

2019 ACE Program Planning Document

*Looking back on 2019, reflect on the chapter events, programs, and initiatives that can apply to your ACE Program requirements for the year. By reflecting and taking notes on these spring activities, it will not only make it easier to fill out your packet in the fall but can also help guide your chapter's calendar planning to address the areas in which you have not yet met the requirements. **We recommend you include dates, attendance numbers, etc. in your notes.***

Leadership and Member Development

Member Development Initiatives (General): What is it about your chapter experience (i.e. programming efforts, participation in leadership positions, mentorship programs, etc.) that develops your members? Explain what members are getting, how they are getting it, and why it is important. Areas of development can include: career readiness, communication, leadership, and interpersonal relationship skills; cultural competence; moral and ethical decision-making; personal wellness; etc.

Please list any workshops, programs, and/or national curriculum that the chapter completed to further personal and leadership development of its members this year. If no programs were completed, please also indicate that.

Epsilon Kappa prides itself on the involvement of our members as well as the number of leadership positions our members hold not only in Kappa Kappa Gamma but also on campus in general. One thing that is special about our chapter is that new members can hold leadership positions, which leads to an early excitement for involvement throughout our chapter. This year, we had three new members serve on executive council and many held chair positions as well. We also require members to be in at least one other organization on campus to encourage diversity, and most members go above and beyond that by holding leadership positions which leads to more self confidence as well as experience for the future.

We have many programming sessions per semester (one per month) and members often have a say in the topics, so they are always very interested in the serious and important topics discussed. Over the past year, we had programs in self defense, sexual assault, bystander intervention for a friend involved in sexual assault, women's health, alcohol consumption, and a presentation on your rights. The sexual assault programming was our big one of the year, conducted by kappa facilitators and lasting two hours. This is important for our chapter because not only are members being informed, but often the programs make them stop and think about a serious topic that they may not have thought much about previously.

Member Development Initiatives (Community Priority: Diversity and Inclusion): What is your chapter doing to promote growth or education in this topic area for your members? What was the impact of this education? Diversity and inclusion education can include the following topics: gender/sex; racial, ethnic, and cultural awareness; ability/disability; social justice issues;

inclusive leadership; the LGBT+ community; viewpoint diversity; religion; and intersectionality. This topic was selected based on the needs of the community and is also a core value of the Department of Student Life.

Kappa puts an emphasis on member development initiatives, specifically in diversity and inclusion in order to make all of our members feel comfortable. One key point that we have emphasized all year was that having a mental illness does not make anyone any less important or less valuable as a person. Throughout the year, we emphasized that struggling with mental health is completely normal, and that most college-aged students struggle silently. We encouraged conversation by reminding women at chapter that sometimes it's our best friends who are struggling and to always check up on each other. We did this by having 4-5 graphics throughout the slideshow saying things like "Everyone you meet is fighting a battle you know nothing about. Be kind." and we would spend a minute talking about it. Another way we promoted mental health was by creating a Remind101 group called "Happy Kappas." Women who signed up to receive messages would be texted positive quotes about self-care. These texts were not limited to inspirational messages, but we also sent links to TedTalks regarding new views on depression and bystander intervention. Lastly, we implemented a mental health chairman, who is aware of the resources on and off campus for anyone struggling. She is a confidential source that women can talk to and get information from if they don't feel comfortable looking themselves. This sister has been widely utilized throughout this past year. All of these things were implemented in order to normalize mental health illnesses and remind sisters that they always have Kappa to lean on.

This Fall, we also had a women's health programming event at chapter. This event lasted about an hour and we had two female gynecologists from the health center come and talk. The women who spoke did not shame or judge anyone for their practices, and they were funny so women felt that they could open up to them. They talked about safe sex practices, STI testing, pap smears, breast exams, birth control, general health of a woman's body, and more. We spent over 30 minutes asking questions and engaging with each other about what's worked for us. We held this event in order to get information to college-aged girls who might not otherwise have the time to look into it themselves. Having a conversation in this environment allowed women to speak openly about their experience with women's health, all while emphasizing the normalcy of certain health issues.

During October, our Vice President of Standards and Risk Management chairman gave a presentation on appropriate Halloween costumes. This presentation focused on inclusion and cultural awareness, in order to educate members on how certain costumes might be inappropriate. We not only talked about how racially-based costumes can be offensive, but mental-health based costumes, transgender-based costumes, domestic-violence-based costumes, and more. This was a very productive conversation because offensive costumes were not an issue within our sorority this year.

