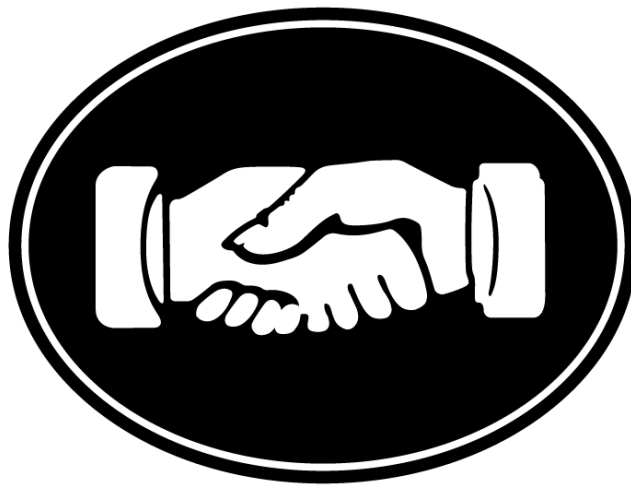




*of*  
*Mighty*  
*Friendship*

Psi Upsilon's Guide for the New Member Educator







<b>Introduction</b>	5
<b>Mission of Psi Upsilon Fraternity</b>	6
<b>Psi Upsilon Values</b>	6
<b>The Role of the New Member Educator</b>	7
<b>Psi Upsilon Anti-Hazing Policy</b>	7
<b>Reflection and Growth</b>	8
One-Tier Membership	8
Reflection Questions	9
<b>Accountability and Expectations</b>	10
<b>Membership Expectations</b>	11
<b>Expectations as Objectives</b>	11
<b>Difficult Conversations/Providing Feedback</b>	14
<b>The Big Brother</b>	16
Choosing a Big Brother	16
<b>Ritual and Ceremonies</b>	17
Ritual Discussion Guide	19
Discussion Questions for the Founder’s Pledge	19
Discussion Questions for the Big Brother Ceremony	20
Discussion Questions for the Initiation Ceremony	20
<b>Scholarship during New Member Education</b>	23
Psi Upsilon Standards for Initiation	23
Role of Academics in the New Member Education	23
<b>Sample Education Syllabus</b>	25
<b>Sample Final Exam</b>	31
<b>Leaving a Legacy</b>	32
Reflection Questions	32



**Case Studies: Education in Action**

	33
Case Study 1	33
Case Study 2	34
Case Study 3	34
Case Study 4	35
Case Study 5	35
Case Study 6	35



## Introduction

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*United in friendship, Psi Upsilon members aspire to moral, intellectual and social excellence in themselves as they seek to inspire these values in society.*

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This is the mission of Psi Upsilon, something that we as brothers should strive to achieve in our chapters as a group and in our everyday lives as individuals. The manner of living that is laid out in the fraternity's mission and values provides us with a framework for life that empowers us to achieve success and happiness in all our endeavors. We look to achieve these goals throughout our undergraduate experience and throughout our entire lives. By utilizing this framework, we learn to be kind to others, to work hard, to love deeply, and to hold ourselves to higher standards. As humans, we can never achieve perfection, but we can work daily to meet these goals and find ways to better ourselves and others.

The new member education process is where our values are instilled to those who would aspire to learn the mysteries of our brotherhood. As such, it is essential that said process be focused upon these principles of living, as they are the foundation for successful undergraduate and lifelong achievement. There are many ways in which this can be communicated and achieved.

This manual for the new member educator is meant to act as a guide for instruction. Within can be found guidance on structure, timing, activities, principles, and accountability processes. This is an example of a successful program. The purpose of the education process is for your new members to possess a solid understanding of the goals and principles this brotherhood can provide them. By the end of the new member education process, we hope to instill a framework of these values into new members. It is important to note that no new member is expected to achieve perfection, this framework of values should be able to guide their own personal growth throughout the remainder of their undergrad experience and subsequently as an alumnus.

Overall, this handbook is a guide which new member educators can use to establish new programs or improve their current programs. New member educators are encouraged to use their own knowledge, common sense, experience and ideas in unison with this guide when planning their program. In turn, each chapter is encouraged to share good ideas with other chapters by advising the International Office for possible inclusion in future publications.



## Mission of Psi Upsilon Fraternity

United in friendship, Psi Upsilon members aspire to moral, intellectual and social excellence in themselves as they seek to inspire these values in society.

### Psi Upsilon Values

#### **Lifelong friendship**

Psi Upsilon unites its members in a diverse brotherhood of firm and enduring friendship that will last a lifetime.

#### **Moral leadership**

Psi Upsilon's system of self-governance nurtures development of mature decision-making, individual responsibility and moral leadership.

#### **Intellectual engagement**

Psi Upsilon fosters individual and chapter support for the academic mission of the college and creates opportunities for co-curricular learning and personal development.

#### **Responsible social conduct**

Psi Upsilon's members are guided by principles of responsibility, civility and courtesy.

#### **Service to society**

Psi Upsilon encourages service to college, community, country and Fraternity.



## The Role of the New Member Educator

Congratulations on your appointment to the role of New Member Educator for your chapter of Psi Upsilon. You have been entrusted with passing on the legacy envisioned by our founding fathers at Union College in 1833. This is an important responsibility as each new member, brother, and educator that follow in your footsteps will be marked by your own personal legacy and the values you demonstrate and teach the new members throughout the process.

A quality education program is the basis for undergraduate and lifelong success as a brother of Psi Upsilon Fraternity. Our mission and the values to which we aspire apply to more than our behavior and mannerisms during undergraduate chapter functions. They are lofty ideals of behavior which we seek to live in our day to day lives. Showing everyone we meet the integrity of our character and the passion of our purpose.

