

Alpha Chi Rho
Delta Sigma Phi
Postulancy Program

2022-2023

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Roles and Definitions

Postulant: A postulant is an uninitiated new member being prepared for Brotherhood.

Signees: These are potential new members that have signed their bids. They become postulants after the Pledging of Men to Postulancy pseudo, described in Appendix C.

Postulant Leader: The Postulant Leader is a guide for the postulants. He is their advocate and will prepare the postulants for Brotherhood.

Big Brother: A Big Brother, also known as a “big”, is a Brother of the Delta Sigma Phi chapter of Alpha Chi Rho who is assigned to be a mentor to a postulant, who will be their Little Brother or simply their “little”. The Postulant Leader will decide big and little pairings. It is the job of the Big Brother to help teach his little the exoteric, explain Brotherly duties and obligations, and to be a support network for the postulant during Postulancy. Big Brothers are required to sign a pledge to be a Big Brother before they may receive a little (Appendix I).

Postulancy Team: The Brothers responsible for the maintenance and execution of the Postulancy Program. This team includes the Postulant Leader, Books Educator, Test Educators, and General Educator.

Books Educator: The Books Educator, Zevulun Lierbermann, is in charge of teaching the postulants about postulant books. Postulant books are a tool for postulants to gather information about and get to know each Brother and fellow postulant. He will see to it that the postulants complete their books in a timely manner.

Test Educator: The Test Educators, Ezra Yohay and Drew Silvernail, are responsible for carrying out the National Exoteric Exam and the Local Test. They will prepare postulants for these tests by running study sessions and administering practice tests.

General Educator: The General Educator, Richard Curtis, is responsible for checking in with the postulants. Check-ins will be conducted to get a sense of how the postulants are feeling about the postulancy process and the effect it is having on their workload. Questions asked during this will include the following:

- How do you feel you are interacting with the other postulants?
- Would you say you are more, equally, or less involved than the average of your class?
- How are you interacting with your Big Brother?
- Are you happy with the amount you are coming around the house?
- How are you doing academically?
- Do you feel stressed out by the amount of work Postulancy has added to your schedule?

Postulancy Education Meetings: Postulancy meetings are weekly meetings which are organized by the Postulancy Team where postulants and the Team are in attendance. During this time the Postulancy Team will assist the postulants with learning the objectives of the program and inform them of upcoming events.

Phi Week: The five days preceding the weekend of initiation (February 20-24), described in further detail on page 11.

Committees: There are several committees within the chapter which are appointed to various functions of the fraternity. These committees are each chaired by a Brother appointed by the executive board and overseen by the Vice President, Reily Siegel. All active Brothers will serve on a committee during their time at WPI. Postulants will create their own committees to work on the different projects.

House Manager: The House Manager, Matt Folenta, is responsible for maintaining the properties of Delta Sigma Phi.

Risk Manager: The Risk Management Officer, Spencer Harding, is responsible for managing risk within the household.

Steward: The Steward, Richard Curtis, is responsible for ensuring cleanliness in the kitchen.

Parliamentarian: The Parliamentarian, Reily Siegel, oversees the maintenance of orderly chapter functions.

Ritual Officer: The Ritual Officer, John Winship, is responsible for conducting all Rituals and Pseudo Rituals.

Sergeant at Arms: The Sergeant at Arms, Sean Foody, is responsible for encouraging postulants to complete their tasks.

Chaplain: The Chaplain, Shawn Finnigan, assists in mental health and conflict resolution within the Brotherhood.

National Exoteric Exam: An evaluation of the Postulant Class's knowledge of the public information about the national fraternity and chapter. This exam is taken at the end of Postulancy.

National Exoteric Practice Exams: An iterative evaluation covering material from the official exam, taken in preparation throughout postulancy.

Local Test: A bi-sectional evaluation of the Postulant Class's knowledge of the chapter, its offices and their proceedings, and Greek life at WPI. The questions and answers can be found in Appendix E.

Summary and Introduction

This document details the philosophy, goals, structure, and activities of the Alpha Chi Rho, Delta Sigma Phi (AXP-DSP) Postulancy Program. This document is a format for the AXP Postulancy Program, present and future, and will be updated on an annual basis.

COVID Safety

If a Brother or postulant were to test positive for COVID-19, all their responsibilities shall be postponed until after their period of isolation.

Program Purpose and Outcomes

The Goal of the Postulancy Program is to build men that will become outstanding Brothers. These Brothers will not only have demonstrated an understanding of how to live by the landmarks, but will also gain several skills and character traits becoming of Brothers of the fraternity. To achieve this aim, several outcomes for the Postulancy Program were selected based on the Brotherhood's prior experiences and ideas of what postulants should learn during Postulancy. This list was compiled by using a survey of the house, newly initiated Brothers, and a discussion by the Postulancy Team. These outcomes are described below.

Learning the Landmarks of Alpha Chi Rho

Postulants shall learn to recite, understand, and live by the landmarks of Alpha Chi Rho. Emphasis shall be placed on not only knowing the landmarks, but also on understanding their roles in daily life.

Build a Community

Postulants shall develop a sense of community with fellow postulants and Brothers of the Delta Sigma Phi chapter of Alpha Chi Rho. This will help foster a community of support, caring, and Brotherly love as called upon in the landmarks. They will be able to express themselves freely to fellow postulants and Brothers.

Develop Leadership Skills

Postulants shall be prepared to give back to the community, take initiative, and be self-organizing. Postulants shall develop problem solving and conflict resolution skills to grow as individuals and to prepare for the rigors of being a member of a fraternity. They will also understand the ability to gain leadership positions in the house and step into roles when needed for the betterment of the fraternity.

Contribute to the Fraternity

Postulants shall be prepared to take up the functions of the fraternity, including house jobs, work party, and waitons. Postulants will understand that the house is an investment: the chapter is what they make of it. Postulants will also understand their responsibility to be on housing and meal plan.

Understand the Functions of the Fraternity

Postulants shall understand the functions and operations of the fraternity. This includes understanding the order of House Meeting, the bylaws of Delta Sigma Phi, the standing committees of the chapter, and the positions in the house. Fraternities also function as key players in the WPI community.

Program Requirements and Criteria

To meet the outcomes of the program, the following requirements and criteria shall be met. The Postulancy Team will educate the postulants on how to achieve these objectives during Postulancy Education Meetings. When needed, they may be modified depending on the needs of a postulant.

Learning the Landmarks of Alpha Chi Rho

National Test

The Postulant Class shall take and pass the National Exoteric Exam with a score of 90% or above. The exam will demonstrate their understanding of the history of the National Fraternity of Alpha Chi Rho. The National Fraternity of Alpha Chi Rho requires new members to score a minimum of 80% on the National Exoteric Exam to be eligible for membership. Delta Sigma Phi requires a standard of 90% in order to display postulants' knowledge of the history of the fraternity.

