

PHI SIGMA KAPPA GLOSSARY OF TERMS

Alumni: a group of initiated brothers who have graduated from their respective schools or universities. This is the plural form of alumnus.

Alumnus: an initiated brother who has graduated from his respective school or university. This should only be used to identify a single alumnus.

Associate member: a new member of a local chapter who has not yet completed the Ritual for the Initiation of New Members.

Alumni Advisory Board: a group of alumni who are appointed to assist a local chapter and led by the International Headquarters-appointed Chapter Adviser.

Cardinal Journey: the brotherhood development program for undergraduate members, launched at the 67th General Convention in Dallas, TX. This program includes the *Brotherhood in Phi Sigma Kappa* associate member education program.

Cardinal Principles: the three ideals of the Grand Chapter - To Promote Brotherhood, To Stimulate Scholarship and To Develop Character.

Chapter Adviser: an alumnus brother who assists with a local chapter and mentors the local chapter officers in their roles. He is also the leader of the Alumni Advisory Board.

Chapter Consultant: International Headquarters professional staff member who travels to local chapters to provide support and feedback. The Chapter Consultant is the local chapter's main contact for questions, comments, and concerns.

Chapter Eternal: the chapter that all initiated brothers become a member of upon passing away.

Constitution and Bylaws: the governing document of the Grand Chapter that all local chapters must abide by.

Court of Honor: a board made up of previous Grand Presidents that provides guidance and historical context to the Grand Council.

Crest: an emblem of the Fraternity that was approved by the 51st General Convention on August 15, 1987. Its meaning is known only to the initiated members of the Grand Chapter.

Day of Giving: an event held annually in conjunction with Phi Sigma Kappa's Founders' Day on March 15, that provides an opportunity for members, alumni, parents and friends to show their support through a donation to the Phi Sigma Kappa Foundation. Gifts made during Day of Giving provide academic scholarships, educational programming, and support for leadership development initiatives for members of Phi Sigma Kappa.

Dormant status: a semester-to-semester membership status option for undergraduate members who are studying abroad or are otherwise unable to participate in local chapter activities. All requests for dormant status must be made with the local chapter's Executive Board and approved by International Headquarters professional staff.

Executive Board: the group of six symbolic officers who lead a local chapter, including President, Vice President, Secretary, Treasurer, Inductor, and Sentinel.

Executive Director/Chief Operating Officer: the individual hired by the Grand Council and supervised by the Grand President who oversees the International Headquarters professional staff and the day-to-day operations of Phi Sigma Kappa.

Expansion: an un-chartered local chapter consisting of initiated and associate brothers who are enrolled at a specific campus or university that is recognized by the Grand Chapter. This group may also be referred to as a colony.

Expulsion: the process that removes a member from a local chapter's membership roster, and therefore the chapter, whether that be the member's choice, the chapter's choice, or the Executive Board's choice

Founders' Day: this day is a celebration of Phi Sigma Kappa's founding at the University of Massachusetts (formerly known as Massachusetts Agricultural College) in 1873 and is observed annually on March 15.

General convention: an event held every two years to conduct the business of the Grand Chapter, provide undergraduate and alumni brothers engaging educational programming, observe the ritual of Phi Sigma Kappa, and celebrate accomplishments of the biennium. The general convention voting delegates have the ability to change legislation for the Grand Chapter.

Grand Chapter: the entire entity that makes up Phi Sigma Kappa and can be used interchangeably with Fraternity. All members of Phi Sigma Kappa are considered members of the Grand Chapter.

Grand Council: the board of alumni volunteers, led by the Grand President, who act as Phi Sigma Kappa's governing board and provide vision for the Grand Chapter and direction to the International Headquarters staff and Fraternity committees and volunteers.

Grand Council Director: the six additional alumni members of the Grand Council who are not serving as the Grand President. There are also two undergraduate representatives elected to the Grand Council each year.

Grand President: the volunteer alumnus who is elected each biennium to serve as the leader of the Grand Council and ultimately of the Grand Chapter.

GreekLifeEdu: an online learning module and assessment that focuses on risk-related challenges commonly seen in fraternities such as alcohol use, sexual assault, and hazing. This program is required for all associate members to complete prior to being initiated into Phi Sigma Kappa.

***"Hills and a Star"*:** the book given to all members upon associating with the Grand Chapter, which includes history and facts about Phi Sigma Kappa.

Interfraternity Council (IFC): a council led by undergraduate fraternity members that exists where there are two or more North American Interfraternity Conference member (or non-member) fraternities on a campus. The Council's purpose is to advance fraternity on campus and provide interfraternal leadership to the entire community.

International Headquarters: the office located in Indianapolis, Indiana where the professional staff employed by Phi Sigma Kappa works on a day-to-day basis. This building also holds the Albert D. Shonk, Jr., Archives & Educational Center.

International Headquarters professional staff: the paid staff members who oversee the day-to-day operations of the Grand Chapter, Phi Sigma Kappa Foundation, and Phi Sigma Kappa Properties board.

Local chapter: a chartered group of initiated and associate members, who are enrolled at a specific campus or university that is recognized by the Grand Chapter. May also be referred to as an undergraduate chapter.

myPhiSig: an online platform to engage undergraduate and alumni members. Associate members must create a myPhiSig account in order to complete requirements for initiation.

North American Interfraternity Conference (NIC): the trade association that represents 66 inter/national men's fraternities, of which Phi Sigma Kappa is a member. The NIC provides resources and educational opportunities for member organizations.