As the New Member Educator in the chapter, you have been entrusted by your brotherhood to instill the values of Psi Upsilon in the individuals who would seek to join our bond. This is a task that requires, purpose, direction, empathy, and a great deal of hard work. Your chapter has decided you are up to the task and possess the necessary skills. But where to go from here?

## Psi Upsilon Anti-Hazing Policy

No chapter, colony, student or alumnus shall conduct or condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing is any action taken or situation created intentionally that causes embarrassment, harassment, intimidation or ridicule, risks emotional or physical harm to members whether initiated or not, regardless of the person's willingness to participate.



## Reflection and Growth

*Throughout this guide, there are reflection questions to serve to aid in the education process. These can be used to guide self-evaluation, a discussion amongst leadership about the future and chapter-wide conversation about the new member education process. Use the questions to communicate with those who just went through the process and ask other leaders in the chapter how they feel the values of the chapter and Psi Upsilon are being manifested throughout your current education process.*

Every process has room for improvement, and every group of individuals entering your chapter will possess individual values and experiences. You have been entrusted to guide the rituals and ideals of the future chapter by educating the new members, and as such, you should spend time reflecting on current processes and deciding where and how to best improve them. While guiding the new members through the process and through your and other brother's actions and the general education process, you provide them with certain values and behaviors, and these will be the values and behaviors they view as essential to initiated membership. Many of the negative behaviors associated with the reflection questions at the end of this section are a clear sign that this process requires evaluation. If some of these or similar behaviors come to mind when examining the present state of your chapter, there is good news, since you are now in a position to utilize the lessons and make changes that can gradually but effectively alter the culture around appropriate behavior.

### One-Tier Membership

One-tier membership is a way of operating the new member process where there is no traditional orientation process before initiation; accordingly, soon after bidding, members who want to join go through initiation and become brothers of Psi Upsilon with all the rights and privileges of membership and then will complete new member orientation as an initiated brother.

A major benefit of a one-tier process is it mitigates hazing. The structure of "pledging" can create a power dynamic between brothers and new members, which may lead to hazing. However, one-tier enables everyone to be on the same level during the new member education process. Hazing is also illegal and violates the rules and policies of all North American colleges and universities, as well as all fraternities.

A misguided education process attempts to bring class unity and provides a space where new members prove worthiness of membership. This is not how Psi Upsilon brothers pursue new member education, as we believe their worthiness the moment we offer a bid, and a proper brotherhood focuses on chapter unity, not class unity. Additionally, we know brothers strive everyday to live up to the values of our fraternity in our thoughts and behaviors; these attempts should not solely exist in new member education.





If your chapter is interested in switching to a one-tier model for new member education, feel free to contact the staff at the international office.

### Reflection Questions

- Are your seniors or older brothers much less active?
- Do brothers feel it is unnecessary to pay dues?
- Academic achievement among new members and brothers?
- Are brothers cleaning up the chapter house along with new members?
- Are big brothers around when their little brother is a new member, but then fade away in this essential interaction?
- Are new members held to a higher standard than initiated members?
- Do people feel held accountable to the same standards of behavior as during their new member education process?
- Do older brothers go out of their way to build relationships with new members during the first semester?
- Are brothers cognizant of and invested in proper neighborhood/community relationships?



## Accountability and Expectations

As the New Member Educator, one of the important responsibilities you will assume is holding your new members accountable to expectations laid out for them, the same way your Archon and Executive Council hold current brothers accountable. This book will lay out a framework for accountability, along with providing some sample scenarios with proposed solutions. It is essential that when new members are being held accountable, they understand why and how their behavior needs to be rectified or altered. If they feel they are being held to a different standard than initiated membership, then this behavior or mannerism will only be put on a shelf, to come back out (often in a more pronounced manner) once they are a fully initiated member.

For this reason, it is recommended that expectations and accountability processes for members and new members are as uniform as is possible. This will allow new members to become invested in the accountability process in a way that differing expectations cannot achieve. When they are told they cannot do something, but see brothers performing that same behavior and not being disciplined, it has the potential to manifest the perception of that behavior as a benefit or privilege of membership.

This significantly increases the likelihood that said behavior will become consistently more problematic as years go on and more people feel they have earned the right to do X,Y or Z. This is the same cultural reason it is essential for senior members to attend chapter functions and meetings. If younger members consistently see older members not attending meetings, the perception that is created in their head is, “when I am a senior, I don’t have to attend meetings.” This issue becomes cultural swiftly, regardless of the intention and rationale of those first members who do not live up to the chapter’s standards.

On the following pages are a list of Psi Upsilon membership expectations and a sample membership contract for new brothers to sign, applicable and enforceable throughout their undergraduate chapter experience. Having people put their name on paper is a simple and efficient way to add gravity and sincerity of purpose to expectations, rather than them being simply distributed by word of mouth and subjective in interpretation.