Postulants shall be given the National Exoteric Manual to study; they will be quizzed on each part of the exam in increments during Postulancy Education Meetings, increasing each time they take the test. Each weekly quiz and the full exam will be graded by the Postulancy Team. Big Brothers are required to go over the exam with their little to aid in the postulants' understanding of the chapter history and Landmarks. The Test Educators will also hold study sessions and additional opportunities to take practice tests if the postulants want. The full National Test will be taken towards the end of Postulancy as a class, overseen by the Ritual Officer, and must be passed by all members of the class in one session. A copy of the National Test can be found in the Postulancy Google Drive.

Contribute to the Chapter

House Jobs

House Jobs are chores assigned by the House Manager to Brothers and postulants to maintain the house(s). Postulants and Brothers are typically assigned house jobs once a week on either Tuesday or Thursday. They will be overseen by the House Manager and Assistant House Managers. This requirement is met when every postulant has completed the house job standards set and held by the Brotherhood. House jobs are vital to keep a clean and orderly house. As such, postulants should know how to maintain the house they seek to join and learn cleaning and sanitation skills. All Brothers and postulants are given house jobs.

Work Parties

Work parties are weekly events during which the Brothers and postulants clean the house. This is overseen by the House Manager. This requirement is met when every postulant has completed all work parties during Postulancy up to the standards set and held by the Brotherhood. These standards are maintained as standing rules in the house. Appendix G presents these standards as of the time of this program's writing. The postulants must know how to maintain the house they seek to join and learn cleaning and sanitation skills. All Brothers and postulants are expected to participate in Work Parties.

Towel Rollers

Towel rollers are machines stationed in each bathroom used to dry hands after using the bathrooms in a sanitary way. The towel rollers require maintenance to ensure the bathrooms always have a fresh towel. Their upkeep will be overseen by the House Manager and Assistant House Managers. This requirement is met when every postulant has completed a training to cycle the towel rollers and has successfully completed one full towel rolling cycle. A cycle includes understanding how to flake, wash, dry, roll, and replace a towel, as well as effectively communicating the status of each bathroom. All Brothers and postulants are expected to maintain the towel rollers in the bathrooms.

Waitons

Waitons are assigned shifts that involve preparing and serving food for lunch or dinner. While Delta Sigma Phi employs a chef for meals, the Brotherhood is responsible for maintaining the kitchen. Responsibilities of a waiton shift include setting tables, washing dishes, and cleaning the kitchen. This requirement is met when every postulant has completed waitons up to the standards set by the Brotherhood. A Brother will be present for every waiton postulants are assigned so they may aid them and answer any questions they may have. These standards are maintained as standing rules in the house. Appendix F presents these standards as of the time of this program's writing. It is necessary for the Brothers and postulants to do waitons, as being

on meal plan and maintaining the cleanliness of the kitchen is an integral part of fraternity life. This is overseen by the Steward.

Risk Shifts

A shift assigned by the Risk Manager during fraternity functions. Postulants are taught about risk procedures during the risk seminar. It is important that Brothers and postulants on a risk shift be able to help protect those in the house. During these shifts, postulants will shadow a Brother for the duration of the shift. This is overseen by the Risk Manager. These standards are maintained as standing rules in the house. Appendix H presents these standards as of the time of this program's writing. All Brothers are responsible for taking care of each other according to Alpha Chi Rho's second landmark. This requirement is met when every postulant has completed at least one Risk shift up to the standards set by the Brotherhood.

Understand the Functions of the Fraternity

Postulants Role on Committees

Postulants will be assigned to a committee. Being part of a committee is an obligation of all Brothers to promote growth within the chapter. Like Brothers of Delta Sigma Phi, postulants shall attend committee meetings and contribute to them to the satisfaction of the Vice President. Additionally, postulants will create their own committees to work on the three projects. They will each be chaired by a committee head elected by the Postulant Class.

Postulants Understanding of the Bylaws and Robert's Rules of Order

The Parliamentarian of Delta Sigma Phi shall review the bylaws and Robert's Rules of Order with the Postulant Class during a workshop. Comprehension of the Bylaws and Robert's Rules of Order are necessary for Brothers to understand the rules of the Delta Sigma Phi Chapter and the order of House Meeting.

Local Test

Postulants shall take and pass a two part local exoteric exam with a score of at least 90% on each part. This is to ensure that the postulants have a comprehensive understanding of the history of Delta Sigma Phi and Greek Life at WPI and know the current officers of Delta Sigma Phi. The first part will be taken towards the beginning of C term, and the second part will be taken closer to the beginning of Phi Week. Should a postulant fail to achieve a score of 90%, they will be able to retake the test.

Communication

Throughout Postulancy and Brotherhood, Slack will be used as the main form of communication. It is essential that postulants check Slack on a daily basis at minimum. Slack will be used to inform postulants of upcoming events and other necessary information and allow them to directly communicate with any Brother.

Develop Leadership Skills

House Project

The Postulant Class will make a physical contribution to the house of Delta Sigma Phi. They will be given tools and appropriate assistance by the House Manager. A proposal shall be submitted to the House Manager for approval before work begins on the project. Significant progress or completion should be done a week before initiation. Completion of the house project shows that the Postulant Class can work together to contribute something physical to the house. The house project shall be overseen by the House Manager.

Activities Project

The Postulant Class will put on a social event for all members of Delta Sigma Phi. Hosting the activity project will showcase the ability of the Postulant Class to work together to put on an event. This ability is common for house leaders. This shall be a dry event. An appropriate budget and assistance will be provided by the activities committee. The event will be overseen by the activities committee chair.

Community Service Project

The Postulant Class will put on a community service event to demonstrate how the class can come together to give back to the Worcester community. Appropriate assistance will be provided by the community service chair. The project shall also be overseen by the community service chair.

Class Plaque

During Phi week, postulants shall collaborate as a class to create a class plaque. This plaque shall be something that represents their class as a whole. On it shall be the names of each postulant, the year, their class name, Alpha Chi Rho and Delta Sigma Phi in Greek, the labrum, and the fraternity motto in Greek. It shall be presented to the Brotherhood, then displayed in the house, becoming part of the history of the chapter.

Class Meetings

The Postulant Class will be responsible for scheduling their own meetings as needed to discuss the details and progress of their projects. The Postulant Class will approve all projects in class meetings before they are sent to the Brotherhood. To keep order in these meetings, the Postulant Class will elect a chairman that will run the meetings using Robert's Rules of Order. The Postulant Class will also elect a secretary to take minutes at these meetings and distribute them.