Officer Portal: the online platform that hosts resources and required reports and forms for local chapter officers and Chapter Advisers to be submitted to International Headquarters.

Officer Academy: the annual officer training event that is held annually for select local chapter officers and/or Chapter Advisers and provides position-specific training for officers to succeed in their roles.

Official Motto of Phi Sigma Kappa: "Do Unto Others As You Would Have Them Do Unto You," is our guide to the realization of the true spirit of brotherhood. The official Motto of Phi Sigma Kappa is also known as The Golden Rule and was adopted in 1985 during the Merger of Phi Sigma Kappa and Phi Sigma Epsilon.

Phi Sig Forward: the strategic plan that consists of the future initiatives for the Grand Chapter and was launched at the 67th General Convention.

Phi Sigma Kappa Foundation: the entity that provides scholarships, grants, educational programming, and leadership development initiatives for the Fraternity. It is categorized as a 501(c)(3) charitable and educational tax-exempt organization, separate and independent from the Grand Chapter, whose express purpose is to promote academic excellence and serve as an educational funding resource for the members of Phi Sigma Kappa.

Policy Manual: the document that consists of specific policies the Grand Chapter operates under and all local chapters must abide by.

Phi Sigma Kappa Properties: the board who exists to help ensure local chapters' housing empowers and does not hinder their success. Properties provides consulting and secured loans to alumni clubs and housing corporations to ensure the continued success of local chapter houses.

Ritual of Association: the ritual held at the beginning of the associate member experience. This is the first ritual that an associate member participates in and should be held as soon as possible after accepting his invitation for membership.

Ritual for the Initiation of New Members: the ritual held to initiate associate members into the Grand Chapter. All associate members should have completed the requirements of the *Brotherhood in Phi Sigma Kappa* program, should have a zero balance with the local chapter, and have the required GPA before being initiated.

Robert M. Zillgitt Leadership Institute: a program funded by the Phi Sigma Kappa Foundation that is an annual selective leadership development experience for future leaders of a local chapter; also known as Zillgitt or the Zillgitt Institute.

The Signet: the official magazine publication of Phi Sigma Kappa. It is an educational publication with historical and instructive content about Grand Chapter operations, goals, values and objectives. It is also a source of news about local chapter activities, alumni, and the Chapter Eternal.

The Phi Sigma Kappa Creed: the Creed displays Phi Sigma Kappa's belief and purpose, is known by all brothers, and was written by Stewart H. Herman, Sr.

The Phi Sig Insider: a monthly e-publication that is sent to all local chapter Executive Board officers throughout the academic year. The publication contains important information from International Headquarters including action items, deadlines, and upcoming Fraternity events.

Shonk Undergraduate Leadership School: the annual event held with the goal to train local chapter members and officers to be effective leaders of their chapters and beyond. Historically, this event has been held every summer, and in conjunction with general convention every other year.

The Merger of Phi Sigma Kappa and Phi Sigma Epsilon: the event when Phi Sigma Kappa Fraternity and Phi Sigma Epsilon Fraternity merged together in 1985 at the 50th General Convention in Washington, D.C.

Triple T's: the symbol located on the crest and the associate member pin; its meaning is only known to initiated brothers of the Grand Chapter.

Unassociated member: an associate member who decided to resign his potential membership in Phi Sigma Kappa prior to being initiated.

1873 Society: the Phi Sigma Kappa Foundation's annual giving program exclusively for undergraduate members. The Society is a unique way for undergraduates to learn about the Foundation and provide charitable gifts that fund leadership programs and educational initiatives.