## Universal Membership Expectations

As a member of Psi Upsilon you are expected to, throughout your life:

- Strive for academic achievement and integrity
- Participate actively in the affairs of the college or university
- Give a reasonable amount of time to your chapter and its activities, including attendance at all chapter functions and participation in committees
- Meet your financial obligations to the chapter and the Fraternity in a timely manner
- Provide assistance to those in need and sacrifice when necessary
- Take pride in Psi Upsilon and your chapter
- Replace yourself in the Fraternity, before you are gone, by recruiting new members
- Give your loyalty to your Fraternity, college, and country throughout your life
- Always be truthful
- Have the courage to take risks, to challenge yourself and others to ever greater achievements, and to confront those in need
- Protect the health, safety, property, and dignity of all human beings
- Neither use nor support the use of illegal drugs, nor misuse or support misuse of alcohol
- Uphold these standards as the minimum expectations of a true brother

## New Member Education Expectations

Here is a sample set of expectations for new members to be initiated:

- Attend 70% of chapter functions
- Attend at least two chapter meetings
- Join at least one other campus organization
- Be in good standing with the University or College at the time of bidding and initiation, or possess a high school GPA that would place them in good standing, where applicable
- Complete the GreekLifeEdu online education program
- Attend 80% of New Member meetings
- Be aware of and prepared to meet financial obligations to the chapter and Fraternity
- Participate in one chapter committee



## Expectations as Objectives

As discussed herein, the new member education process at Psi Upsilon chapters is a very formative period of time for a potential brother. In this time, new members learn the characteristics of the active brotherhood, and the expectations involved. They learn this in their education sessions, from their big brothers, and largely from observing the behavior of already initiated brothers who hold a status they aspire to gain.

It is imperative that new members have cohesive objectives and aspirations to achieve. These should be centered on Psi Upsilon's Mission and Values, as those are the foundation upon which we have built our mighty friendship since the times of our Founding Fathers.

The overall purposes of the education program, as prescribed by the Fraternity's Constitution, are to:

- Provide a thorough and comprehensive orientation to Psi Upsilon – its history, international structure, philosophy, values and ideals, traditions, ritual, songs, and programs.
- Create a sense of responsibility and commitment to the college or university and to Psi Upsilon.
- Develop a sense of unity and camaraderie within the brotherhood.
- Provide a working knowledge of how the chapter operates, both as an organization and as a physical property/chapter house if applicable.
- Develop a clear understanding of the New Members' future role in the chapter and the contributions the New Member can make as a brother.
- Encourage and motivate the New Member to develop potential managerial and leadership skills.
- Guide the New Members toward improvement as an individual and as a member of their community.

Here are some learning objectives centered on each of Psi Upsilon's Values:

### Lifelong Friendship

Psi Upsilon unites its members in a diverse brotherhood of firm and enduring friendship that will last a lifetime.

- Vulnerability
- Honesty
- Empathy
- Life planning
- Fraternity History
- Role of alumni
- Founder's Pledge



## Moral Leadership

Psi Upsilon's system of self-governance nurtures development of mature decision-making, individual responsibility and moral leadership.

- Big Brothers
- Membership expectations
- Officer responsibilities
- Fraternity organization
- Chapter organization and history
- Constitution
- Chapter by-laws
- Convention
- International Office

## Intellectual Engagement

Psi Upsilon fosters individual and chapter support for the academic mission of the college and creates opportunities for co-curricular learning and personal development.

- Study hours
- Academic Chair
- Chapter scholarship program
- Psi Upsilon Foundation
- Foundation scholarships
- Time management
- Faculty speakers
- Brother mentorship
- Faculty Advisor role/introduction

## Responsible Social Conduct

Psi Upsilon's members are guided by principles of responsibility, civility and courtesy.

- Risk Management Policies
- Social hosting guidelines
- Social Chair
- Chapter house tasks
- Financial obligation to chapter and Fraternity
- Stress management
- Bystander Intervention
- Campus Clarity's Think About It program



## Service to Society

Psi Upsilon encourages service to college, community, country and Fraternity.

- Community Service
- Philanthropy
- Community Service Chair
- Neighborhood/community relations
- New Member administered Community Service/Philanthropy



## Difficult Conversations/Providing Feedback

As stated in the last section, as the New Member Educator, you are going to have to hold new members accountable to expectations, and also manage brothers during new member-related functions. Holding initiated members accountable is the responsibility of the chapter's Executive Council and Archon, and we will delve into that relationship later. For now, we will focus on holding new members accountable to the expectations that they should sign at the beginning of the process.

In this position, the best and easiest way in order to hold your new members accountable is to have them invest in the process and invest in you as their immediate mentor, coach, teacher and advocate. It is an essential part of this relationship that you know how to properly motivate them, building them up instead of tearing them down.

Here are some hints on how to motivate people

- Be a good listener
- Criticize or reprove constructively
- Praise publicly
- Be considerate
- Delegate responsibility in detail
- Give credit where it is due
- Avoid domination or forcefulness
- Show interest in and appreciation for others
- Made your wish known by suggestion or request
- Live as an example
- Be fair and consistent
- Show new members you believe in them
- When you are wrong, admit it
- Give weight to the fact that people carry out their own best ideas
- Give your new member's goals, a sense of direction, something to strive for and achieve
- Be careful as to what you say and how you say it
- When you make a request or suggestion, be sure to tell the reason for it
- Do not be upset by little hassle

Here are some ways to provide feedback without giving offense

- If you must find fault, begin with praise and honest appreciation
- Talk about our own mistakes before criticizing the other person
- Ask questions instead of giving direct orders
- Praise the slightest improvement and every improvement
- Give the other person a good reputation to live up to
- Always let the other person save face
- Make the fault seem easy to correct – use encouragement



## The Big Brother

The big brother is one of the most important roles in a new member's developmental experience. This relationship shapes expectations and the reality for what it means to be a fully initiated member of the chapter. The big brother acts as a guide, mentor, coach, friend, and advocate within the education process. As with any elected position, certain expectations are placed upon big brothers.

### Choosing a Big Brother

Sample requirements to be eligible to become a big brother:

- No debt to the chapter
- Minimum GPA of \_\_\_\_ or higher (suggested 3.0)
- No disciplinary issues within campus or community
- Minimum \_\_\_\_ community service hours completed last semester (suggested 5)
- Availability to be a big brother

Determine the method by which a big brother will be chosen.