Develop a Community

Books

The books are a compilation of interview-style conversations between each postulant, every Brother, graduate Brothers, and Deb, the house chef. Before the postulants are ready to join the Brotherhood, the postulants and Brothers must get to know each other. The books serve as icebreakers, directing conversation towards aspects of life as a student and Brother as seen in Appendix D. Both postulants and Brothers are responsible for taking pages. The conversation will cover personal information about both people and may also include discussion about personal goals, values, and reasons for joining Alpha Chi Rho. After the conversation, the Brother and postulant should discuss an activity that they would like to do together. The intent of the activity should help grow a fraternal relationship between the Brother and postulant. An honest effort should be made to complete them, but completion is not required for initiation. The activity should however be listed in postulants' books as it signifies that the conversation has occurred and was successful. Books shall be evaluated by the Books Educator. In order to complete this requirement, a postulant must have filled out pages for every active undergraduate Brother (excluding those away on IQP/MQP/HUA), four graduate Brothers, every other postulant, and the house chef. Book progress will be reviewed during the weekly Postulancy Education Meetings. Additionally, postulants will be able to track their own progress and their class's progress towards books completion through a spreadsheet shared by the Books Educator.

Big/Little Plaque

Each postulant shall create a plaque for the Presentation of Postulant Plaques ceremony. The plaque is an item the postulant creates that reflects the unique bond between themselves and their Big Brother. This plaque shows the little's appreciation for their Big Brother's role as a mentor.

Fireside Chat

The fireside chat will be an event where all postulants gather with the Chaplain to talk about what they feel has been going well or poorly thus far with Postulancy, the school year, etc. This will be a safe space for all postulants to talk about anything they deem necessary. It will however place emphasis on self-reflection and what the postulants want to get out of Brotherhood.

Postulancy Retreat

Postulancy Retreat is a day activity for the Brothers and postulants that involves an outing, team bonding activities, and group discussion. The outing allows the Brothers and postulants to take a step outside of the regular stresses that surround the life of a college student and focus on being with each other. The team bonding activities encourage development of group dynamics within the Postulant Class. The group discussion is a deeper conversation that facilitates the Brothers and postulants getting to know each other better.

Phi Week

After ten weeks of Postulancy, the postulants should have displayed their knowledge of the landmarks, built a community, developed leadership skills, learned how to contribute to the fraternity, and displayed their understanding of the functions of the fraternity. To show their readiness for initiation, it is important for postulants to understand a day in the life of a Brother. Postulants will show their understanding of the landmarks of Alpha Chi Rho through the Pseudo Rituals described in the Appendix C. Postulants will build a class plaque to show that they have built a community and developed leadership and problem solving skills. They will display their understanding of how to contribute to the fraternity and the functions of the fraternity by handling all house jobs and waitons for the week. They will elect a postulant house job manager and waiton manager to make the schedule for the week and ensure all house jobs and waitons are completed. When needed, the Brotherhood shall assist them with tasks during this time. Postulants are expected to attend 8:00am breakfasts every day of Phi Week.

Phi Week is a time for reflection for the Brotherhood and Postulant Class. Postulants shall have the obligations of a Brother for a week, helping them to reflect on the lifelong commitment they are about to make. Brothers shall assess postulants' success with completing the goals of the program and preparedness to join Alpha Chi Rho.

Initiation

Initiation Requirements

Any postulant found not meeting the following criteria will not be eligible for initiation.

- Completion of
 - National Exoteric Examination
 - Local Test
 - House Project
 - Community Service Project
 - Activities Project
 - Postulancy Books
 - Educational Seminars
 - Waitons
 - House Jobs
 - Towel Rollers
 - Risk Shifts
 - Work Parties
 - Class Plaque
 - Big/Little Plaque
- Participation in the Pseudo Rituals
- Maintenance of a minimum 2.7 GPA

The scheduled initiation date is Saturday, February 25th 2023. In the event that the Postulant Class is unfit to be initiated, initiation may be pushed back to allow them more time to complete their requirements and become ready for Brotherhood. It is also possible for a postulant to be deemed unfit for initiation. If a postulant is deemed not to hold the landmarks to an acceptable level by the end of the program, they will not be initiated. To avoid this, our Chaplain, Postulant Leader, and President will work together to make sure that our program is going smoothly; any problems postulants may have with the program, Brothers, or each other, are resolved as amicably as possible. Deeming a postulant unfit for initiation is a last recourse, and is not taken lightly. If possible and needed, the requirements may be modified depending on the needs of a postulant.

Annual Transition Plan

To ensure the Postulancy program is consistently at its best, and to allow for changing requirements, regulations, and desires, the Postulancy Program is intended for review, annually. This gives all of the Brotherhood and the school the ability to hold the program in a continuous improvement process, and correct issues by making adjustments rapidly and effectively.

The Book Briefing

- The newly elected Postulant Leader and appointed Postulancy team will meet with their respective predecessors.
- The previous officer will walk the newly elected through the documentation of the program to
 - Ensure a complete understanding
 - Emphasize and communicate any difficulties encountered
 - Review the black book
 - Relay key strategies for implementation
 - Answer any questions
- “The Book” refers to the collection of physical and digital documents relevant to the position, including documents detailing the education program, academics, and Pseudo Rituals.
- The new officers will be confident in their ability to implement the program from the previous year.
- These meetings must be held before the beginning of the following academic year.

Annual Program Review

- The previous program requires an annual review.
- This review must be completed prior to the first day of classes B term.
- The Postulancy team must submit an updated Postulancy plan and receive approval in the following order:
 - 1st: The Brotherhood
 - 2nd: The Board of Directors
 - 3rd: The National Fraternity Representative
 - 4th: The WPI Student Activities Office Representative

Appendix A – Landmarks

First Landmark: Membership from among those who are prepared to realize in word and deed, the Brotherhood of all men.

Second Landmark: The insistence on a high and clean moral standard.

Third Landmark: The paramount duty of Brotherly love among members.

Fourth Landmark: Judgment not by externals, but by intrinsic worth; no one is denied membership in Alpha Chi Rho because of race, creed, nationality, or sexual orientation.

Appendix B – Schedule

November						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					18	19
					6 PM Bids Night	8 PM Initial Welcome
20	21	22	23	24	25	26
8 PM Pledging of Men to Postulancy						
December						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
8 PM Presentation of Big Brothers					8 PM Pre-Evaluation of Postulant Class	
4	5	6	7	8	9	10
8 PM Brotherhood of the Landmarks						Postulancy Retreat
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
January						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
					Recommended Date for House Project Proposal	7pm Presentation of Postulant Plaques
15	16	17	18	19	20	21
7 PM First Evaluation			8 PM Man in the Mirror			

22	23	24	25	26	27	28
7PM Second Evaluation Local Test Part 1						Activities Project Date Option
February						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
7 PM Third Evaluation						Activities Project Date Option
5	6	7	8	9	10	11
7 PM Fourth Evaluation						Activities Project Date Option
12	13	14	15	16	17	18
7pm Fifth Evaluation Local Test Part 2			8 PM Council of Elders		Recommended Date for House Project Completion	
19	20	21	22	23	24	25
7pm Final Evaluation Books Completion	8 PM Postulant De-Pinning and Candle Ceremony 9:30 PM National Test Attempts	8 PM Ritual of the Phi 9 PM National Test Attempts	8pm Fireside Chat 9:30 National Test Attempts	8 PM Presentation of Postulant Class Plaque	8 PM Final Reflection Questions	Initiation
26	27	28	1	2	3	

* Times are subject to change. Events are subject to cancellation or rescheduling. If either is to happen, both the Brotherhood and postulants will be notified. For details on Pseudo Ritual events, refer to Appendix C. Gray boxes denote breaks specified by WPI. Does not include weekends.

x Postulancy Education Meetings will be scheduled at the beginning of Postulancy and at the beginning of C term based on the Postulant Class and education team's availability.