This holiday season, we are making sure to recognize all religious practices through our decorations. We have trees with stars on top, and menorah ornaments. Instead of

decorating the trees with green and red, traditional Christmas colors, we decorated with our sorority's two shades of blue. All signs around the house say, "Happy Holidays," and the decorations for Christmas and Hanukkah are balanced, meaning no holiday overpowers the other.

Officer Training and Goal Setting: The chapter hosted a designated time for officer transitions, officer training, and/or executive board goal setting; the agenda or minutes from this meeting will be submitted. Explain how your training and goal setting helped your officers align their actions with those goals during the course of the year.

In order to train officers, we have multiple events with the combined old and new councils including leadership day and two additional meetings. Leadership day is a two-hour-long event where each new council member meets with the old council member and their advisor. Here, we went over the key parts of each position and we passed down all of our accounts and passwords. We spent some time discussing goals, timelines of events, and responsibilities. Each old council member filled a notebook with advice, tips, things they've been working on, and the lessons they've learned, and these notebooks were given to the new council to keep. At the end of the event, the new council met for the first time to get to know each other and to discuss their goals. The old council also put together a document of advice that each member of the new council got a copy of. The next week, the new council attended the last old chapter council meeting to listen in on everything they've been talking about. Next week, the old council will sit in on the new council's first official chapter council meeting.

The chapter had one (1) or more representatives attend a local, regional, or national leadership event outside OFSL. Provide documentation of the following:

Name of event/conference: Kappa Leadership Conference

Name(s) of member(s) who attended: Rachyl Jones (President), Erin Flannigan (VPS), Kerry Callaghan (VPO), Kiley Schafer (Membership), Marisa Laycock (Education)

For attendees: What was the impact of this leadership event on you, chapter leaders, and the chapter?:

We had the opportunity to speak with women who hold our same positions in other chapters similar to ours. We learned a lot about how other chapters go about the problems that we have, such as raising money for philanthropy and dealing with participation. This gave us new ideas that we would never have thought of and educated us about goal setting.

Safety and Accountability

Harm Reduction Programming: Chapters hosted/attended three harm reduction programs on at least two of the following topics: alcohol/substance abuse; sexual assault and interpersonal

violence; bystander intervention; and hazing; and one on the harm reduction topic of their choice. Attendance requirements and additional information can be found on the [FSL website](#).

Event Management Strategies: What strategies are used by the chapter to reduce harm at chapter-sponsored events? This includes strategies related to transportation, venue choice, attendee management, liability, prevention of underage drinking, responsible consumption, and general health and wellness.

For every chapter-sponsored event involving alcohol, buses are used to transport all attendees to and from the venue. All attendees must meet at the chapter house in Greek Village in order to board the bus and attend the event. Once attendees have arrived to the house at their appropriate bus time, colored wristbands are issued to over 21 attendees. Additionally, the Vice President of Standards marks X's on the under-aged attendees' hands. This process also allows for a double check on all attendees' state of mind entering the house. Security is also present at the house in order to help keep order. There is always ample water and food (typically pizza) provided at the house for attendees to consume while they board the buses. Prior to committing to any venue, contracts and certificates of insurance are obtained from the venue and approved by the risk management officer, the risk management advisor, and Kappa Kappa Gamma headquarters. All certificates of insurance must have a minimum of \$1,000,000 for each occurrence and \$1,000,000 general aggregate. Whomever is serving the alcohol must have a minimum of \$1,000,000 liquor liability insurance. Certificates of insurance and contracts are obtained and approved for all transportation, security, venue, and alcohol vendors before any contracts are signed. During each event involving alcohol, the entire chapter council is responsible for monitoring the well-being of all attendees during the event. Additionally, one security guard per 50 attendees is hired for each event involving alcohol. Beer and wine are the only forms of alcohol served at any event, and are only available through a cash bar. Attendees can purchase alcohol once proper identification is shown by the attendee (both his/her ID and the colored wristband).

Non-alcohol events must also be approved by the risk management officer and Kappa Kappa Gamma headquarters. Responsible drivers are utilized for transportation at non-alcohol events, and all contracts and certificates of insurance are obtained and approved before any contracts are signed.

Our chapter is also dedicated to the general well-being of our members. We have a mental health chair that is voted on by the entire chapter. She is chosen based on her approachability and capability to promote mental health awareness throughout the chapter. She is a person to come to for any member who is struggling with their mental health, and is an outlet to find resources for mental health issues.