- New members should be given a list of eligible members based on your chapter's criteria
- Have each of the new members rank their top three choices
- Have the eligible initiated brothers rank their top three choices
- New member educator and chapter leadership should pair new members with brothers keeping these criteria in mind:
  - Area of study
  - GPA
  - Committee placement
  - Chair or Executive board position
  - Hobbies/Interest
  - Club/Organization involvement
  - Intramural/Sports interests
  - Career Goals

Some of the big brother's responsibilities include:

- Attending new member meetings and events
- Helping the new member find resources in the chapter or school
- Making sure the little brother is doing well in his academics
- Provide support for the member throughout his experience even as an initiated brother
- Act as a role model and mentor
- Check in on the progress during the new member education process





## Ritual and Ceremonies

Throughout the education process, rituals and ceremonies will play a significant role in the reinforcing the ideals and aims of the fraternity. All rituals and ceremonies are contained in *The Gold Book: Ceremonies of Psi Upsilon Fraternity*. Ritual provides ongoing education in the tenets and values of the Fraternity.

A ritual is a pattern of behavior repeated in a prescribed manner, reminiscent of a ceremony. Rituals are as old as mankind and are usually associated with religious observance, a rite of passage, or both. Much ritual in the western world can be traced to the ancient Greeks, who were then copied by the Romans, who spread such ceremonies throughout Europe.

Fraternity ritual, albeit with roots in ancient history, can be traced more directly to the Society of the Free Masons. The Masons began in the early 11<sup>th</sup> century as a society of skilled stone workers. Their group evolved into one providing mutual assistance and brotherly love. To induct new members into their society, and to acknowledge and celebrate each rite of passage within the group, the Masons developed ritualistic ceremonies. The roots of these ceremonies can be traced to the ancient Greeks, Hebrews, and early Christians. Masonic ceremonies, when performed well, are extraordinarily beautiful and thought provoking. They satisfy three basic requirements for any successful ritual.

- The Ceremony must be related to, and explain, the goals of the organization
- The ceremony must be conducted like a play, where everyone has a part, including the initiate. Such a ceremony should not be merely a recital of speeches. It must require the active participation of the initiate.
- The ceremony must be conducted with an air of seriousness and secrecy.

In all the ceremonies, whether produced from memory or from the printed work, practice and knowledge are essential. Those who have parts in the various ceremonies should practice reading and speaking their parts and they should rehearse to perfect timing and performance where necessary to attain good cooperation among all participants. The meaning and pronunciation of the words should be learned since many are not common in everyday language.

The importance of a dignified and meaningfully performed ritual cannot be overstated. Every year the officers of a chapter change, so it follows that usually the initiation and pledge ceremonies must be read from the Ritual. This does not mean that no part should be committed to memory. Each ceremony should be memorized as much as possible. Rehearsals are important to make sure that logistical problems can be worked out in advance. At the very least, the opening and closing speeches of the chapter meeting should be delivered from memory.



The chapter room or meeting room should be in keeping with the dignity of the activities conducted therein. Ideally, it should be a room designed with the ritualistic ceremonies and meetings of the chapter in mind. The fixtures, furnishings, lighting, and decorations should all be especially arranged to accomplish efficiently and thoroughly the exemplification of our ideals.

In all of these ceremonies, the atmosphere, surroundings, timing, and scheduling have a significant impact on achieving the desired result – a thoughtful, dignified, and meaningful expression of our Fraternity. These ideals, when incorporated into our daily lives, exemplify the true distinction between Psi Upsilon Fraternity and other organizations.

The ceremonies that should be performed by each chapter of Psi Upsilon are the Founders' Pledge Ceremony, Big Brother Ceremony, Initiation, Covenant and Code Affirmation, and Adamantine Chain Ceremony. They can all be found in *The Gold Book* with instructions for completing each.



## Ritual Discussion Guide

The purpose of Ritual Discussion is to help the Brothers recall the oaths and promises made while participating in the ceremonies of Psi Upsilon, and to reinforce the Ideals and Virtues of the Fraternity. The words and phrases used in Psi Upsilon's rituals offer a clear definition of the values and ideals of Psi Upsilon. Yet, for various reasons, most members have only a vague recollection of their meaning and content. By reading and discussing these words and their implications, we will arrive at a better understanding of the expectations of brotherhood, the responsibilities of membership, and the true meaning of fraternity. It is best to review each ritual within a few days of its performance.

The ritual chairman should facilitate the session. Begin each discussion session by explaining the purpose of the exercise to the whole group. Divide the chapter into three groups. Each group will receive phrases from the text of the ceremony along with discussion questions for each phrase. A recorder will be asked to keep track of the discussion on a separate sheet of paper. After 25 minutes of discussion, the group will come back together to share with the others what they discussed. The ritual chairman should also ask of the whole group if they found any of the material unfamiliar, if anything was new to them, or if any of it contradicted the chapter's standards or values.

You will need to keep the discussion focused on the "important" ideas present in the ritual. There will be very few "right" or "wrong" answers; therefore it is important to be careful that brothers do not attack one another or point fingers at those who have not lived the life of the "perfect brother." Try to keep the discussion on the abstract and esoteric. Make it clear to the brothers that these phrases are taken directly from the ritual and ceremonies as performed.

### Discussion Questions for the Founder's Pledge

The Founder's Pledge dates to November 24, 1833, and was signed by the original founders of the Fraternity. Its historical importance aside, it is the new members first exposure to the ritualistic side of Psi Upsilon. It is essential that the new members understand what it means to be in Psi Upsilon, what will be expected of them, and what they can expect in return. By understanding and discussing the ceremony and the Founders' Pledge, the new members will begin to gain that understanding. Brothers are expected to participate actively in this discussion.