Appendix C – Pseudo Rituals

Initial Welcome

~1 Hr

A welcome event where the expectations and schedule of Postulancy will be discussed and the signees can have all their questions about the program answered. The goal of this pseudo is to outline the expectations of the Postulancy program and introduce them to the Brotherhood and its values. Signees will gain an idea of the goals and process of Postulancy and help them decide whether or not they want to be a Brother of Alpha Chi Rho.

Pledging of Men to Postulancy

~1 Hr

The signees seeking to join Alpha Chi Rho agree to follow the Landmarks of the fraternity and begin on the path to Brotherhood by becoming postulants. At this point, the postulants will receive their postulant pins. This is the first significant step in joining Alpha Chi Rho: pledging to live by the Landmarks. By pledging to live by the Landmarks, the postulants should start to understand them and incorporate them into their daily lives. The actual pledge to Postulancy shows their initial commitment to the program.

Presentation of Big Brothers

~1 Hr

The postulants are each paired with a Brother to have as their Big Brother who will be their guide along the journey through Postulancy and beyond. The goal of this pseudo is to help build a community. These shall be mutually desired pairings where the Big Brother acts as a mentor to the postulant for help in the fraternity, academics, or any struggles the postulant may be having.

Presentation of Postulant Plaques

~1.5 Hrs

The postulants will each prepare a plaque for their Big Brother as a token of the bond between them. The plaque is created by the little. What a little chooses to create as a plaque is up to him. Typically, it is a crafted object of common interest between the big and little. The goal of this pseudo is to display the bond that has formed between the big and little, with each plaque being representative of that bond and to foster a sense of community.

Evaluation of the Postulant Class

~1 Hr

The postulant class is brought together and given an evaluation of their progress towards their initiation requirements by the officers relating to each requirement. No postulant is singled out in this process. Rather, they are evaluated as a class. These evaluations are meant to be reminders of the progress that they have made and that they need to make in the future. The primary goal of these events is to be a feedback mechanism and to demonstrate to the postulants the areas in which they are excelling and the ones in which more progress is needed.

Brotherhood of the Landmarks

~.5 Hr

In this pseudo, the Landmarks of Alpha Chi Rho are more thoroughly explained. Each Landmark is read alongside a descriptive passage to show the postulants and remind the Brothers that the Landmarks are more than just words. This exercise allows reflection on the meaning of the Landmarks and inspires the will to live by them. The postulants will begin to reflect more on the Landmarks and their true meaning to them which will help them have a deeper understanding of what it means to be a Brother in Alpha Chi Rho.

Man in the Mirror

~1.5 Hr

Man in the Mirror is a self-reflective pseudo in which the postulants must consider how they measure themselves as men. This pseudo consists of the postulants individually being read a text that our fraternity holds dear that inspires introspection, character development, and personal growth. Following the conclusion of this pseudo, the postulants may not return to Alpha Chi Rho property for at least two hours to allow for a self-reflection period. The goal of this pseudo is for the postulants to recognize the men they want to be and reflect on how they currently measure up to and achieve that.

Council of Elders

~2.5 Hrs

The postulants will be individually asked to evaluate their own strengths, weaknesses, and position within the Postulant Class by the Council of Elders. The Council consists of three Brothers, the Ritual Officer, President, and Chaplain. The Council will ask questions chosen from a list approved by the Postulant Leader beforehand; each postulant is asked a subset of those questions, chosen for each individual by the Council with assistance from the Postulancy Team and their Big Brother. The goal is to have the postulants look within themselves in order to recognize areas of self-improvement and areas where they can be an asset to their Postulant Class and Brotherhood.

Postulant De-Pinning and Candle Ceremony

~1 Hr

The postulants will have their pins removed and inserted into a candle, as a sign of the light that guides us through life. The postulants will receive a ribbon, the same as was used by Reverend Paul Ziegler as a sign of Postulancy and are encouraged to reflect on what the meaning of Brotherhood is for them. The goal of this ceremony is to remind the postulants of the history of Alpha Chi Rho and remind them what it means to be a Brother of Alpha Chi Rho.

Ritual of the Phi

~.5 Hrs

A remembrance of the founders and the founding of the Delta Sigma Tau Chapter, the predecessor to our current chapter, Delta Sigma Phi. This will demonstrate to the postulants how the history of Delta Sigma Tau establishes what it means to be a member of the Delta Sigma Phi Chapter today.

Presentation of the Postulant Class Plaque

~.5 Hr

The Postulant Class will have prepared a plaque as a gift to the Brotherhood. It signifies their cohesion as a class and will be displayed inside the house. The goal of this is to have the Postulant Class create a symbol of class unity and to build community both as a class and with the Brotherhood as a whole.

Final Reflection Questions

~3 Hrs

The postulants are individually brought before the Brotherhood to evaluate themselves and their place within their class and the Brotherhood. They are asked questions by the Ritual Officer similar to those posed in Council of Elders to prompt honest reflection. Questions will be approved by the Postulant Leader beforehand. Postulants stand among the members of the Brotherhood once they have answered their questions. The goal of this is to reflect on areas of improvement as a Brotherhood and their journey as a postulant. As this occurs the night before initiation, the postulants should feel like Brothers and want to improve the Brotherhood.

Appendix D – Book Questions

- Name and Scroll #
- Big Brother's Name and Scroll #
- Birthday
- Phone Number
- School and Personal Email Addresses
- Home and Local / School Addresses
- Major, Minor, Concentration and Graduation Year
- Job
 - Grads only
- IQP, MQP, and Humanities Project
- Other Clubs and Organizations
- Positions within the house
- Nicknames

* Individual questions are asked as applicable. Scroll # for instance is assigned during initiation so postulants will not have one. Likewise, many postulants will not yet have an IQP or MQP.