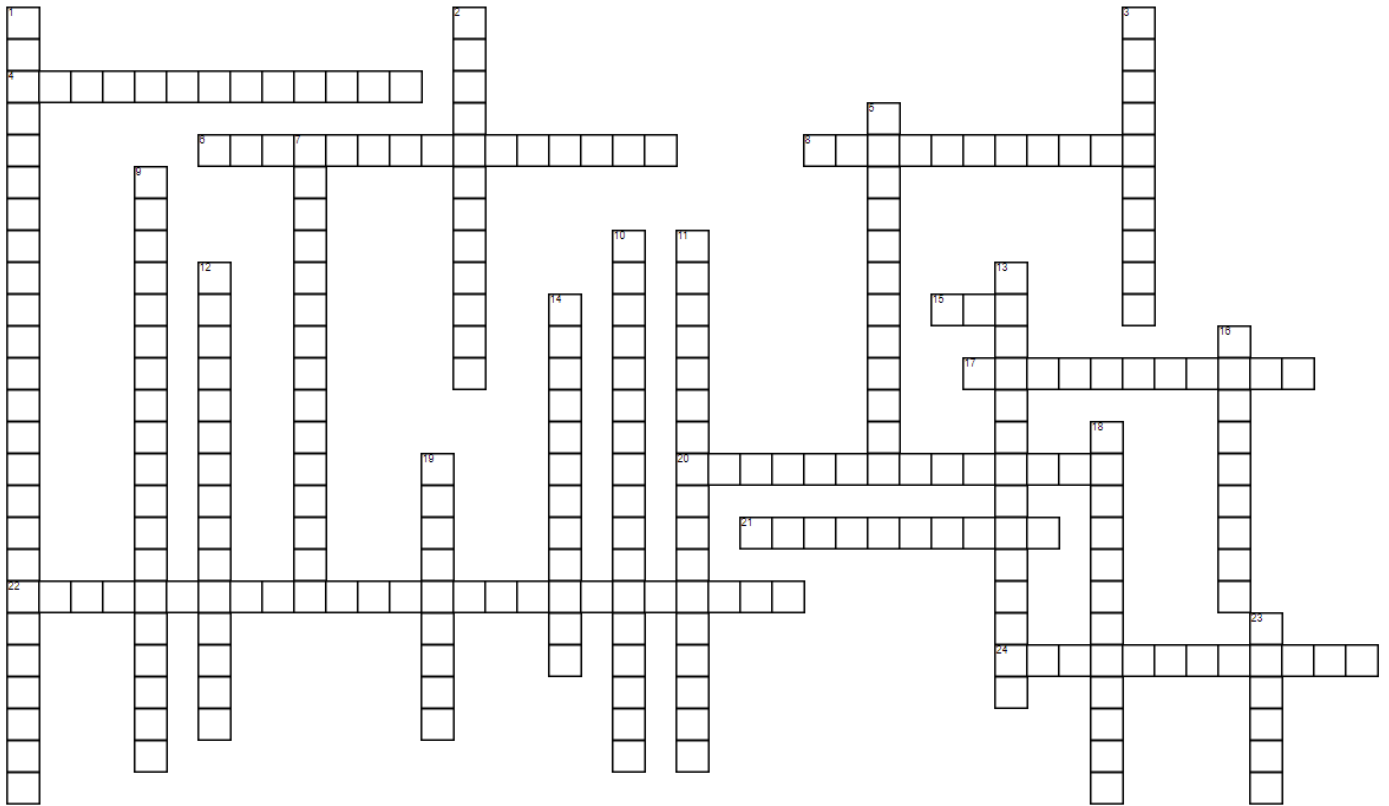
PHI SIGMA KAPPA FAST FACTS

Instructions for Inductors: Use these facts to integrate the history of the Grand Chapter into your associate member education program. Consider using them to create a Jeopardy-style game during the **Founding** of Phi Sigma Kappa meeting or share a few before each meeting to focus on the history throughout their experience.

- Phi Sigma Kappa Fraternity was founded on March 15, 1873 at the Massachusetts Agricultural College that is now known as University of Massachusetts.
- There are six founders of Phi Sigma Kappa, Joseph Francis Barrett, William Penn Brooks, Frederick George Campbell, Xenos Young Clark, Jabez William Clay and Henry Hague.
- There are seven Phi Sigma Epsilon founders, Raymond Victor Bottomly, W. Roy Campbell, W. Ingram Forde, Humphrey Jones, Robert C. Marley, Orin M. Rhine, Fred M. Thompson.
- Phi Sigma Epsilon was founded on February 20, 1910 at the Kansas State Normal College, now known as Emporia State University. This chapter was re-chartered in 2018 as the Alpha Epsilon chapter of Phi Sigma Kappa.
- The merger between Phi Sigma Kappa and Phi Sigma Epsilon occurred August 14, 1985 at the 50th General Convention of Phi Sigma Kappa in Washington, D.C. The merger was under the direction of then Grand President, Anthony (Tony) Fusaro who is still involved with the Grand Chapter today as the national ritual chairman and serves on the Court of Honor.
- The crest and flag were changed at the 51st General Convention to incorporate the symbolism of Phi Sigma Epsilon.
- Phi Sigma Kappa became a charter member of the North-American Interfraternity Conference in 1909.
- In 1948, the Grand Chapter adopted the Phi Sigma Kappa's current initiation ritual, written by Brother Herbert L. Brown.
- For Phi Sigma Kappa's 50th anniversary, a memorial tablet "The Shrine" was placed on Old North Hall where the idea of the Fraternity was originally conceived. In 1960, Old North Hall was demolished and replaced with Machmer Hall, where "The Shrine" is now located on University of Massachusetts' campus.
- The first Phi Sigma Kappa International Headquarters office was first established in 1938 in Chicago, IL, moved to Drexel Hill, PA in 1956 and later moved to its current home in Indianapolis, IN in 1976.
- The motto of Phi Sigma Kappa is "Do Unto Others As You Would Have Them Do Unto You," and is based on The Golden Rule.
- Phi Sigma Kappa International Headquarters professional staff consists of several talented individuals organized into departments such as expansion, chapter services, education, operations and finance, and advancement. Staff members are a mix of Phi Sig alumni, members of other fraternal organizations, and some who are not a member of a fraternity or sorority.
- There are six symbolic officers on a local chapter's Executive Board, they are the President, Vice President, Secretary, Treasurer, Inductor, and Sentinel.
- There are six degrees of membership. They are:
 - First Degree: undergraduate member who's completed the Ritual for the Initiation of New Members
 - Second Degree: an initiated member who becomes an Executive Board officer