- There is a "vital need for preparing new members for initiation by systematic instruction in the fraternity's songs, history, organization, traditions, and ideals." Why is this vital?
- What are the "time-tested ideals" of Psi Upsilon? How have they withstood the test of time? Do people always act in accordance with their principles? Should they?
- One of the goals of orientation is to create an "attitude of mind and spirit [such] that they will appreciate fully our beautiful initiation ritual." What state of mind does this require? Why is it



important to appreciate what happens in the initiation? How can the dignity and impact of the ceremony be compromised?

- Why was Psi Upsilon founded?
- What benefits does Psi Upsilon afford us as students? In later life?
- Why is secrecy, as symbolized by the skull, important in the Fraternity? How would Psi Upsilon be different if it were “non-secret?” How do you feel about people that keep secrets from you?
- What is the significance of the pledge pin? What does it symbolize?
- Why do we have new members?

### Discussion Questions for the Big Brother Ceremony

Discussion of the Big Brother Ceremony is essential. By bringing the entire group of new members and their Big Brothers together, you will ensure that both brothers and new members are fully aware of their responsibilities to each other and to the chapter.

Although this session is not mandatory for the entire chapter, all Brothers should be encouraged to attend and participate in the discussion.

- What is the definition of leadership?
- What is a “model brother”?
- What is a mentor?
- Why does Psi Upsilon expect a lifetime commitment from its members?
- What is hazing? What are its effects? Why is hazing unacceptable in Psi Upsilon?
- What are our obligations to the future? What have we inherited from the past?
- What is Psi Upsilon’s “Beacon Light”?
- How can each one of us serve as an example to the community?

### Discussion Questions for the Initiation Ceremony

This ceremony, with its annual reaffirmation ceremony, “The Covenant,” is the most important part of the Ritual program. Because of its significance, proper understanding of the ideas and concepts contained must be gained. The Initiation embodies all that is Psi Upsilon. All Brothers should participate in this discussion following each initiation.

How do the four Virtues of the Fraternity fit into our daily lives?

“Ask to be initiated into our mysteries, and to become a member of our Brotherhood.”

- What are “our mysteries”?
- What does it mean to be initiated?



“I inform you that you have been unanimously elected a member of the Psi Upsilon Fraternity, and you now come to unite your name, your fortunes, and, we trust, most of all, your heart to a band whom the ties of kindred feeling, similar tastes, and mutual regard have bound together.”

- How are the obligations of brotherhood described in this section?
- How is chapter unity achieved?
- Why is it important that members are elected?
- Are New Members treated with the same “regard” as actives?

“We expect all who join our Fraternity to expel from their breast all distrust and jealousy and bring the warmest feelings to the common altar.”

- Why is trust important?
- How is trust violated?
- What causes jealousy? What are the consequences of jealousy in a brotherhood?

“We shall regard you with honest confidence and brotherly esteem, and shall expect from you the same warm offering.”

- How can you show “honest confidence” in your brothers?
- How can “brotherly esteem” get lost in daily encounters? In what ways is self-esteem lessened?

“In connecting yourself with this Fraternity, do you solemnly promise that you will obey its Constitution and its laws?”

- Why does Psi U have a Constitution?
- Should the Constitution dictate the behavior of the individual? Of the chapter?

“That you will faithfully perform every duty assigned you; and that you will contribute all in your power consistent with honor and morality for the promotion of the interests of the Fraternity and of your fellow members?”

- Are these promises important to the success of the chapter?
- Does this promise demand too much?
- Are your interests, the interests of the chapter, and those of the Fraternity the same?
- When do they diverge? What is your first loyalty?

“You have now entered into obligations from which you can never withdraw.”

- For how long are you a member of Psi U?
- How should alumni fulfill their obligations? Seniors?



“Upon you now rests the responsibility of sustaining and promoting by word and deed the principles and objects of the association with which you have connected yourself.”

- What are “the principles and objects”?
- How are these sustained?
- How do you deal with someone who is not sustaining them?

“We have pledged to each other our sacred honor”

- How do you define honor?
- Does the concept of “honor” apply to everyday life?



## Scholarship during New Member Education

Strong scholarship is crucial to the chapter's recruitment program. You must convince both the prospective member and the parents, that academic excellence is important to the chapter. Academic achievement should also be important to the men you are recruiting. If it is not, then you probably should not be recruiting them.

Developing a financial scholarship for incoming freshmen is a great recruitment tool – it attracts a large number of potential members, the kind that take their academics seriously. The chapter must carefully evaluate the academic potential of every prospect. Each prospect should complete an information sheet that asks for high school and college grades so you can ensure they are in good standing with the university. Explain the chapter's academic requirements and listen to what they have to say about their academics. What classes are they taking? Are they a member of any honorary societies? What are their goals in life? How do they feel about grades?

Finally, provide each prospective member with a copy of the scholarship program and the chapter's progress. They can use this to determine their interest in joining Psi Upsilon and review it with parents so they, too, can be comfortable with the decision.

### Psi Upsilon Standards for Initiation

The Constitution states that, in order to be initiated into the Fraternity, the candidate must be a student in good standing with the university: "...but no chapter shall initiate any person or persons who are not recognized as students in good standing by the Faculty and Trustees of the college or university in which the chapter is located." (Article IX, Section 1). Simply put, a brother may have been in good standing with the university when they joined, but if the brother should begin to struggle, whether as a new member or as an initiated brother, the chapter should step in to help.