Appendix E - Local Test

Delta Sigma Phi Local Test

(100 points) - Answers in Red

Part 1

What is the address of the current Delta Sigma Phi chapter house? (10 points)

8 Boynton Street Worcester, MA 01609

WPI Greek Life (18 points)

Name every national Fraternity and Sorority (12 fraternities , 6 sororities) with a chapter at Worcester Polytechnic Institute. Write both names & letters (1 point each / 18 points total)

Fraternities: Alpha Chi Rho (AXP) Lambda Chi Alpha (ΛΧΑ) Sigma Alpha Epsilon (ΣΑΕ)
Sigma Phi Epsilon (ΣΦΕ) Phi Sigma Kappa (ΦΣΚ) Phi Kappa Theta (ΦΚΘ) Theta
Chi (ΘΧ) Sigma Pi (ΣΠ) Alpha Tau Omega (ΑΤΩ) Phi Gamma Delta [Fiji] (ΦΓΔ)
Tau Kappa Epsilon (ΤΚΕ) Beta Theta Pi (ΒΘΠ)
Sororities: Alpha Xi Delta (ΑΞΔ) Alpha Gamma Delta (ΑΓΔ) Phi Sigma Sigma (ΦΣΣ)
Alpha Phi (ΑΦ) Chi Omega (ΧΩ) Theta Nu Xi (ΘΝΞ)

Name the current officers and officer elects for the following positions (1 point each / 12 points total)

President: Marko Vila / Richard Curtis
Vice President: Reily Siegel / Conor Dolan
Ritual Officer: John Winship / Sean Foody
Chaplain: Shawn Finnigan / Dimitry Blazy
Secretary: Andrew Kerekon / Zebulon Lieberman
Treasurer: Ryan Saklad / Matt Adam
Sergeant at Arms: Sean Foody / Connor Wirsing
House Manager: Matthew Folenta / Connor Wirsing
Steward: Richard Curtis / Ezra Yohay
Social Officer: Jonathan Coco / Jack Weinstein
Member at Large: Dylan Shanes / Eddie Stump
Risk Manager: Spencer Harding / Roman Bulshakov

Pick five positions and list three duties for each of the following positions: (3 points each / 15 points total + 1 point for each additional position you list three duties for)

President:
Vice President:
Ritual Officer:
Chaplain:
Secretary:
Treasurer:
Sergeant at Arms:
House Manager:

Steward:
 Social Officer:
 Member at Large:
 Risk Manager:

Name the standing committees of the chapter (1 point each / 6 points total)

Rush, Public Relations, Community Service, Scholastics, Fraternal, Activities

Part 2

On what date was Delta Sigma Tau Founded? (5 points)

March 19th, 1965

Who are the six founding fathers of Delta Sigma Tau? Include their scroll numbers. (2 points each / 12 points)

001 - Richard Brodeur

002 - Charles Kleman

004 - Warren Bentley

005 - John Gahagan

006 - Robert Bertrand

Why was Delta Sigma Tau founded? (15 points)

Delta Sigma Tau was founded because the original brothers of our chapter were discriminated against and could not join other Greek chapters on campus. They took it upon themselves to build an inclusive organization for all those interested in greek life.

a) List two of the three reasons why a Brother could be put on bad standing with the chapter

b) List the two terms of bad standing in the chapter (7 points)

a) Non-payment of house bills, failure to meet attendance requirements, academic probation

b) Can not vote in House Meeting, can not be an officer

Personal Questions (Ungraded)

Which committee head position(s) are you most likely to run for at the end of D-term?

Answers will vary. This question is asked as committee head positions are typically held by newly initiated brothers each year.

Which executive or Ritual position(s) do you have an interest in eventually running for?

Answers will vary

Appendix F – Waiton Standards

Kitchen Cleaning Standards

Before the Meal

Before Doing Anything: Get a small green bucket, add 1/3 cap of bleach, drizzle dish soap on the bottom of the bucket, for about a second, and fill the bucket 2/3 full with water. This bucket will be referred to as “the soap solution” for the rest of the sheet

- *Each dining table must be wiped down with the soap solution*
- *One full pitcher of Lemonade and one full pitcher of Iced Tea must be prepared*
- *All food items and serving utensils must be put on the folding table in the dining room*
- *Appropriate plates and cups should be put on the folding table*

After the Meal

Lunch

Dining Room

Tables and Benches

- Clean and put away all food and dishes
- Wipe down all tables, benches, and chairs with the soap solution

Notes:

- ☆ *Don't forget to get the bottom side of the benches to get rid of dust and spiderwebs.*

Refrigerator/Ice Machine/Water

Dispenser

- Wipe down the sides and the door of the refrigerator
- Wipe down the ice machine

- When putting leftovers in the refrigerator, wipe any messes in the refrigerator, and organize the refrigerator to fit all food comfortably
- Take out water catcher and clean in sink

Floors

- Sweep the floor
- Mop when advised by the Steward/AssStew

Keurig

- Take Coffee catcher out and clean in sink

Kitchen

Washing Dishes

- Turn on dishwasher
- Rinse out cups, and wipe off ALL food and grime on plates and silverware and place them into dishwasher
- Put items back where they belong
- Clean the sides and lips of the sink
- Empty out food traps

Notes:

- ☆ *For cast iron pans contact Steward if you do not know how to clean it*
- ☆ *If there are pans that have grime that will not come off, use any Oven/Grill Cleaner. Ask Steward beforehand.*
- ☆ *To use Oven/Grill Cleaner, spray bottom of pots/pans, let sit for 10 minutes, rinse all cleaner off with sprayer, scrub down with soapy water, and rinse again*

Appliances

- Clean out the bread crumbs from the toaster and the toaster oven
- Clean the tray for the toaster and toaster oven
- Clean the inside of the microwave

Notes:

- ☆ *Soap and water, make sure rag is damp and not wet*

Horizontal Surfaces

- Clean down all prepping surfaces with soap solution
- Clean the top and sides of the freezer with soap solution
- Above the stovetop take off and wipe off everything on the shelf and wipe down the shelf with soap solution

- That same shelf clean the underside of the shelf as well (you may need a green scrubby)
- Wipe down the top and the sides of the freezer

Notes:

- ☆ *If something on the table you must put it away even if it isn't yours*
- ☆ *If there is a table filled with Deb's stuff organize it and clean as much of the table as possible*

Fryer

- Collect larger particulates with the spider strainers
- For smaller particles, try and bring those towards the edges and collect them with some grill spatulas and throw them away
- Grab the bucket of soap, water, and bleach
- Using a green rough scrub, dampen it within the soap solution, and start scrubbing the sides of the fryer
- Wipe up the fryer with paper towels

Notes:

- ☆ *Please do not get the scrubby in the fryer so as not to contaminate the oil*

Griddle

- While the griddle is warm, but not hot, start wiping down with a damp rag of the soap solution the griddle and the sides
- Get some Oven/Grill Cleaner, and spray the cooking surface and the walls around it

- Wait a minute and then with a green scrubby, forcefully scrub all surfaces
- You may need to do two rounds of the Oven/Grill Cleaner
- Empty out grease trap below griddle

Notes:

- ☆ *The griddle is naturally warm, the center is hot since that is where the pilot light is*
- ☆ *If there is no cleaner advise the Steward immediately*
- ☆ *If two rounds of the Easy Off doesn't work, use lemon juice on the surface and scrub hard. Immediately after, do another round of the Easy Off.*

Stovetops

- Stovetops should be wiped down with a damp rag with the soap solution
- If there are larger oil pools, get a green scrubby, dampen it with the soap solution, and start scrubbing.