Our chapter is dedicated to promoting safety among its members during their personal time. One way we promote safety is through a new system of checking up on other sisters. We have begun a system of checks starting by the phrase "Have you seen Mary Lou?". If a sister sees another sister in an uncomfortable situation, she has been instructed to approach the sister and ask "Have you seen Mary Lou?". Our chapter members know

that this phrase translates to “Are you okay?”, which if the sister wants to get out of her present situation, she can say “No.” The other sister will then ask her to come help her find Mary Lou, which gets the sister out of the uncomfortable situation. This system allows for sisters to discreetly leave uneasy situations, and promotes an atmosphere of accountability among our sisters to always look out for each other.

Chapter Judicial Process: Briefly outline the chapter’s judicial structure. A complete outline of the process is not necessary. Is the process conducted by an undergraduate judicial board or through regional/national volunteers, and how are these people chosen and trained? Which officer oversees the process? What type of sanctions does the chapter typically give out for behavioral issues?

The Vice President of Standards (VPS) is in charge of the chapter judiciary process. When a member is in violation of a fraternity bylaw, university policy, or the law, she may be referred to the Standards Committee. The Standards Committee is voted in by the chapter and consists of a representative from each academic year, a member at large, the new member chairman, as well as the VPS and chapter president. The member is invited to share her account, to which the committee may ask questions to help better understand the situation. Once the

Standards Committee feels they have a full understanding of the situation they will discuss what action should be taken to help correct the behavior and bring them back into the chapter. The committee will either issue no action, a warning of probation, nonsocial probation, or social probation - in which members may not attend functions. In no case will a member be receive a monetary fine. Probation terms will be assigned for each week of a member’s probation and should serve to reinforce the bylaw that was violated. For example, if a member does not attend ritual reviews, she may be asked to help set up for initiation and write a reflection on the importance of ritual. However, there are no “automatic corrective measures.” Each person referred to standards is given their chance talk to the Standards Committee, and then the committee makes a decision based off of that member’s situation. All corrective measures are meant to bring the member closer to the chapter. A member never receives a punishment that pushes her farther away from the values of kappa; in fact, some corrective measures include reflecting on the values of kappa and relaying their favorite memories.

Accountability/Harm Reduction Initiatives: List all additional programs or workshops the chapter completed to educate your members about accountability and harm reduction. This could include programs specific to new members or a certain class, programs educating members on the chapter’s judicial process, or risk-related topics, like active-shooter training, self-defense, event safety, etc. If no programs were completed, please also indicate that.

A presentation on the Standards Committee was given at the first chapter of the Spring 2019 semester to all members to review what may result in a Standards referral and what to expect if they receive one. The same presentation was then given during new member education in the Fall semester, which allowed new members to learn what will be expected of them as a member of Kappa Kappa Gamma and to know how they will be

held accountable if they fail to meet expectations. The risk management officer also gave a presentation during new member education. This presentation included information on safe drinking practices and good overall safety practices both at chapter-sponsored events and in their personal lives. Chapter members are also reminded before every event on appropriate behavior and how to practice safe drinking habits.

In the Spring of 2019, we had an hour long programming event about self defense with officers from the police department. The next week, the Standards committee hosted a self-defense class as a sisterhood event which went more in depth on what was presented at chapter. The class included preventative measures women can take, emphasis on speaking up for yourself if you feel uncomfortable, and simple but effective self defense moves.

Community Engagement

Service Event: Service is defined as “hands-on service to an organization, cause, or community.”¹ Provide documentation of the following with regards to a service event that the chapter hosted within the community:

Organization supported

Activity or service provided

Number of members that participated

How did this strengthen your organization’s connection to the community? What was the community impact of this service event?

Each semester we are required to do one “Literacy is Key Event” but this semester three were planned, one for every full month. We reach out to local elementary schools with underserved students as majority population. We have worked with Satchel-Ford Elementary, Meadowfield Elementary, and most recently, Carver-Lyon Language Immersion Elementary School. The event itself includes beginning with a read aloud, coordinated craft, and every student left with a brand new book to keep. This Spring, we sponsored a special Literacy is Key Event at Carver-Lyon. With the help of our Mom’s Weekend book drive and our members, we collected 888 books to donate to the school on top of the normal activities. For this particular event on April 12th, 36 Kappas worked closely with the entire second grade at Carver-Lyon. The 64 total students were split into four classrooms where one Kappa led the class with the activities. At the end of our visit, every participating student picked out a new book to keep while the remaining 824 books were donated to the school’s reading program. Kappa truly grew its connection to the community this past semester with these hands on events that truly impacted every participant.