### Role of Academics in the New Member Education

As intellectual achievement is a foundational value of our brotherhood, and orientation is the introduction to this bond, it is essential that proper study habits and academic priorities be instilled in the chapter's newest members and future leaders. New members must be reminded that the reason they are attending college is for their academics and Psi Upsilon, whose members and new members strive to be intellectually excellent, must always keep this fact in mind.

The obligations inherent in fraternity education are not all to be assumed by the new member. When the chapter places its pledge pin upon an undergraduate, the chapter and its members assume an obligation to the new member. For this reason, the chapter should realize that:

- New members should be given early instruction in effective study methods. This could include but not limited to best courses, professors, and how to study. It is increasingly difficult to



improve a cumulative GPA after a poor start to a term so the chapter should do its best to ensure the new members become initiated with the right academic skills.

- New members should be made aware of upcoming events and requirements to ensure that they can successfully develop a plan to balance their academic commitments and those of orientation. Sharing the schedule with them will only help achieve these goals.
- The New Member Education program should be built on the theme of fraternity and academic education as well as improving communication and leadership skills. The new member's Big Brother should be a mentor in academic life as well as fraternity life. Be sure to clearly communicate the importance of this role to the Big Brother. A new member that is struggling academically should have a highly motivated Big Brother. This is one reason among many that carefully selecting a Big Brother is important to early success.
- Set study hours for the new member class to ensure that they have sufficient time to succeed academically during the education process. The class should gather at the library or an academic building for this study time; not the chapter house where they may be distracted. Teaching the new members that time should be set aside to study every night will develop habits that will help them excel. New members should also feel free to join initiated brothers during their required study hours as well.

The ultimate goal for this process is for the new members to be initiated with certain standards already placed into their psyche that scholarship is just as an important aspect of fraternity life as the brotherhood that comes along with it. An effective program will include a Scholarship Chairman and a committee, study hours, recognition for good and improving grades, a tutoring program, a chapter study space, and academic goals for the entire chapter as well as its individual brothers.





## Sample Education Syllabus

Throughout this material, the new member educational process has been described in its principles and fundamentals. This program requires the coordinated efforts of the entire chapter and its cadre of officers to make it successful. Now that you have been exposed to methodology and techniques regarding how and why the program is designed this way, it is time to decide on the structure for your chapter’s program and put the pieces together.

This sample syllabus for a semester of new member education, as with the rest of this material, is meant to serve as a guide for your independent construction of an effective program. Every chapter and individual new member class is going to possess unique attributes and needs that necessitate adaptation and individuality. It is also essential that, when considering the scheduling and length of events, College and University regulations be adhered to.

### Week 1: Orientation and Introduction

- Founders Pledge Ceremony
- For One-Tier Membership Chapters-- Initiation
- Syllabus (including date of initiation) distributed
- Member/New Member expectations
- Psi Upsilon Mission and Values
- Chapter Executive Council Introductions
- New Member class introductions
- Collect information on new members report to International Office
- Collect New Members’ class syllabuses
- Distribute Risk Management policies
- GreekLifeEDU
- Describe basic academic expectations/study hours (this should also happen during recruitment)
- Describe financial obligations (this also should have happened during recruitment)
- Week 1 Sample Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>● Founders’ Pledge Ceremony</li> <li>● NM Class Intros &amp; collect report info for HQ</li> <li>● Syllabus distribution</li> <li>● Financial obligations</li> <li>● Member/NM expectations</li> <li>● GreekLifeEDU &amp; RM policies</li> <li>● For One Tier Membership: Initiation</li> </ul>			<ul style="list-style-type: none"> <li>● Mission &amp; Values</li> <li>● Chapter EC intros</li> <li>● Academic expectations &amp; study hours</li> <li>● Collect NM syllabuses</li> <li>● GreekLifeEDU check in RM policy questions</li> <li>● Go over schedule for next week</li> </ul>	



## Week 2: Founding and Foundation

- Send fully completed New Member report to International Office
- Ritual reflection on Founders' Pledge
- Meeting with Academic chairperson
- Review of academic expectations/program
- Describe role of Big Brother
- New Members select top 3 desired brothers for Big Brother
- New Member Educator and chapter leadership assign Big Brothers
- Big Brother ceremony
- The founding of Psi Upsilon
- Review Risk Management policies
- Song of Psi Upsilon (suggested Doxology)
- Week 2 Sample Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>● Founders' Pledge reflection</li> <li>● Academic Chairperson meeting &amp; review</li> <li>● GreekLifeEDU check in</li> <li>● Describe Big Brother role, NMs select top 3</li> <li>● Founding of Psi Upsilon</li> <li>● Assign TED Talk (from additional list)</li> <li>● NME &amp; EC select Big Brothers</li> <li>● Send NM report to HQ</li> </ul>			<ul style="list-style-type: none"> <li>● RM policy review</li> <li>● Song of Psi Upsilon</li> <li>● Go over schedule for next week</li>   <li>● Big Brother Ceremony</li> </ul>	

## Week 3: Support, Governance, and Resources



- Ritual Reflection on Big Brother Ceremony
- Chapter alumni organization
- Role of alumni
- Discuss time management best practices
- Discuss study hours best practices
- GreekLife EDU needs to be completed
- Psi Upsilon fraternal “five firsts”
- Psi Upsilon International Office
- Psi Upsilon/Chapter Heraldry and Symbols
- Psi Upsilon governance
- Psi Upsilon Foundation and scholarships
- Psi Upsilon Constitution