Notes:

- ☆ *If the stovetop is extremely dirty, then take them off of the stove and deep clean them in the sink.*
- ☆ *Although they are cast iron you can wipe them down with soap and water but make sure you use a green scrub.*

Floors

- Sweep the floor
- Mop when advised by the Steward

Dinner

I highly suggest that you do rags first since it takes the longest to do. These should be done EVERY dinner waiton. If you feel as though they should not be done due to too few rags needing washing, then you must first seek the approval of the Steward.

Rags

- Collect all used rags in the kitchen (they are the white ones)
- Wash twice
 - First with half a scoop of Tide Powder and a cap of bleach
 - Second is a rinsing cycle, don't add anything
- Dry under normal or heavy heat
- Empty lint trap because that shit nasty
- Fold rags and place next to Deb's Fridge

Notes:

- ☆ *Instructions are posted on the bulletin board in the laundry room*

Dining Room

Tables and Benches

- Clean and put away all food and dishes

- Wipe down all tables, benches, and chairs with the soap solution

Notes:

- ☆ *Don't forget to get the bottom side of the benches to get rid of dust and spiderwebs.*

Refrigerator/Ice Machine

- Wipe down the sides and the door of the refrigerator
- Wipe down the ice machine
- When putting leftovers in the refrigerator, wipe any messes in the refrigerator and organize the refrigerator to fit all food comfortably

Stainless Steel

- Clean the stainless steel cabinets and refrigerator
- The cabinet doors should be cleaned on the inside and out

Notes:

- ☆ On stainless steel surfaces use a bucket with a little bit of soap and a little bit of bleach in water

Appliances

- Clean out the bread crumbs from the toaster and the toaster oven
- Clean the tray for the toaster oven
- Clean the inside of the microwave

Notes:

- ☆ *Soap and water, make sure rag is damp and not wet*

Floors

- Sweep the floor
- Mop with Water and Vinegar

Notes:

- ☆ *If a mop handle or head breaks please let the Steward and House Manager know immediately*
- ☆ *For filling the red bucket in the mop, add a few caps of vinegar and then fill up halfway with water*

Kitchen

Washing Dishes

- Turn on dishwasher
- Rinse out cups, and wipe off ALL food and grime on plates and silverware and place them into dishwasher
- Put items back where they belong
- Clean the sides and lips of the sink
- Empty out food traps

Notes:

- ☆ *For cast iron pans contact Steward if you do not know how to clean it*
- ☆ *If there are pans that have grime that will not come off, use Easy Off. Ask Steward beforehand.*

Horizontal Surfaces

- Clean down all prepping surfaces with soap solution
- Clean the top and sides of the freezer with soap solution
- Above the stovetop take off and wipe off everything on the shelf and wipe down the shelf with soap solution
- That same shelf clean the underside of the shelf as well (you may need a green scrubby)
- Wipe down the top and the sides of the freezer

Notes:

- ☆ *If something on the table you must put it away even if it isn't yours*
- ☆ *If there is a table filled with Deb's stuff organize it and clean as much of the table as possible*

Fryer

- Collect larger particulates with the spider strainers
- For smaller particles, try and bring those towards the edges and collect them with some grill spatulas and throw them away
- Grab the bucket of soap, water, and bleach
- Using a green rough scrub, dampen it within the soap solution, and start scrubbing the sides of the fryer
- Wipe up the fryer with paper towels

Notes:

- ☆ *Please try to not get the scrubby into the fryer as not to contaminate the oil*

Griddle

- While the griddle is warm, but not hot, start wiping down with a damp rag of the soap solution the griddle and the sides
- Get some Oven/Grill Cleaner, and spray the cooking surface and the walls around it
- Wait a minute and then with a green scrubby, forcefully scrub all surfaces
- You may need to do two rounds of the Oven/Grill Cleaner
- Empty out grease trap below griddle

Notes:

- ☆ *The griddle is naturally warm, the center is hot since that is where the pilot light is*

- ☆ *If there is no cleaner advise the Steward immediately*
- ☆ *If two rounds of the Oven/Grill Cleaner doesn't work, use lemon juice on the surface and scrub hard. Immediately after, do another round of the Oven/Grill Cleaner.*

Stovetops

- Stovetops should be wiped down with a damp rag with the soap solution
- If there are larger oil pools, get a green scrubby, dampen it with the soap solution, and start scrubbing.

Notes:

- ☆ *If the stovetop is extremely dirty, then take them off of the stove and deep clean them in the sink.*
- ☆ *Although they are cast iron you can wipe them down with soap and water but make sure you use a green scrub.*

Vertical Surfaces

- Vertical surfaces are all the stainless steel surfaces. This includes: the sides and front of the fryer, sink, oven, fridge and dishwasher, along with the front of the cabinets, behind burners, and the side of the oven. Another surface is the fume hood above, which you can reach with the step ladder.
- Wipe down all surfaces with Sheila Shine
- Another vertical surface is the tile behind the sink, which you can wash with just the soap solution

Notes:

- ☆ *Use very little Sheila Shine; you really don't need much.*

☆ *Sheila Shine is very potent, if you have asthma please be careful.*

Floors

- Grab a mop and bucket
- Sprinkle Tide into the red bucket enough to lightly cover the bottom of the bucket, and a little more than half a cap of bleach

- Fill the red bucket around halfway and start scrubbing

Notes:

- ☆ *If there is no Tide, use Simple Green but DO NOT add bleach and notify the Steward before doing so.*

Appendix G – House Job / Work Party Standards

8 Boynton House Job and Work Party Standards

General Rules

Point Assignment	Present/ Completed	Late/ Low Effort	Excused/ Traded	Unexcused/ Incomplete
House Job	+1	+5	0	-1
Work Party	+1	+5	0	-1
Low Attendance Work Party/Extra Event	+2	1	0	-2

- To be guaranteed credit for your house job it must be signed off by an Assistant House Manager or the House Manager and meet the criteria below.
- If a garbage can/recycling bin stinks or is sticky wash it out with a hose + bleach outside and dry with a rag.
- Return any dishes to the kitchen. If the kitchen is not in use, rinse them and put them in the dishwasher.
- No trash bags in the recycling bins.
- Attach trash bags to their bins using the hooks near the handles or tie knot in the bag and stretch over the rim.
- If you can not find a cleaning supply in the kitchen or under a bathroom sink ask the HM.