Our chapter also was lucky enough to be selected by our nationals to put on our first ever GIRLS Academy. Two years in the making, our members worked with almost 50 6th-8th grade girls at Blythewood Middle School on Saturday, February 9th. From early in the morning till that night, our members lead five small groups teaching the girls the importance of the GIRLS acronym, “girls inspiring respect, leadership, and service.” Additionally, we taught girls about how to be confident in yourself and the harms of

bullying. Our members built long-lasting relationships with the girls and followed up with them on April 12th, visiting the school again. This strengthened our connection to the local community because it expanded our area of impact since we usually strictly work with elementary schools. The community was left with numerous happy and proud moments shown at graduation that night. After graduation, parents who were either teachers or administrators reached out to us asking if we could do this program with their school. That just shows the positive effect our program had on the participating girls and their families. This event was so successful that Kappa headquarters has granted us the privilege of hosting it a second time this upcoming year (only fifteen chapters across the US and Canada are selected per year). We decided to hold it this upcoming February at Blythewood Elementary School again so we can continue growing our lasting relationships with these girls.

We have achieved our goals of expanding farther into Columbia's Richland One and Two School Districts with the two previous Literacy is Key Events on October 9th at Arden Elementary School and the one on November 9th at Pine Grove Elementary School. For the first Literacy is Key Event, 18 members participated and the second one had a turnout of 25 Kappas. During both events, we served and closely worked with about 20-25 Kindergarten and First Graders. We collected over 260 new books between both events and plan on collecting more for our upcoming Literacy is Key Event at the end of the semester.

Philanthropy Event: Philanthropy is defined as “raising money through an activity or fundraising that supports a charitable cause.”¹ Provide documentation of the following with regards to the chapter's largest philanthropic event:

Organization supported

Amount of money raised

Number of attendees

What is the connection between the event and the cause?

What awareness or education did you provide to the USC community about this philanthropic organization and/or cause?

This past semester our chapter had its first ever Rally for RIF Week and was topped off with our main event, Kappa Kar Wash on Saturday, April 13, 2019. All of the proceeds from this event and the week go to our national philanthropy, Reading is Fundamental. The final total fundraised was \$1,054.54 in support of RIF. Every member of Epsilon Kappa attended and participated in a shift at Kar Wash unless previously excused. Throughout the day, around 40-50 cars stopped by for a car wash by our members and drivers were treated to Pelican's while they waited. Because our chapter participates heavily within hands-on community service, this event is a great way for us to get to directly donate our time to raise money for our sponsored charitable cause. During our Rally for RIF Week leading up to Kar Wash, we tabled on Greene Street spreading the word about our upcoming event while also raising money for RIF there. Even though one of our tabling sessions was cancelled due to rain during that week, the other day was extremely successful. Our members that tabled talked to numerous USC students and faculty about Reading is Fundamental's mission and why they should support us. We also

posted numerous amounts of times on our various social media accounts to help spread RIF's mission and information about our main event. Our chapter has also been heavily active with our other philanthropy, the Kappa Kappa Gamma Foundation. We raised over \$500 with every percent night this semester going straight to the Kappa Kappa Gamma Foundation. The Kappa Kappa Gamma Foundation is a scholarship and disaster relief fund that supports its current actives and alumni. Our members are required to be apart of another organization outside of Kappa in which means many participate in other philanthropic groups like Dance Marathon and Relay for Life. Our Kappa teams raised \$22,825 for Dance Marathon and \$5,657 for Relay for Life.

During this semester of Fall 2019, we had one of our most successful philanthropy events ever. We molded the idea from "Kappa Konzert" to "Kappa Disko," which became a silent disco on Strom Fields. Six fraternities on campus donated their time and a brother that DJed against each other. There were two heats of 3 DJs and therefore two winners. We donated \$100 to each winners' philanthropies and all of our proceeds went to our national philanthropy, Reading is Fundamental. We raised \$12,259 from our event and couldn't be happier with its success and extreme jump in numbers compared to last fall's event which was a little over \$2K. Throughout the night we had over 200 people there, not including our own members. We made our event known on campus through social media, going to other sororities on campus to speak/advertise, and CrowdChange. We have also had three percent nights at Jason's Deli, Burger Tavern 77, and Home Team Barbeque, with another two lined up at MOD Pizza and Chipotle later this semester. We do not yet know the total amount raised from these events but all of the proceeds from Kappa sponsored percent nights go to the Kappa Kappa Gamma Foundation. We are gearing up to host our 2nd ever GIRLS Academy so we are currently in the process of fundraising the necessary amount of over \$2,500 by December 8th. We have

completed this fundraising through social media blasts and are about to table on Greene Street by selling treats for donations, as long as a percent day with Sweet Water Coffee.