- Third Degree: an initiated member who graduates from his college/university or is certified by the Chapter Adviser as one who is no longer enrolled at the school
- Fourth Degree: an alumnus who is named to any appointive office of the Grand Chapter, such as a Chapter Adviser or International Headquarters professional staff member
- Fifth Degree: an alumnus who is elected to the Grand Council
- Sixth Degree: an alumnus who is elected Grand President
- There are eleven prescribed rituals; all except for two, the Ritual for the Funeral Service and a Public Lecture on the Principles of True Fraternity, are known only to initiated members of Phi Sigma Kappa.
- Phi Sigma Kappa Fraternity is made up of three entities; the Grand Chapter, the Foundation, and Properties.
- The Phi Sigma Kappa Properties board looks to the long-term success of Phi Sigma Kappa through responsible management and growth of property assets for the benefit of all members.
- The Phi Sigma Kappa Foundation, founded in 1947, is the entity that provides scholarships, grants, educational programming, and leadership development initiatives for the Fraternity. It is categorized as a 501(c)(3) charitable and educational tax-exempt organization, separate and independent from the Grand Chapter, whose express purpose is to promote academic excellence and serve as an educational funding resource for the members of Phi Sigma Kappa.
- The Grand Council is made up of 7 alumni members, including the Grand President, who leads the direction of the Grand Chapter.
- The Court of Honor is made up of past Grand Presidents who advise the current Grand Council.
- General convention is held every two years to conduct the business of the Grand Chapter, provide undergraduate and alumni members engaging educational programming, observe the ritual of Phi Sigma Kappa, and celebrate the accomplishments of the Fraternity in the biennium.
- The philanthropy partner of Phi Sigma Kappa is the Special Olympics and was adopted as such at the 55th General Convention in 1995.
- Cardinal Journey is Phi Sigma Kappa's brotherhood development program for undergraduate chapters, launched at the 67th General Convention in Dallas, TX. This program includes the *Brotherhood in Phi Sigma Kappa* associate member education program.
- The Phi Sigma Kappa Creed was written by Brother Stewart W. Herman, Sr.
- The Robert M. Zillgitt Leadership Institute was implemented in 2000 to provide leadership development for a select group of undergraduate members and still occurs today.

PHI SIGMA KAPPA CROSSWORD



ACROSS

- 4 the Fraternity motto
- 6 national philanthropy partner of the Fraternity since the 55th General Convention in 1995
- 8 Cardinal Principle related to Justice
- 15 number of degrees of membership
- 17 Cardinal Principle related to Wisdom
- 20 a volunteer alumnus who works with a local chapter
- 21 board made of alumni volunteers who look to the long-term success of property assets of the Fraternity
- 22 current name of university where Phi Sigma Kappa was founded
- 24 the Fraternity colors

DOWN

- 1 the office located in Indianapolis where the day-to-day operations of the Grand Chapter are conducted
- 2 a chartered, undergraduate group recognized by the Grand Chapter at a college or university entity founded in 1947 that provides scholarships, grants and educational programs for members of the Fraternity
- 3 board made up of past Grand Presidents
- 5 Phi Sigma Kappa's brotherhood development program that includes Brotherhood in Phi Sigma Kappa for associate members
- 7 what the stripes on the Phi Sigma Kappa flag represent
- 9 a traveling paid staff member of the International Headquarters who is a local chapter's main contact
- 10 the event held every two years that conducts the business of the Fraternity, including voting to change Fraternity legislation
- 12 name of Fraternity Phi Sigma Kappa merged with in 1985
- 13 the group of six symbolic officers who lead a local chapter
- 14 governing board of the Fraternity made up of volunteer alumni
- 16 official magazine publication of Phi Sigma Kappa
- 18 the entire international entity that makes up all brothers of Phi Sigma Kappa
- 19 Cardinal Principle related to Honor
- 23 total number of rituals historically prescribed by Phi Sigma Kappa

FACILITATION BEST PRACTICES

Facilitation is a big part of your role as Inductor and it's not an easy skill to master. A big part of facilitation is the ability to know your associate member class and read the room to adapt to their needs. A few pointers are provided below on leading discussions within the meetings:

- Any discussion or activity debrief is a time for you to lead the conversation. The questions provided are to help guide you, but do not feel restricted by them. If the conversation flows in a different direction, you as the facilitator have the power to lean into that or steer it back towards the content if it gets off-topic.
- Brotherhood Circles also are able to be customized. The general topic should be discussed, but how you do that could look differently based on the group.
- If there is an activity that you feel would not work for your chapter, take note of that and talk to your Chapter Adviser or contact International Headquarters. There are a variety of ways to get to the same learning outcome and you have the ability to be creative and come up with a different activity or learning method.

Read through the tips below to help you be a successful facilitator before each meeting, during each meeting, and after each meeting.

- Before the meeting:
 - Logistics and location:
 - Think of creative spaces on campus you can use and what best fits the need of the meeting.
 - Ensure you will have the technology, equipment, and room set up you will need.
 - Reserve rooms on campus and space for all meetings and events ahead of time so you don't have to scramble last-minute to find a room and to help you stay on the schedule you created.
 - Meeting Preparation:
 - Make sure to read the meeting facilitator guide top-to-bottom to fully understand the content, gather any materials you may need, and print any worksheets or handouts you may need.
 - This also is a time for you to edit the session or customize certain discussions to make it benefit your associate members.
 - Make sure you build credibility with the associate members by speaking confidently and positively about the meeting beforehand. If you're negative about the meeting, they're also going to have a negative attitude, making it more difficult for everyone.
- During the meeting:
 - Set the tone:
 - At the beginning, set the tone for the meeting by reviewing what you discussed at the previous meeting, sharing any expectations you may have for them, or share a story to make the topic relevant to them. The "Introduction" part of each facilitator guide gives you suggestions to set the tone correctly.