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>● Big Brother Ceremony Reflection</li> <li>● GreekLifeEDU completion check</li> <li>● Role of Alumni &amp; alumni organization intro</li> <li>● Time management &amp; study hours best practices</li> <li>● Alumni Speaker (from additional list)</li> </ul>			<ul style="list-style-type: none"> <li>● <b>Psi Upsilon Info Night:</b></li> <li>● “Five Firsts”</li> <li>● International Office</li> <li>● Psi Upsilon/Chapter Heraldry and Symbols</li> <li>● Psi Upsilon governance</li> <li>● Psi Upsilon Foundation &amp; scholarships</li> <li>● Psi Upsilon Constitution</li> <li>● Assign TED Talk (from additional list)</li> </ul>	

## Week 4: The Chapter



- Further discussion on Chapter Executive Council roles and responsibilities
- Elections explanation
- Roberts Rules of Order, Parliamentary Procedure
- New Members observe chapter meeting
- University/College history
- Chapter history
- Campus fraternity/sorority community
- Chapter by-laws
- Psi Upsilon Media Policy

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>● Chapter EC deep dive, characteristics, &amp; qualities</li> <li>● Elections explanation</li> <li>● Roberts Rules, mock meeting with NMs running it</li> <li>● Media Policy</li> <li>● LGBT+ Awareness Education Presentation/Speaker (from additional list)</li> </ul>			<ul style="list-style-type: none"> <li>● <b>Chapter focused night:</b></li> <li>● University/College History</li> <li>● Chapter History/interesting facts</li> <li>● Campus fraternity/sorority community</li> <li>● Chapter By-Laws and best practices</li> <li>● Assign TED Talk (from additional list)</li> </ul>	

## Week 5: Responsible Social Conduct



- Social hosting guidelines
- Campus IFC policies
- Diversity and Inclusion speaker/presentation from campus professional
- Bystander behaviors and intervention practices
- Review campus involvement opportunities outside of Psi Upsilon
- Norms of behavior (consult with Chapter Leadership Consultant)
- Etiquette
- Psi Upsilon Risk Management Policy second review
- Community Service/Philanthropy

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>• RM Policy check in &amp; review</li> <li>• Social/gathering policies</li> <li>• Campus IFC policies</li> <li>• Bystander intervention (campus professional)</li> <li>• Etiquette presentation</li> <li>• Title IX Coordinator or Sexual Assault Speaker (from additional list)</li> </ul>			<ul style="list-style-type: none"> <li>• Community Service &amp; Philanthropy</li> <li>• Campus organization and involvement encouragement</li> <li>• Norms of behavior</li> <li>• Diversity/Inclusion Speaker</li> </ul>	

## Week 6: Initiation



- Final test (Sample Attached: make sure you have covered what is on the Final)
- Chapter votes on initiating New Members
- Check requirements have been met with International Office
- Initiation ritual

Monday	Tuesday	Wednesday	Thursday	Friday
<ul style="list-style-type: none"> <li>● Final Check In</li> <li>● Final Test (sample attached)</li> <li>● Assign TED Talk (something motivational)</li> <li>● Chapter Votes to Initiate</li> </ul>	<ul style="list-style-type: none"> <li>● Check with International Office</li> </ul>			<ul style="list-style-type: none"> <li>● Initiation Ritual</li> </ul>

**Additional Topics and events** (to fit in at any applicable point)

- New Member & Big Brother administered community service or philanthropy project
- Founder's Day
- Homecoming
- LGBT awareness education
- Title IX Coordinator or Sexual Assault Speaker
- Additional Diversity & Inclusion Speaker
- Alumni Speaker event
- Spring break
- Team building (ropes course, paintball, laser tag, etc...)
- TED: Brene Brown; The Power of Vulnerability
- TED: Jackson Katz; Violence Against Women – It's a Men's Issue
- TED: Stanley McChrystal: Listen, Learn... then Lead
- TED: Susan Cain; The Power of Introverts
- TED: Simon Sinek; How Great Leaders Inspire Action
- TED: John Wooden; The Difference Between Leading and Succeeding



## Sample Final Exam

- Psi Upsilon Founding
  - College/chapter designation
  - City
  - State
  - Year
  - 4 of 7 Founding Fathers
  - First 5 chapters
  - 5 nearby chapters
- International History
  - Psi Upsilon's Five Fraternal Firsts and significance
  - How is Psi Upsilon Fraternity governed? Role of:
    - Constitution
    - Convention
    - Executive Council
    - International Office
    - Chapter
  - Mission and Values
  - Where is the International Office?
- Songs
  - Doxology
  - Welcome Brothers
  - Dear Old Shrine
- Chapter
  - Chapter Name
  - Chapter Motto
  - Chapter Founding History (Date)
  - Officer positions and roles
- Campus
  - College/University founding year
  - Campus fraternity/sorority names
  - IFC regulations
- Greek alphabet



## Leaving a Legacy

Now that your tenure as New Member Educator is coming to an end, it is time for you to reflect on the experience you have had in this position. The person who comes after you will bear the same responsibility, face the same challenges and experience similar successes based upon the example you have set throughout your term in the position. They will also face unique challenges and possess unique opportunities, which makes it all the more essential that you reflect on and share your experience, strength, and knowledge.

Here are some questions to answer at the end of your tenure as New Member Educator. These should be shared with your successor and the leadership of the chapter. Go over this information with the person who is holding this position for the next year or semester. Providing them with this material will allow you to continuously improve the educational programming involved in your education process.

### Reflection Questions

- What was the most memorable moment of your experience?
- What made this experience particularly memorable?
- What do you consider your greatest success as a New Member Educator?
- What did you learn from this successful experience?
- How can this be best repeated or improved upon by future leaders?
- What was the greatest challenge you anticipated facing in the beginning of your term as New Member Educator?
- What was particularly challenging about this experience?
- How can future New Member Educators improve upon this challenging experience?
- What were your goals when entering into the position?
- Which of these did you succeed in achieving?
- What enabled this success?
- Which goals did you not achieve, or feel could be most improved upon?
- What advice would you provide to the next person regarding your experience?