Chapter Partnerships and Collaboration: List any partnerships the chapter has with the following groups: chapter(s) within your own council; chapter(s) outside your council; and alumni, parents, and/or advisors. This does NOT include social events or partnering with another organization for Homecoming, Trick or Treat with the Greeks, or Greek Week.

Elaborate on one of the above partnerships and explain its impact on the chapter. For example, this could include collaboration on an educational program, a joint service event, or Parent's Weekend event.

We collaborate with other chapters on campus by sending our sisters to their philanthropy events throughout each semester. For example we participate in Lambda Chi Alpha's can drive, Zeta's 5K, Kappa Delta Shamrock week, Gamma Phi's moonball tournament and more! Our sisters love going and supporting all the members of our Greek community!

This Spring we celebrated our first Girls Weekend, a spinoff of Moms Weekend where sisters, grandmothers, aunts, etc. were invited. We decided to integrate philanthropy into

this event by first, educating our family members on what Reading Is Fundamental is, secondly, hosting four shopping percent days where our members could go shopping with their guests and have money donated, thirdly, organizing a book drive where we collected 888 books, and lastly, hosting a split-the-pot raffle at our goodbye brunch. At the brunch, we made displays showcasing our philanthropy, the history of our sorority with a focus on sisterhood, and our house board's contributions to our chapter. This event was wildly successful and we hope to continue it in the future.

Our advisors also play a huge role in our chapter. During transitions (more specifically, Leadership Day) each chapter council member meets with their advisor in person to talk about their role. We keep our advisors and specialists up to date monthly by sending "round robin" emails, where each member details the previous month's events and what is coming up in the next month. This keeps officers accountable while also continuing a strong relationship with our advisors.

We collaborate with alumni in order to help move our seniors into the alumni status as well as serve as role models to them. Alumni come to our Senior Tea celebration where they do the initiation ritual for all of the seniors into the Alumnae Association and have a small celebration with them. Also, in the Fall, we had alumni come to our Founders Day celebration to celebrate another year of Kappa with active members.

Please elaborate on one of the above partnerships and explain its impact on the chapter. *

Communicating with our advisors and specialists has helped make sure that Epsilon Kappa is upholding national Kappa standards as well as contribute to the future of the organization. One way we kept up with our advisors and specialists was by sending monthly "round robin" emails. Every member of council sent a monthly email to both their advisor and specialist recapping the past month and letting her know what was coming up for the next month. Our advisors really appreciated this because while it didn't always have to do with them, they still like to be updated on what is happening the chapter. At Kappa Leadership Conference in

February, the five officers who attended made it a point to meet in person with their specialists to develop that early relationship. This was beneficial because each officer developed a close relationship with their specialist from the start. We leaned on our risk management and event advisors when revising the bus system by sending multiple proposals for them to look over, we held many calls with the standards specialist asking about certain situations that arose, and our president called our district director many times for advice. For months, our philanthropy advisor met at the house with our philanthropy chairwoman to work out the kinks of Kappa Disko. Our treasurer advisor worked on restructuring the budget with our treasurer and our secretary advisor drives down from Charlotte monthly just to visit. The individual collaboration between chairwomen and advisors has helped our members develop leadership and collaboration skills. It has given our council members access to an abundance of resources and maintained a strong relationship with the entire alumni association.

Faculty Advisor: Is the chapter engaged with your faculty advisor? If YES, what has the impact of that relationship been on the chapter? If NO, what are the steps you will take to connect with your faculty advisor and use them to their full potential?

Our faculty advisor serves as a member of our house board, so we meet monthly to discuss anything chapter related. In addition to those meetings, we email monthly to recap important events from that month. We update her on money we've raised for philanthropy, new bylaws and standing rules, our functions, the new member experience, our relationship with other Greek organizations, and more. Our advisor loves to hear about what individual members are doing, so every semester we send her a list of women who have gone above and beyond as students and as members of a sorority. Here, we highlight interesting internships, awards, and research. She has also made herself available to talk to members who are struggling with mental health and has given them proper university resources. This relationship has been beneficial to our sorority because she is both a kappa and a member of the campus community, so she acts as a link to the university. We feel comfortable leaning on her for any university-related questions or concerns.