- It's important to showcase the "why" behind the meeting topic and its importance. Make it relevant to them and they'll be more interested and more participatory.
 - If you're nervous at the very beginning, have associate members do a quick pair-and-share. Give them a fun question such as "what was the best thing that happened to you this past week?" or something related to the topic such as "Describe a time you were a strong leader." This will give you a minute to breathe while they chat amongst themselves.
 - Engaging your audience:
 - If you're losing the attention of the audience...
 - ask questions at the end of a section of content or hold a discussion to test the group's understanding of the content.
 - have everyone stand and stretch or do a quick icebreaker or activity to re-engage associate members.
 - If you're only getting short or "yes" or "no" answers...
 - turn a large group conversation into a pair-and-share first, and then have individuals share what they discussed with their partner.
 - make sure you're asking open-ended questions. Ask "why" if somebody gives a short answer. Why do you feel that way? What is your thought process? Why do you agree or disagree?
 - If brothers keep steering the conversation off track...
 - create a "parking lot" sheet or PowerPoint slide with questions/ideas unrelated to the topic that you may be able to revisit later in the session, after the session individually, or in a future meeting.
 - offer to have a private conversation after the meeting if an individual is continuously bringing something up that's off-topic.
 - feel free to inform participant(s) that their question/comment will be addressed later in the session or in a later meeting if applicable.
- After the meeting:
 - Follow up on any questions you didn't know the answer to or send out any materials used such as PowerPoints.
 - Touch base with any individuals who didn't seem engaged or who left early, especially if it was abnormal behavior for that person. If it was a "heavier topic," you'll want to ensure that person is okay if something made them uncomfortable or upset.
 - Evaluate yourself and ask for feedback from others. What went well? What didn't go so well? Consider sending a survey at the very end of the associate member experience to see which meetings/activities stood out to them, what they liked, what they didn't like, and how you could improve as a facilitator.

- Continue to build credibility. Be confident, even if it didn't go well. Don't talk poorly of yourself to brothers because that will put the idea in their heads that you're not a good facilitator. Learn from it and try again in the next meeting.
- General facilitation tips:
 - The facilitator should be listening more than talking; 70% of the time should be participant interaction and 30% should be on the facilitator.
 - Silence is okay. Sometimes participants need time to process the question or the discussion before they respond. The facilitator shouldn't feel like they need to fill the void by talking more.
 - Be aware of your facilitation strengths and weaknesses. If you say "um" frequently or get nervous and shaky at the beginning of each meeting, work to overcome that by practicing.
 - Create a space within your associate member meetings where brothers can be authentic and share freely what is on their mind. Set ground rules, especially for "heavier topics," for brothers to be respectful, actively listen, and to keep information shared in the meetings to themselves.
 - If you are finding it challenging to facilitate certain activities or discussion, seek out help from campus resources including your campus fraternity and sorority advisor or a leadership or career development office. They may be able to provide some materials or training to help you become a better presenter and/or facilitator.

Smaller Associate Member Class Tips

Some associate member classes may be very small (five people or less) and leading conversations and facilitating activities with a small group can be difficult. Read below for some tips on how to make this program work with a small group:

- **Invite more people.** Consider asking different older brothers or big brothers to attend associate member meetings each week. This can be a benefit for several reasons:
 - Associate members and older brothers get to know each other better
 - Older brothers can become familiar with the goals of the *Brotherhood in Phi Sigma Kappa* program
 - This will expand the group to make discussions and Brotherhood Circles richer, as well as provide more people to make activities possible.
- **Plan ahead.** Read the facilitator guides ahead of time to determine which activities need to be adjusted.
 - Can the activity be done as an individual?
 - Is there another way to complete the activity?
 - Do you have a different activity in mind that can reach the same concept?
- **Consider the group a "small group."** Any time a facilitator guide asks the Inductor to split the group into small group—don't worry about it. They're already a small group!
- **Read the "facilitator tips."** Some *facilitator tips* in the facilitator guides provide further details on how to adjust for a smaller group.

ACTIVITY BANK

Name Games

Name Toss

Materials: two balls, such as tennis, Wiffle, or Nerf balls and space for group to stand in a circle or multiple circles depending on group size.

Instructions:

- Have the group stand in a circle. If the group is larger than 10, have participants create multiple circles.
- Hand the ball to one person and instruct them to throw it to another person in the circle. Before they toss, they should make eye contact and say that person's name. Then the second person makes eye contact with a third person, saying their name before tossing the ball.
- This pattern continues until everyone has received the ball; each person needs to remember who they tossed it to, and who tosses it to them.
- Each person needs to make sure they are saying the person's name prior to tossing it to help them memorize names.
- The last person then tosses it back to the first person and the same pattern is repeated.
- After the group gets the pattern down, introduce the second ball by handing it to the last person in the original pattern. That person then tosses it to the person who tossed it to him in the original pattern and so forth, therefore reversing the original pattern.
- The goal is for the group to have both balls going at once, one with the original pattern and the other with the pattern in reverse.
- If at any point the group drops a ball, the group must start over.
- **Facilitator tip:** This is best played during the first associate member meeting.

Blanket Name Game

Materials: Blanket/dark-colored sheet and space for group to move around

Instructions:

- Make sure all participants have introduced themselves to one another.
- Split the group into two teams and have them stand on either side of a blanket or other partition that allows one person from each team to stand on either side of it, and not be able to see one another. The blanket should be held up by two other people.
- Each team sends one person forward, standing on either side of the blanket. The holders drop the blanket, and it is the goal of each person to say the other person's name first. The first person to guess the name correctly, earns a point for their team.
- The game continues until all participants have had a chance to guess, or all participants have been paired against one another to ensure all members learn everyone's names.
- **Facilitator tip:** This is best played during the first or second associate member meetings.