* = WORK PARTY ONLY or AS NEEDED

Knob Slob

- Wipe down surfaces with a rag + rubbing alcohol.
- Surfaces: common room door knobs (both sides), bedroom door knobs (outside only), door push bar, light switches, stair railing
- Wash, dry, and fold the house job rags (detergent + no bleach)

Foyer + Library Floor

- Pick up trash
- Clean anything off the entrance windows
- Clean anything off the wall paneling
- Sweep both floors
- Mop the foyer floor (water + vinegar)
- Mop the library floor (water + vinegar) *
- Clean and return the floor mat

Stairs

- Includes all three stairs
- Pick up trash
- Sweep off stairs + dispose of dirt

1st/2nd/3rd Floor Bathrooms

- Check towel roller and inform Ass Ho if empty
- Pick up trash
- Empty trash bins + replace bags
- Clean sinks and faucets with Scrubbing Bubbles
- Clean toilet bowl with toilet bowl cleaner + toilet brush
- Put splash of bleach in toilet brush holder
- Clean toilet exterior + toilet seat (both sides) with rubbing alcohol and paper towel
- Clean shower walls + floor with Soft Scrub & brush
- Clean ceiling outside showers
- Restock hand soap
- Restock TP (2nd behind toilet, 3rd/1st under sink)
- Foot mop with a rag + bleach bucket
- Use shower & wet rag to clean off Soft Scrub
- Do not bend shower heads! They will break.
- Clean mirrors with paper towels + glass cleaner

Front yard + Institute yard*

- Pick up trash from front yard + Institute yard
- This includes behind bush + under porch

- Wash the stairs with rag + wood soap (¼ inch soap + half bucket water)
- Wipe down down landing between floors with rag + warm soapy water

Library

- Pick up trash
- Empty trash and change trash bag
- Clean off table of trash + items
- Tidy up printer desk + cubbies
- Consolidate lost + found items to bottom left cubby
- Wipe down table with rag + warm soapy water
- Sweep floor *
- Dust bookcase + P.O. Boxes including top *

TV Room

- Pick up trash
- Ensure the room has only one large trash bin with black bag
- Empty trash bin + replace bags
- Return non-trash items to owner or proper location
- Arrange pillows and fold blankets neatly
- Untangle and organize cables for devices by the TV
- Plug in all devices to be charged
- Wipe down the Brother Boxes with a rag + warm soapy water
- Sweep/clean window seats
- Sweep floor including under brother boxes
- Mop floor (water + vinegar)
- Dust T.V. station shelves *

Party Room*

- Pick up trash
- Replace garbage bags
- Wipe down tables with rag + a mild soapy solution (dish soap in warm water)
- Sweep floor including behind the bar
- Mop floor (water + degreaser/soap + bleach)

Smoker's Porch + driveway + backyard*

- Pick up trash from driveway + backyard
- Organize mops + items on Smoker's Porch

- Rake Leaves in the fall
- Shovel snow and salt walkway in the winter
- Mow lawn if necessary

2nd/3rd Floor Hallways

- Pick up trash
- Ensure the room has one large trash bin with black bag + one tall blue recycling bin no bag
- Empty trash + replace trash bags
- Sweep the floor
- Swiffer mop the floor
- Dust horizontal surfaces with a damp rag (fire alarms, electrical boxes, trim, ect.)

Laundry Room*

- Pick up trash
- Ensure the room has one small trash bin with white bag
- Empty trash bins + replace bags if needed
- Sweep floor
- Vacuum floor with Shop Vac including behind machines
- Wipe off machines including button panel with wet rag
- Place any cloths found behind machines in lost and found box
- Check and empty all lint traps

Dining Room*

- Pick up trash
- Ensure room has only one large trash bin with a black bag + two large green recycling bin
- Empty trash bin + replace bag
- Clean/wipe down + neaten up coffee station
- Sweep floor
- Mop floor (water + vinegar)
- Wipe down tables with rag + a mild soapy solution (dish soap in warm water)

Basement*

- Pick up trash
- Ensure the room has one small trash bin with white bag.
- Empty trash + replace trash bag *
- Neaten pool cues
- Throw out trash on tables
- Return non-trash items to owner or proper location

- Clean dryer lint from laundry room exhaust
- Rake Leaves in the fall
- Shovel snow and salt walkway in the winter
- Sweep + mop floor *
- Vacuum rug with shop vac *
- Dust T.V. stand and bookcase

Shower Curtains*

- Take shower curtains down to basement + run in a washing machine on normal, medium, and warm with a bit of bleach no detergent
- Return shower curtains to bathrooms once the cycle is complete (Note: 3rd floor curtains are shorter)

Mack's House Job and Work Party Standards

General Rules

Point Assignment	Present/ Completed	Late/ Low Effort	Excused/ Traded	Unexcused/ Incomplete
House Job	+1	+.5	0	-1
Work Party	+1	+.5	0	-1
Low Attendance Work Party/Extra Event	+2	1	0	-2

- To be guaranteed credit for your house job it must be signed off by an Assistant House Manager or the House Manager and meet the criteria below.
- If a garbage can/recycling bin stinks or is sticky wash it out with a hose + bleach outside and dry with a rag.
- Return any dishes to the kitchen. If the kitchen is not in use, rinse them and put them in the dishwasher.
- No trash bags in the recycling bins.
- Attach trash bags to their bins using the hooks near the handles or tie knot in the bag and stretch over the rim.
- If you can not find a cleaning supply in the kitchen or under a bathroom sink ask the HM.

* = WORK PARTY ONLY or AS NEEDED

Knob Slob

- Wipe down surfaces with a rag + rubbing alcohol.
- Surfaces: common room doors (both sides), bedroom doors (outside only), door push bar, light switches, stair railing
- Wash, dry, and fold the house job rags (detergent + no bleach)

Back Stairs & First Floor Carpets

1st/2nd/3rd Floor Bathrooms

- Pick up trash
- Empty trash bins + replace bags
- Clean sinks with Scrubbing Bubbles
- Clean toilet bowl with toilet bowl cleaner + toilet brush
- Put splash of bleach in toilet brush holder
- Clean toilet + toilet seat (both sides) with rubbing alcohol and paper towel
- Clean shower walls + floor with Soft Scrub

- Pick up trash
- Vacuum back stairs leading up to 3rd floor
- Vacuum any carpets on the first floor including area rugs
- Empty vacuum
- Ensure the room has one large trash bin with black bag + green recycling bin no bag
- Empty trash & recycling bins on 1st floor + replace trash bag
- Restock hand soap
- Restock TP
- Foot mop with a rag + bleach bucket
- Use shower & wet rag to clean off Soft Scrub
- Do not bend shower heads! They will break.
- Clean mirrors with paper towels + glass cleaner
- Replace the hand towel with a clean one

2nd/3rd Floor Hallways

- Pick up trash
- Ensure the room has one large trash bin with black bag + grey recycling bin no bag
- Empty trash + replace trash bags
- Vacuum the floors
- Empty vacuum

Conference Room*

- Pick up trash
- Swiffer mop floor with wood specific swiffer juice
- Wipe down table with a rag + warm soapy water