Academic Excellence

Chapter Academic Plan: Explain the chapter's overall academic plan for the year, including but not limited to: non-university academic resources available to the chapter, academic workshops or programming completed by the chapter, and any incentive programs utilized to motivate the chapter. Multiple strategies should be included in your submission. Please note, this is asking how the chapter supports the overall academic success of the organization--and not just those individual members on academic probation.

We strongly value academics in our chapter and strive to improve our GPA each year. As an incentive, each week at chapter we announce a Geek of the Week. The Geek of the Week is a sister who has received a high grade in one of their classes (e.g. on a quiz, test, homework, etc.). The Geek of the Week gets a gift card for their hard work. We also utilize the Student Success Center through our academic programs. Specifically, for sisters who are on Period of Concern (a semester-long status where we help particular students who struggle academically), we recommend to them the Student Success Center and the multitude of tutoring options they provide students. To the chapter as a whole, we do a powerpoint presentation at the beginning of each school year of the many opportunities the Student Success Center provides to students. On top of tutoring through the Student Success Center, we provide tutors within Kappa. If one of our chapter members is struggling, they are able to reach out and we set them up with another member who has taken the class previously. Another type of incentive we use during finals is Exam Breakers. Each day of the exam week, we provide the chapter with some sort of snack or tab to motivate our sisters to study for exams. For example, one day we are doing a tab at Cool Beans. Another day we are having a "make your own study snack" bag at the house. We also do 4.0 gifts for all of the chapter members who achieve a 4.0 that semester. To promote good relationships with professors, we put on Sweet Tea with KKG in the Spring and Kappa Kappacino in the Fall. Both of these are events where

the chapter members get to invite their favorite professors to the house to be able to get to know them outside of the classroom and build better relationships with them. This event is always a huge success as the house is full of conversing professors and students. Next semester, we are bringing back “study Sundays” which will take place at the house or a local coffee shop with the goal to get members to study together.

Individual Academic Support: What support is given to individual members on academic probation, and how do you hold them accountable to their academic plan?

Instead of putting members on probation, we have a program that is called Period of Concern (or POC). This is unique because members are not punished for struggling in school. We don't take away functions or other member privileges for the sole reason of having a hard semester, but we work with them to raise their GPA instead. This is for the whole semester and it's a time where the chapter members are given the resources and support they need in order to succeed the next semester as well as in future semesters. It is individualized to each member on POC. At the beginning of each semester, the VPAAE along with a member of the academic excellence committee meet with the member who fell below the 2.7 GPA. During that meeting, we discuss what they struggled with and then transition into resources and ideas for the next semester to help them improve. The terms they are given are written based on how they as an individual need help to be able to succeed. Some terms include studying a certain number of hours each week for a class they struggle with, going to a certain amount of tutoring sessions (either with another sister or through the student success center), or meeting with the professor or TA a certain amount of times. Throughout the semester, the academic excellence committee and chairman keep in contact with them and they update us on how their semester is progressing and how they are keeping up with their POC terms. In addition, we evaluate mid semester how the program is going for the member and if any of the terms need to be updated or modified. We have received good feedback from the members that have been on POC before and they feel as though this program helps to keep them on track and provide them with the resources they need to succeed. Almost all of the members that are on Period of Concern for the semester are able to take advantage of the resources provided and are not on Period of Concern for the next semester.

Relationship with University Partners: What university academic resources (Student Success Center, Student Disability Resource Center (DRC), Career Services, Undergraduate Research, etc.) does the chapter utilize or encourage members to utilize? This could include educating

members on registering with the DRC, encouraging members to seek support from tutors, a workshop from a campus partner, etc.

Our chapter really encourages our members to utilize the Student Success Center. The Student Success Center has so many resources that are free to students that should be taken advantage of - tutoring programs, money management and budgeting tips, as well as the writing lab. At the beginning of each school year we tell the chapter, especially the new members, all about the many beneficial programs the university provides through the Student Success Center. As well, if a member is on Period of Concern, which is our

chapters academic support, one of the terms a lot of them are required to do is to visit the student success center at least once throughout the semester.

During the new member period this Fall, we did a “new member competition” where new members were put on teams and they received points for doing things in the community, leading up to a prize for the team with the most points. This competition was very academic-based, because women received points for sitting with sisters in class, visiting the student success center, and visiting the career center. Having this as part of the new member competition allowed our new members to focus on grades from the beginning and it made them aware of the resources many students don’t recognize until late in their college career. .

In the following semesters, we plan to continue to encourage the chapter members to utilize the Student Success Center. As well, we plan to explain to them the other resources the university provides such as the Career Center, the Student Disability Resource Center, and the Undergraduate Research Program.