Going on a Trip

Materials: None

Instructions:

- Have the group sit or stand a circle.
- Ask someone to start off by introducing themselves and something they'd bring on a trip that starts with the first letter of their first name. For example, "My name is Matt and I'm bringing a map."
- The next person then introduces themselves in the same way, but also has to say the person before him. For example, "My name is Josh and I'm bringing jeans. Matt is bringing a map."
- The third person has to continue by introducing himself as well as the two people who went before him. This continues until everyone has introduced themselves and the rest of the participants who went before them.
- **Facilitator tip:** you can change this up by specifying the prompt to going to the beach, going camping, going on a road trip, going on a picnic, etc.
- **Facilitator tip:** This is best played at the first associate member meeting.

Get-To-Know-You Activities

Personal Information Cards

Materials: index cards; one per person

Instructions:

- Pass a notecard out to all participants.
- On one side of the card, have participants write their name.
- Have them flip to the other side of their notecard and lead them through the following questions, one at a time. Instruct them to write their answers in the corresponding locations on their notecard:
 - In the middle, write a word that describes you
 - In the upper left corner, write three important values you live by.
 - In the upper right corner, write three things that make you happy.
 - In the lower left corner, pick one of each of these pairs of words that best describes you: introvert or extrovert, logic or emotion, systematic or spontaneous.
 - In the lower right corner, write three words that describe why you chose to join Phi Sig.
- After you've finished guiding the group through completing their notecards, have them share with a partner. After they are done sharing, have them find another partner. Continue until everyone has shared with each other, or until time has run out.
- **Facilitator tip:** This activity is best conducted at the second or third associate member meeting.

Ball Pit Toss

Materials: Different color balls, or pieces of paper crumbled into balls; one ball per person and space for group to move around

Instructions:

- Have the balls or paper balls in a bin/basket for participants to grab.
- Assign each of the questions below to one of the colors available. For example, question one is purple, question two is blue, etc.

- Have colors and associated questions listed on a PowerPoint, board, or piece of paper where everyone can see.
- After each person has grabbed a ball, have them find a partner who has the same colored ball. Once they've found a partner, have them introduce themselves (if they don't already know each other) and answer the question assigned to their colored ball.
- Give the pairs about one minute, then have them switch balls with another player so everyone has a new color. They must then repeat the process with a new partner who has the same color as their new ball.
- Question examples:
 - What is your favorite movie?
 - What is your pet peeve?
 - What are you most afraid of?
 - Who you look up to?
 - What TV show(s) have you recently binged?
 - What is your favorite hobby or way to relax?
 - Why did you choose to join Phi Sig?
 - What did you choose to attend {insert name of college or university}?
 - What is your favorite high school or college memory so far?
 - What is your favorite thing about your hometown?
 - If you could only eat one meal for the rest of your life, what would it be?
- **Facilitator tip:** This is best played at the first or second associate member meeting. For larger associate member classes, this could also work at a third or fourth associate member meeting to encourage brothers to meet new people.

Guess Who

Materials: Slips of paper or index cards; one per person

Instructions:

- Have each participant write an interesting or unique fact about themselves, a funny story, or an embarrassing moment they've experienced on a slip of paper or index card. Inform them it will be read aloud.
- Once completed, have all participants crumble or fold paper and place into a hat, cup, bin or basket.
- **Facilitator tip:** you can also have participants sit in a circle and have them throw papers or index cards into the middle of a circle.
- Have each participant pick up a different crumbled or folded paper or index card and ask one participant to start off by reading aloud the piece of paper or index card he picked up.
- After the first participant is finished, ask the group to guess who wrote that fact or story.
- Continue having participants read the story they picked aloud and other participants guessing who it was, until all pieces of paper have been read.
- **Facilitator tip:** This is best played after a few associate member meetings and the group is comfortable with one another.

Team-Builders

Structure Building

Materials: Varies; space for group to move around

Instructions:

- This game can be played using a variety of materials. Some examples are listed below:
 - Balloons (should be inflated beforehand)
 - Straws
 - Marshmallows
 - Toothpicks
 - Popsicle sticks
 - Tape
 - Uncooked spaghetti
 - String or yarn
- Break the group into smaller groups of three to five members, if necessary. Give each group a limited amount of time to build their structure.
- The structure must be free-standing, meaning it must be able to stand on its own without it leaning up against something or someone holding any part of it.
- After time is up, evaluate each group's structure to see who has the tallest one—that team wins the game!
- **Facilitator tip:** This can be played at any point but can also be used to cover the **Teamwork** in Phi Sigma Kappa topic, as long as Brotherhood Circle still takes place afterwards.