Front Stairs & 1st Floors

- Pick up trash
- Sweep off stairs + dispose of dirt
- Sweep the 1st floor
- Ensure the room has one large trash bin with black bag + green recycling bin no bag
- Swiffer mop the stairs leading to the 2nd floor using wood specific swiffer juice
- Swiffer mop the first floor using wood specific swiffer juice

Appendix H – Risk Shift Standards

Risk shifts start at 9:00pm on days in which they are needed. Brothers and postulants on risk shall be on time, in letters (rush shirts for postulants), and sober. Risk Shifts end at 2:00am or when the Risk Manager or Assistant Risk Manager on duty ends risk for the night, whichever comes later. During socials, parties and formals, Brothers will be given positions to monitor at a pre-risk meeting 30 minutes before the shift begins. If anything comes up that one is not comfortable dealing with, they should inform the risk manager. Postulants on risk will shadow a Brother for the duration of the shift. Postulants on risk will have Brothers available to answer their questions and help them manage risks, other than just the Risk Manager. Additionally, the Risk Manager will be available to answer any questions that postulants may have.

Appendix I - Pledge to be a Big Brother

This is the document that all Big Brothers sign before they are allowed to have a Little Brother.

I, _____ pledge on my honor as a Brother that I understand:

1. Having a Little Brother is one of the most significant responsibilities in the Brotherhood,
2. As a Big Brother, attending fraternity events with my little comes before non mandatory events at other organizations,

And I will:

1. Treat my little with respect,
2. Be there for my little when he needs me,
3. Be present at all pseudos,
4. Absolutely be present at the Presentation of Big Brothers, Presentation of Postulant Plaques, and initiation,
5. Be present and active during Phi Week,
6. Review my little's tests and go over the results with him,
7. Live by the landmarks and be a role model of how a good Brother acts.

Signature: _____

Date: _____

Revision History

Version	Author(s)	Date	Changes
1.0.0	RePass, Reissman, Maki, Barbour, Canny, Varney	11/2/17	Initial Generation
1.1.0	RePass, Kaplan, Varney, Reissman, Maki	11/10/17	Added opt-out clause, removed photo hunt, formatting.
1.2.0	Maki, Reissman, Trieu	12/21/17	Removed the game, edited learning outcomes, added educational workshops, removed vestigial aspects
1.3.0	Maki, Reissman, Trieu	1/10/18	Elaboration on pseudos, tests, lock-ins and seminars, removal of specified sections
1.3.1	Maki, Reissman, Trieu	1/15/18	Addressing final comments from Caitlin Donlan, Scott Carlson, and James Reardon. Inclusion of GPA and financial requirements.
1.4.0	Maki, Reissman	1/23/18	Formatting before distribution for 2017-2018.
1.9.9	Kradjian	9/12/18	Recreated the entire document in Google Drive
2.0.0	Kradjian, Talpey, Fortmeyer, Karlin, Diedrich, Remz	9/22/18	Updated for 2018-2019 Additions: + Activities Project + Philosophy Changes: • Schedule • Definitions • Reworked Books Subtractions: - Masculinity Seminar - Postulancy Retreat - "Class Cohesion"
2.1.0	Kradjian, Fortmeyer	10/8/18	Addressed comments from National involving seminars and the local test
2.2.0	Briggs, Fortmeyer	10/23/18	<ul style="list-style-type: none"> Added more clearly defined evaluation methods for several requirements Rephrased the descriptions of several pseudo rituals Rewrote sections of Appendix C (phi week) Addressed other miscellaneous comments from Caitlin Donlan

2.2.1	Kradjian	11/27/18	Changed date of presentation of little brothers.
3.0.0	Buffum, Karlin	9/29/19	Recreated the entire document in Google Drive
3.1.0	Oldridge	10/23/20	<p>Made Covid related amendments in:</p> <ul style="list-style-type: none"> • Summary Introduction • National Test • House Jobs • Work Parties • waitons • Phi Week • Psuedo Rituals Introduction <p>Clarified how the local test is incorporated into our testing and education curriculum.</p> <p>Updated policies for Books, and added further notes on how they are assessed.</p> <p>Small format change for the Psuedo Rituals section.</p> <p>Clarified the Council of Elders.</p>
3.1.1	Oldridge, Shanes, Siegel, Marzoratti, McCarthy	10/26/20	<p>Reviewed and finalized all previous changes.</p> <p>Revised Risk Shift Standards.</p> <p>Added new Risk Shift policies.</p> <p>Removed the Work Party requirement (add it back in when we're done with covid!).</p>
3.1.2	Oldridge	11/18/20	<p>Wrote Covid Safety section</p> <p>Revised risk shift standards</p> <p>Revised waiton standards</p> <p>Revised Phi-Week</p> <p>Updated initiation section on when postulants do not get initiated and the procedure</p> <p>Made general Covid edits</p>
4.0.0	Tran, Ryan, Curtis, Shanes, Siegel, Zheng, Farwell	9/2/21	<p>Added Local Test questions</p> <p>Modified COVID safety section</p>
4.0.1	Tran, Curtis	10/28/21	<p>Renumbered pages</p> <p>Added new waiton standards</p> <p>Added new house job standards</p>
5.0.0	Shanes, Curtis, Lieberman, Yohay, Silvernail, Foody, Winship, Folenta	10/12/22	<p>Complete plan review</p> <p>Added Appendix I, Pledge to be a Big Brother</p> <p>Added Towel Roller section to Contribute to the Chapter</p> <p>Added Communications section to Understanding</p>

			<p>the Functions of the Fraternity</p> <p>Added Postulancy Retreat section to Develop a Community</p> <p>Added Fireside Chat section to Develop a Community</p> <p>Split local test into two parts</p> <p>Renamed Presentation of Little Brothers to Presentation of Big Brothers</p> <p>Renamed Evaluation of the Postulancy Class to Evaluation of the Postulant Class</p> <p>Added definitions for Postulant Leader, Books Educator, Test Educator, General Educator, Sergeant at Arms, and tests</p> <p>Added officer names to their definitions</p> <p>Added postulant committees to Postulant Roles on Committees section</p> <p>Added postulant chairman and secretary to Class Meetings section</p> <p>Added postulant waiton manager and house job manager to Phi Week section</p> <p>Added National Test Attempts and Books Completion to Appendix B</p> <p>Changed lengths of pseudos in Appendix C to better reflect their actual lengths</p> <p>Added job as a question for graduate Brothers to Appendix D</p> <p>Removed Appendix containing Council of Elders and Final Reflection questions</p> <p>Removed Appendix containing expectations for Big Brothers in regards to tests</p> <p>Removed parliamentary procedure questions from local test</p> <p>Renamed "Black Book" to "The Book"</p> <p>Updated waiton and house job standards</p> <p>General grammar and wording edits throughout plan</p>
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