through the journey to brotherhood. The VPPE should explain their first meeting will reflect briefly on the Pledging Ceremony they just participated in, they will be introduced to their big brothers, as well as set some expectations for the Pledge Education Program. Ensure all pledges have a copy of the approved Pledge Education Program, information surrounding it, and answer any questions pledges have to this point. After providing that information, the VPPE should continue into the Pledging Ceremony Discussion.	

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10/45	Pledging Ceremony Discussion	Suggested: The Crown & Delta and/or DISPLAY (Purpose of Delta Sigma Pi)
 DISPLAY	<i>Prior to and during the Ceremony you indicated your desire to pursue membership in Delta Sigma Pi. You were read the Purpose of Delta Sigma Pi. These words have deep meaning to all brothers of the Fraternity.</i> <i>To remind you of the Purpose and what you have indicated a desire to uphold, I want to reread it for you:</i> The VPPE will read the purpose to the pledges. VPPE may also have the Purpose on DISPLAY. <i>“Delta Sigma Pi is a professional fraternity organized to foster the study of business in universities; to encourage scholarship, social activity and the association of students for their mutual advancement by research and practice; to promote closer affiliation between the commercial world and students of commerce, and to further a higher standard of commercial ethics and culture and the civic and commercial welfare of the community.”</i> <i>These words mean many things to the over 12,000 current collegiate members and over 300,000 initiated members throughout our history. Additionally, this is a public statement that can be found in multiple places including the Delta Sigma Pi website, dsp.org</i> <i>As part of your journey, we have selected an additional mentor to assist in guiding and supporting you in upholding this Purpose during your Pledge Education Program and beyond. As we observed you during the recruitment process, we took note of current brothers who represent what the ideal brother is and may complement what we have observed of you. These mentors will assist you in understanding the Purpose of our Fraternity on a deeper level.</i>	
20/65	Big Brother Introductions	Needed: Getting Started: Big Brother Introductions document Suggested: DISPLAY (to record answers)
	The VPPE will consult the Getting Started: Approved Big Brother Introductions document prior to the Big Brother Introductions to select an approved method of introduction. Should a chapter want to host an introduction not in the approved list they must be designed to not conflict with local or National bylaws, policies and procedures of the Fraternity, or in conflict with campus, local, regional, or Federal laws. Additionally, no introductions should be developed with the intention to surprise, shock, or cause undue stress or anxiety for any of the pledges. Chapters must contact Central Office staff (hub@dsp.org) to have any introductions not listed in this Guide approved. The introductions should not exceed 15-20 minutes, so to allow for additional conversation between the pledge and their big brother.	

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	<i>The role of the big brother is not one taken lightly. It is an additional responsibility the big brother is expected to invest in outside of their current responsibilities to the brotherhood. These individuals are to serve as role models, sounding boards, and resources for you during the Pledge Education Program. They are expected to assist you with the integration and norms of the chapter.</i> <i>With that being said, I am happy to introduce each of you to your big brothers.</i>	
	The VPPE will then begin their Big Brother Introduction. Following the approved introduction, the VPPE will instruct pledges and big brothers to exchange contact information. For convenience it can be suggested to have it entered into each other's phone and/or recorded if pledges receive printed copies of <i>The Crown & Delta</i>. Additionally, the VPPE will account for time and encourage the pledges and big brothers to have brief conversations to get better acquainted. VPPE should allow for 2-3 minutes of discussion. Conversations should include: 1) General conversation to learn about each other (hometowns, majors, hobbies, interests, etc.) 2) Expectations the little brother would have of the big brother 3) Reflection on the meaning of the Purpose of Delta Sigma Pi	
	After 2-3 minutes, VPPE will reconvene as a big group (pledges and big brothers) from their conversations. VPPE to ask big brothers (there are no right or wrong answers): ● <i>What words to the Purpose are currently significant to you and your endeavors? Why?</i> ○ VPPE can choose to DISPLAY these answers. If chosen to do so, it is wise for the VPPE to take a picture of the responses to be referred to later in the Pledge Education Program.	
10/75	Pledge Education Program Expectations	Needed: Space to Record Answers
	While the pledges are interacting with their big brothers, the VPPE will create a DISPLAY with the following prompts, in this order: 1) Expectations of the Pledge Education Program 2) Expectations of each other 3) Expectations of the VPPE	
	VPPE will instruct the group the next activity is to engage in dialogue about expectations for the Pledge Education Program. It is the responsibility for the pledges to direct the conversation and be the primary responders to the prompts. Big brothers are there to observe and to take personal notes of the agreed upon norms of the group. This will aid them in the support of the pledge outside of pledge education meetings and throughout the program.	