Ships and Sailors

Materials: Space for group to move around

Instructions:

- Inductor serves as the “captain,” everyone else serves as a “sailor.”
- The captain calls out a command ALL sailors must complete the command within about three to five seconds. Any player who has not completed the action within the timeframe is “out.”
- Play continues until only one player or one small group remains.
- Commands:
 - Captain's coming: Stand up straight and salute. Don't move until the captain says “at ease”
 - Sail west: everyone runs to the right
 - Sail east: everyone runs to the left
 - Pirates: everyone runs to the front
 - No pirates: everyone moves to the back
 - Hit the deck: everyone lies down on their stomach
 - Man overboard: everyone finds a partner. One kneels down and the other stands behind and places a hand on their partner's shoulder. Both partners put their hands above their eyes, as if they're on the lookout.
 - Three hands rowing: three sailors line up in a group and pretend to row
 - Four hands playing cards: Four sailors get in a group and pretend to play a card game
 - Five hands eating: Five sailors get in a circle and pretend to eat.
 - Walk the plank: Six sailors line up single file, with their hands on the shoulders of the person in front of them

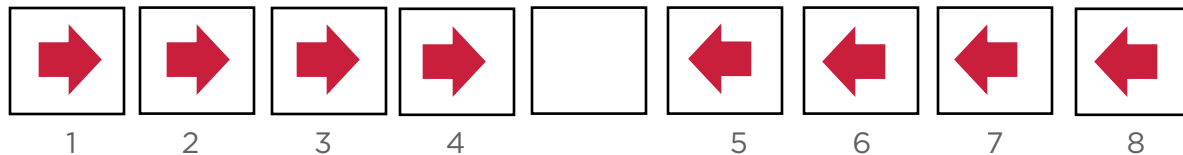
- **Facilitator tip:** It is best to call the mix up the commands throughout the game but call the ones that require the larger amount of people (four, five and six) at the beginning before people get “out.”
- **Facilitator tip:** This can be played at any point but can also be used to cover the **Teamwork** in Phi Sigma Kappa topic, as long as Brotherhood Circle still takes place afterwards.

Traffic Jam

Materials: Chalk or masking tape

Instructions:

- Before the meeting, make nine squares using chalk (outside on ground) or masking tape (inside or outside on ground or floor) like the example shown below. Once you have participants, have them stand in each square, facing the direction of the arrows shown below.



- The object of the game is to move the players on the left side, to the right; and the players on the right side, to the left, following the rules listed below. The facilitator should share the rules with all participants after they are standing in their squares.
- Rules:
 - Participants may not move backwards or turn around.
 - Participants may not move around anyone facing the same direction you are facing.
 - Participants may not move more than one person at a time.
 - Participants must move to an unoccupied space in front of them (no moving backwards).
 - Participants may move past a player facing the opposite direction to get to the empty space behind him.
 - Participants may not move past more than one participant at a time (must be facing the opposite direction).
- **Facilitator tip:** For smaller groups, this game can also be played with seven or five players, as opposed to nine. For larger groups, have others watch and act as silent observers.
- **Solution:**
 - Pattern is the following: left side - 1 move; right side - 2 moves; left side - 3 moves; right side - 4 moves; left side - 4 moves; right side - 4 moves; left side - 3 moves; right side - 2 moves; left side - 1 move
 - Solution using the numbers under each box in the example above:
- **Facilitator tip:** This can be played at any point but can also be used to cover the **Teamwork** in Phi Sigma Kappa topic, as long as Brotherhood Circle still takes place afterwards.

CAMPUS RESOURCES

HANDOUT FOR ASSOCIATE MEMBERS

Chapter: _____

University/School Name: _____

Instructions: Fill in each section with the applicable information for your campus. This form should be distributed to all associate members at the beginning of their associate member experience or during the **Integrity** in Phi Sigma Kappa meeting. This can also be a good resource for the entire chapter.

Counseling Services:

Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Other:

(Secondary) Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Student Health and Wellness:

Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Other:

(Secondary) Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

University Police/Public Safety:

Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Other:

(Secondary) Name of Office/Department:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Fraternity and Sorority Life office:

Name of Chapter's Fraternity/Sorority Advisor:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

(Secondary) Name of Fraternity/Sorority Advisor:

Phone Number:

Address:

Hours of Operation:

Types of Services Offered:

Other:

Substance Abuse Office:

Name of Office/Department:

(Secondary) Name of Office/Department:

Phone Number:

Phone Number:

Address:

Address:

Hours of Operation:

Hours of Operation:

Types of Services Offered:

Types of Services Offered:

Other:

***Sexual Assault Center/Title IX Coordinator/Office:**

Name of Office/Department:

(Secondary) Name of Office/Department:

Phone Number:

Phone Number:

Address:

Address:

Hours of Operation:

Hours of Operation:

Types of Services Offered:

Types of Services Offered:

Other:

Other relevant on-campus resources (if applicable):

***Confidential vs. non-confidential resources for survivors of sexual assault or violence**

If a member is sexually assaulted or a survivor of sexual violence, it is important to know there are support resources available. If they are not certain about whether they would like to report the incident, the confidential (they are not required to report the assault to anyone) resources available are generally the counseling center, health center, clergy member and campus victim advocate or community advocate. If the member is confident about their choice to report, in addition to the confidential resources listed, the following non-confidential resources are generally available: Title IX Coordinator, police, campus safety or professional staff (e.g. residence assistant, fraternity/sorority advisor, dean of students, etc.).

An important note about confidentiality: Most campus/university professional staff and all faculty are required by law to report suspected incidents of dating violence, sexual violence and stalking to the university. This is to help the campus ensure that the student has access to the services they need, and to minimize any threat to the campus community if the abuser is also a student or staff/faculty member. Victim advocates, licensed counselors, medical staff and clergy do not have to report to the university administrators. In most instances, they can discuss the situation with students confidentially. If unsure about whether the resource has to report, the member always has the right to ask about confidentiality before choosing to share their experience.

RESOURCES LIST

Inductors have several resources to help you implement the *Brotherhood in Phi Sigma Kappa* program.