## Case Studies: Education in Action

As you are educating your New Members in what it means to be a brother of Psi Upsilon, it is imperative that you teach them to deal with difficult situations in the proper manner. Working through case studies is a terrific way to engage them in critical thinking skills and see what solutions they can come up with as a result of the education they have received so far. Their completion of these exercises will also make apparent any knowledge gaps or misinterpretations have been left open during the education process. Here are some examples of case studies to have the New Members work through at various points in their educational experience. Adapt them to best fit a realistic situation within your group, and provide constructive feedback to the solutions your New Members develop during discussion.

### Case Study 1

Your chapter is struggling. In the last few years, membership has dropped and you are one of the smaller fraternities on campus. The chapter's GPA is below the all men's average and you've received warnings from the campus Greek Advisor that the chapter will be put on social probation if the GPA doesn't improve. Last year, before you were elected Archon, the chapter planned to do 3 major projects – create a website, sponsor a youth baseball team, and host a talk by a campus professor at the chapter house. None of these were completed. Brothers aren't involved in campus organizations and no one seems to be concerned enough about the chapter's regression to be vocal about it.

You and your new Exec board are seeking to revive the spirit and individual participation in the chapter and the chapter's campus involvement. They have set up committees to work in every major area of operation. Special attention is being given to academic excellence, community service projects, fraternity education, and recruitment.

A contingent of vocal members contends that the chapter officers have no business in such efforts. The fraternity is a "social" organization. They further contend that the officer's main job is to complete any paperwork from the University and International Office and things like scholarship and community service is none of their business.

As a leader or initiated brother, how do you respond to this part of the chapter?

Are things different if this is how the majority of the chapter feels? How?

Who can help you?

What do you feel is the top priority for the chapter to improve – GPA? Recruitment? Accountability? Service? Involvement? Why?



## Case Study 2

It's time for the annual Spring Carnival on your campus. Every year, all the fraternities and sororities sponsor different booths at the carnival and donate the proceeds to charity. Prizes are awarded for the best booth, money raised, and most participation.

The chapter is taking the competition seriously and has made it a goal to win. You're going to be selling tacos at your booth and you've established a Mexican Fiesta theme to help promote it. Everyone is dressing up in sombreros and ponchos, and a few of the guys have even painted their skin dark and made fake mustaches to get in the spirit.

Is there an ethical dilemma in this case? If so, what is it?

At what point does the outfit become racist? Is any outfit racist?

Does the fact that it is for charity change anything?

## Case Study 3

Your Chapter seems to be revolving around social programming. It seems that every function is not any fun without liquor and that more than half the Chapter acts inebriated. This has led to some behavioral problems with some members and a definite image problem is surfacing. Dates are treated rudely and sororities are beginning to dislike the Chapter. In particular, the 3 social chairs are scheduling afternoon pre-parties multiple times a week. They are also responsible for many of the incidents with sorority members causing complaints.

The chairmen also set up a mixer with a sorority called Playboy bunnies where the men come in bathrobes and the women are supposed to wear bunny ears. They also came up with a rush t-shirt that was the Icehouse label changes to read "PsiU House". At a bar recently, one of the social chairs poured beer on a girl when she confronted him on some derogatory language he was using to describe her sorority. At a recent Chapter meeting a newly initiated brother asks during open discussion, "Why does the Chapter allow women to be insulted and abused when we are supposed to be gentlemen?"

How should you as an individual address this problem?

How should the chapter address this problem?

Is this problem more than just the social chairmen? What can be done to help prevent the incidents from occurring?

Who decides what is and what isn't appropriate behavior?



### Case Study 4

It is Dan's 21st birthday and his girlfriend planned a bar crawl in his honor. The chapter is all planning to attend, stopping for at least one drink at each of the 7 bars in town. Some brothers that are underage have fake IDs, and the rest can get into the last bar since the bouncer is a brother. Dan has made it apparent that his goal is to reach 21 shots for his 21<sup>st</sup> birthday.

Is this a chapter event?

If something goes wrong is the chapter responsible?

Is there an ethical dilemma in this situation? If so, what is it/are they?

How could this situation be more effectively managed?

### Case Study 5

It's almost two in the morning. You've been at the library studying for an English test with two of your classmates. You walk back to the house and open the side door near the parking lot.

As you round the corner in the hallway and enter the TV room, you literally walk right into one of the senior brothers who has just moved into an off campus apartment. He and his roommate are carrying a couch that was donated to the chapter last year. The older brother says, "Don't worry, seniors always take old furniture."

How would you handle this problem?

As an officer how would you handle this problem if it was reported to you after the event happened?

If this was an old piece of furniture does it make a difference?

If the brother is confronted after the fact and refuses to return the furniture then what do you do?



## Case Study 6

A junior in the chapter, who isn't presently serving on any committees, is 2 months late in paying his chapter dues. He currently has a job on campus and his tuition and room and board are paid for by his parents. He goes out with brothers on a regular basis and is known for his generous spending habits – often buying rounds for the other brothers or covering the cost of late night snacks.

When he is confronted by the chapter treasurer he says he doesn't have the money to pay right now but should have it next month and will pay then. This is the same excuse he made the month before.

What should happen to the brother for not paying his dues?

If multiple brothers aren't paying their dues does this change the situation? How so?

What if his parents weren't helping him out? Would this change the situation?

Would it matter if he was more involved in the chapter?

Last Updated: 8/10/2020