Student Success Center (SSC) Partnership: The Office of Fraternity and Sorority Life and the Student Success Center have a formalized partnership; chapters should have utilized an SSC workshop (on any topic of their choosing) at least once a year.

We plan to utilize the Student Success Center more by having a workshop through the SSC this coming spring semester. This will allow members to fully realize all that the student success center has to offer. More specifically, either “preparing for exams” workshop or the “what’s app-ening” workshop would be very beneficial for our chapter. Everyone could always benefit from hearing about more test taking strategies and ways to prepare for exams in advance.

Accomplishments and Challenges

Accomplishments: Share three of the chapter’s accomplishments from this last year and provide your strategic plan to continue this success in the future.

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One of our biggest accomplishments is how we integrated philanthropy more into our sorority. Philanthropy has always been at the core of what we do but our events didn’t reflect that. The first thing we did was change the budget. In the past, our philanthropy chairman has been given one of the smallest budgets. It seemed crazy that we were spending significantly more money on recruitment and events than we were on philanthropy, so we completely revised the budget to what we call a “values-based budget,” where we began spending money on what we valued.

In the Spring, we transformed our annual Kappa Kar Wash into a whole week of events called “Rally for RIF week.” This event is donation-based and while it is not the highest grossing philanthropy event, we enjoy it because our members get to connect with people

in the community. This Spring, we also hosted our first “Girls Weekend” which was a duo social/philanthropy weekend. On the invitations, we educated the women in our lives about Reading is Fundamental. On Saturday, our main event was shopping where we set up four percent days at boutiques in five points. Our members could shop with their moms and grandmas, with donations going to a good cause. On Sunday, we held a split-the-pot raffle at brunch and we collected books for a book drive. Here, we collected 888 books that were donated to a local language immersion elementary school. This weekend was so successful because our members were able to share our philanthropy with the women in their lives.

In the Spring, we also incorporated philanthropy into our functions, which we have never done before. Usually, our event chairman chooses the function theme with no input from the chapter. However, for one function, members could vote between two themes by donating to RIF. One dollar counted as one vote, and voting/donating was not required by any member. This gave members a reason to fundraise and a motivation to raise more money than their friend who wanted the other function theme. This creative means of fundraising made people want to participate in philanthropy rather than feeling an obligation to.

This Fall, we hosted our most successful philanthropy event yet. Kappa Disko was designed to be something people all around campus would want to attend, not targeting any specific group. We had a big tent on Strom fields with lights, disco balls, and six DJ booths under. Six fraternity DJs volunteered to play music representing their fraternity. There were two heats of three DJs competing against each other, and listeners would vote for their favorite DJ to receive a \$100 donation to their philanthropy. In order to avoid noise pollution, this acted as a silent disco. Each guest was given a pair of silent disco headphones where they could switch between the different DJ’s stations. Our members worked the event by checking people in, serving food, setting up the headphones, and setting up/taking down. We raised over \$12,000 with this event - more than we ever have. This event also promoted positive Greek relationships because fraternity men came to support their brother DJing, and sorority women came to hear everyone.

Lastly, we were able to start up our Literacy is Key events again. In 2018, we had trouble hearing back from schools so these events rarely happened, but in 2019, we got a new chairman who was able to connect with local elementary schools. We held these events once each month where we read books to kids at underserved schools and gave each kid a book to keep at the end of our visit.

This upcoming year, we plan to continue our success through our monthly Literacy is Key events and the percent nights. We plan to keep our Fall philanthropy event as Kappa Disko but to change up our Spring event so our members can get excited about something new. We will be hosting Girls Academy again this February and if it goes as well as it has in the past, we will apply to host it again. In addition to the work we already do in the community, our new philanthropy chairman is planning more service opportunities that don’t have to do with our philanthropies, but will give our women the chance to do real service in the surrounding community.

#2

Another big accomplishment this year was how our new member period was structured. In the past, there have been a lot of critiques on the new member period. New members felt that they didn't have a good grasp on the chapter when they were initiated, and they felt that everything stopped once they were initiated. On the administrative side, there were always problems with new members not completing their modules (kappa headquarters requires each new member to complete a series of modules before they get initiated). Because it is against kappa policy for a member to be initiated without completing these, it has been a huge problem in the past and has affected women getting initiated on time.