- **This *Inductor's Guide*:** This *Guide* can serve as a resource for you. If you're feeling confused, lost, or unsure what to do next, your first go-to is this *Guide*.
- **Officer Portal:** All materials related to the *Brotherhood in Phi Sigma Kappa* program can be found on Officer Portal.
- **Local resources:** Your Chapter Adviser and Executive Board brothers will also be a great resource for you to brainstorm ideas and can even help lead meetings to change up the voice the associate members are hearing each week. Local alumni can also provide a unique perspective and showcase the lifelong membership of Phi Sigma Kappa; consider inviting them to come and cover a topic.
- **Your campus fraternity and sorority advisor (FSA)** can also be a great resource. Not sure of your campus policies or procedures? Need help facilitating a certain session from an expert? Need ideas of what other fraternities are doing on your campus? This college or university staff member can be useful in a variety of ways.
- **International Headquarters professional staff:** If you have a question regarding the program, need fresh ideas or are nervous about facilitating a certain activity or discussion, feel free to reach out to your Chapter Consultant or Leslie Pedigo, Director of Education at leslie@phisigmakappa.org.

REFERENCES & RECOGNITIONS

16personalities.com Test. (2011-2018). *NERIS Analytics Limited*. Retrieved June 2018 from <https://www.16personalities.com/>

Brain Tricks – This is How Your Brain Works. (January 2013). *AsapSCIENCE*. Retrieved June 2018 from <https://www.youtube.com/watch?v=JiTz2i4VHFw>

Cardom, R. (January 2016). Unconscious Bias. *University of Kentucky, Office of Student Involvement*. Retrieved June 2018 from Office of Student Involvement Re-Connect Conference resources

Death by Hazing, SAE.

FIPG Risk Management Manual (2013).

Hellstrom, D., Jackson, J, Marcy, B, (March 2017). Intentional Emergence Model. *University of Minnesota, Leadership Minor*. Retrieved June 2018 from Association of Leadership Educator Conference proceedings

MrGym.com. Traffic Jam. Retrieved June 2019 from <http://www.mrgym.com/Cooperatives/TrafficJam.htm>

Pedigo, L. J., (December 2017). Facilitation Best Practices. *Zeta Tau Alpha Fraternity*. Retrieved July 2018 from Zeta Tau Alpha Officer Leadership Academy resources.

Pedigo, L. J., (December 2017). Steps to Healthy Confrontation. *Zeta Tau Alpha Fraternity*. Retrieved June 2018 from Zeta Tau Alpha Officer Leadership Academy resources.

StrengthsQuest, (2000-2008). The Talent Connection. *Gallup*. Retrieved July 2018 from StrengthsQuest Activity Workbook

StrengthsQuest, (2000-2008). Group Dynamics and Talent Themes II. *Gallup*. Retrieved July 2018 from StrengthsQuest Activity Workbook

Tea Consent, (May 2015). *Blue Seat Studios and Emmeline May*. Retrieved June 2018 from <https://www.youtube.com/watch?v=oQbei5JGiT8>

The PLUS Ethical Decision Making Model. *Ethics & Compliance Initiative*. Retrieved June 2018 from <http://www.ethics.org/resources/free-toolkit/decision-making-model>

Thomas-Killman, Model of Conflict Management Styles. *Washington Campus Compact*. Retrieved June 2018 from <http://www.wacampuscompact.org/retentionproject/onlineresources/2011onlineresources/Communiaction/Thomas-Killman%20Model%20of%20Conflict%20Management%20Styles.pdf>

Young Catholics, (2019). Ships and Sailors (VBS Game or Youth Ministry Game). Retrieved June 2019 from <https://young-catholics.com/2018/03/05/ships-and-sailors-vbs-game-or-youth-ministry-game/>

A special thanks to the Phi Sigma Kappa Education Committee and contributors of the *Brotherhood in Phi Sigma Kappa* program:

- **Grant Carpenter** (Northern Arizona, '13); *Director of Chapter Services, International Headquarters*
- **Jonathan Fix** (Ball State, '20); *undergraduate representative*
- **D. Matt Gregory** (Southern Illinois, '95); *Education Committee member*
- **W. Dave Hammons** (Ball State, '16); *former International Headquarters professional staff*
- **Joseph Kern** (Radford, '09); *Director of Advancement, International Headquarters*
- **Edward Kovacs** (Bowling Green, '00); *Education Committee member*
- **Jeff Liesendahl** (Northern Illinois, '87); *Education Committee member*
- **Richard Loeffler** (Clemson, '11); *Education Committee member*
- **Gentry McCreary**, *Dyad Strategies*
- **Sean McGreevey** (Henderson State, '97); *Grand Council Director*
- **Leslie J. Pedigo**; *Director of Education, International Headquarters*
- **Darald Stubbs** (Stetson, '88), *Grand Council Director*
- **Christian Williams** (Florida International, '12), *Education Committee member*
- **Nicholas R. Zuniga**; *Executive Director/COO, International Headquarters*

A special thanks to the following local chapters who helped pilot the program during the 2018-2019 academic year:

Alpha Deuteron, University of Illinois

Delta, West Virginia University

Epsilon Octaton, University of Cincinnati

Epsilon Tau, Ball State University

Eta Septaton, California Polytechnic University, San Luis Obispo,

Gamma Triton, University of South Carolina

Kappa Tetarton, Southern Illinois University

Nu Tetarton, Rutgers University