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	VPPE will progress through the three prompts allowing the pledges appropriate time to respond to each. The VPPE will record the responses for each. While the group may identify additional expectations, for each of the following these should be identified (in no particular order): 1) <u>Expectations of the Pledge Education Program</u> ○ Prepare me/us for Initiation ○ Prepare me/us to be the best brothers we can be ○ Help me/us better understand the Purpose of Delta Sigma Pi ○ Help me/us understand the operations of the chapter and Fraternity 2) <u>Expectations of Each Other</u> ○ Hold each other accountable to what they say they will do ■ Better response to this would be “Hold each other accountable to the Purpose of Delta Sigma Pi” (but not necessary to use those words) ○ Be honest in their endeavors ■ This will connect later to having online quizzes (not necessary to mention these yet) ○ Be open-minded to differing opinions 3) <u>Expectations of the VPPE</u> ○ Be accountable to what they say they will do (role model, live the Purpose) ○ Provide clear and concise direction and instruction ○ Be a support and a resource for all Pledge Education Program requirements ○ Be open minded and cognizant of our time	
5/80	Introduction to Pledge Education Program	Needed: Copies of the approved Pledge Education Program for each pledge Suggested: DISPLAY (Approved Pledge Education Program)
	After the VPPE has facilitated the discussion about the expectations of the pledges, they will then lay out the expectations of the program. If they are not already doing so, it may be beneficial for pledges to be sitting near their big brothers to review the information together. Again, <u>this is not an opportunity for big brothers to ask questions about the program or interject their expectations</u> when they were a pledge. Their role is to support the pledge through the program and to support the VPPE while it is appropriately administered.	



Expectations of the Pledge Education Program:

- The program they have just been provided with has been approved by the National Fraternity and will not be deviated from.
- Pledges will be expected to attend all regularly scheduled pledge education meetings
 - If the day/time/location conflicts with what was initially scheduled as part of the Pledge Education Program approval process, the VPPE should email hub@dsp.org to inform the staff of the changes. Include any information to be updated.
- Pledges will be expected to attempt all assigned online modules and quizzes and expected to achieve a 80% success rate prior to the next scheduled pledge education meeting and a comprehensive exam encompassing all the quiz questions
 - All answers to quizzes will be found in the online modules, *The Crown & Delta*, or on dsp.org.
 - VPPEs should consider pledges who may require specific educational accommodation when determining the method of assigning online modules.
- Pledges are expected to attend all chapter meetings. Any excused or unexcused absences must be in accordance with the chapter's local governing documents.
 - The VPPE should provide pledges with:
 - The standing date(s), time(s), and location(s) of chapter meetings
 - An explanation of the required attire for chapter meetings should also be provided.
 - Remember the expectation of attire for pledges should mirror the expectation of brothers. Pledges should not be expected to "dress up" more or be required to wear pledge pins if brothers are not expected to wear badges.
 - The chapter's attendance policy for chapter meetings and events.
 - Pledges should not be required to attend anything brothers are not required to attend (except pledge education meetings).
- Pledges are not to engage in more than six (6) cumulative hours per week, Sunday through Saturday, of organized Fraternity related activity. This is monitored by the VPPE.
- Pledges are expected to attend Fraternity professional, service, and appropriate special events (social, alumni, risk management, etc.) provided they do not exceed six (6) cumulative hours of organized Fraternity activity in the given week.
 - The VPPE should be aware of the number of hours per week pledges spend on organized Fraternity activity. Should organized Fraternity activities (meetings and events) exceed six (6) hours, the VPPE should provide guidance to pledges regarding the events that would be most beneficial for them to attend. Pledges must be at all pledge education meetings and chapter meetings.
- Pledges may serve on chapter committees, if they exist, but are not required to. Nor is a chapter required to create committees if they don't currently exist.
- Pledges may provide input on chapter matters during chapter meetings, however, they are not eligible to vote.
- VPPE should discuss Initiation fees with pledges. It is wise for the VPPE to discuss any payment plans are available to pledges. It is not the time to go into detail individually but can mention if there are any standard plans.

After reviewing the approved program guidelines, the VPPE should walk through each of the dates, times, and locations for each of the pledge education meetings and chapter meetings. This is the opportunity to make any adjustments with all the pledges should it be necessary. If any adjustments are made, pledges will be provided at least seven (7) days advance notice and an updated copy of the program.

The VPPE should then provide pledges with an opportunity to ask any questions.

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5/85	Preparing for the first Chapter Meeting	Needed: Copy of Standing Chapter Meeting Agenda (can be found in the chapter's governing documents) Suggested: Slides of Chapter Meeting Agenda or Previous Meeting Minutes
	Before adjourning, the VPPE should review a few terms and procedures pledges are likely to hear during their first chapter meeting but may not be familiar with. This is a brief description to orient pledges with the chapter meeting. Full descriptions and roles will be covered in more depth at later meetings. The VPPE should walk through the standing meeting agenda and what to expect in terms of chapter norms (such as any usage of parliamentary procedure). If there are local pieces to the agenda, those should be included. Additionally, pledges should be informed they, along with any non-initiated guests, will be excused from the meeting room prior to the start and end of each meeting for the initiated brothers to conduct the ritualistic opening and closing of the meeting.	
5/90	Wrapping up Meeting 1	Suggested: Chapter Calendar of Events
	VPPEs should take a few minutes to show pledges where to find and how to log into the software and assign online module 1: History of Delta Sigma Pi. Remind pledges: ● When modules are expected to be completed with satisfactory score ● Date/time/location/attire of next chapter meeting ● Date/time/location of next pledge education meeting ● Date/time/location/attire of any chapter events pledges should attend ○ Be mindful, pledges may not participate in organized Fraternity activity more than six (6) hours per week (Sunday-Saturday) Before adjourning, the VPPE should provide pledges with their contact information. Adjourn	