In order to combat these issues, we created the new member competition, a series of positive incentives during the new member period. The new member pledge class was split up into five teams. Each team had two team captains, members from the pledge class above them. The competition ran from bid day until initiation, and women were individually awarded points for things like hanging out with each other. Individual points were then added to the team's total, and the team with the most points at the end of the period were awarded with a tab at a local nail salon before our semi formal.

The categories and points were as follows: completing all modules by September 29th (100 points per person), optional name and history quiz (up to 100 points per person), completing GreekLifeEDU part 1 by September 13th (80 points per person), going to the career

center (20 points per person), going to the student success center (20 points per person), walk/drive with a sister to meetings (10 points per person), go to a non-football sporting event (10 points per person), go to a sisterhood event (10 points per person), attend a Literacy is Key event (10 points per person), sit with a sister in class (5 points per person), attend a Panhellenic event (5 points per person), attend a Girls Academy fundraising event (5 points per person), eat a meal together (5 points per person), and have a group bonding event (5 points per person).

We strategically modeled the points to reflect what we wanted the new members to accomplish during this period. Completing the modules had significantly more points than the rest so more women would do them on their own, and this solved the problem of modules not getting done on time. Not a single girl was late with their modules this year because everyone wanted to get them done early to get points. We also gave weight to learning kappa's history because our headquarters doesn't require new members to memorize our history, but this way, they wanted to. We made sure to include both sorority-related activities as well as campus ones so the freshmen in that pledge class could get acquainted with the campus and everything the university has to offer. Proof of each activity was sent to the team captains, who tallied the points over the weeks.

One of the key issues of any new member class is the struggle to meet people, especially with pledge classes this large. By breaking the women up into smaller groups, this gave

the new members a smaller community to start with. The sophomore team captains planned events for their teams and created opportunities for them to hang out with each other, so the pressure wasn't all on the new members. This also took the pressure off of our new member chairman and chapter council to feel like they constantly had to plan events for the new member class, and it gave younger women leadership opportunities. Additionally, new members could attend events with people from other teams (hence the reason points were awarded on an individual basis) so they didn't feel restricted in who they could hang out with. By creating these spaces to meet each other and giving them so many resources from the start, the newest pledge class had a much better new member experience than pledge classes in the past.

No part of this competition was required, but everything was based on positive incentive. By having a great prize at the end, a manicure paid for by kappa, women were eager to participate. Not only did we reward the winning team with their nail tab, but we are so impressed with the effort put in by all teams that we hosted a secret santa with the whole new member pledge class, and rented out an ice rink for everyone to use afterwards. This also combats the issue of new members feeling like they're forgotten about after initiation, because by hosting these events late in the semester, we are showing them they still care. We believe that the strategically selected categories and the positive incentives not only made our new members better sisters, but better, well-rounded students.

We plan to continue this success in the future by asking for feedback on the new member competition and revising it as needed. This upcoming year, we plan to host it again and create even more opportunities for new members to feel welcome and grow.

#3

Another big thing we accomplished this year is transforming our Standards committee. In the past, Standards has been seen with a bad connotation and our VP of Standards (VPS) made it her goal to change this reputation. Because the sanctions set by Standards are supposed to reflect the opinions of the whole chapter, our VPS sent out the first standards survey where chapter members could rank common standards offenses based on how serious they think they are. With this, we found that the offenses generally given more serious sanctions, like issues with a date at a function, weren't considered serious for our members, and that offenses generally given leniency, like attendance and completing service hours, were more serious according to our members. What standards was giving probation for and what our chapter cared about was completely flipped. This was interesting because we realized that our members care a lot about women showing up to things, and believed women who don't care about chapters, service hours, and philanthropy shouldn't be able to go to the "fun stuff." Members were also concerned that women were being too severely punished and put down for situations that were simply mistakes. While the committee is always conscious of the dangers of underage drinking and excessive drinking at our functions, they work hard to discern members who made a mistake and members who truly are not following safe habits and to always come from a place of compassion. With the results of this survey in mind, our standards

committee changed the way they give probation (while still keeping everything situational) in order to reflect the values of the chapter. Our members really appreciated this because they felt like they were being heard and that Standards was fair.

A subset of the standards committee is the sisterhood committee, who works on events to bring sisters together. In the past, the sisterhood committee has been given a small budget and they weren't able to host many events. Along with increasing the philanthropy budget, we increased the sisterhood budget as well because we believe building our sisterhood should be at the core of our sorority. With this, we were able to put on more and better sisterhood events, like a self defense class, a t-shirt cutting class, a nail tab, a trip to Charleston, and a bubble soccer tournament. In the Spring chapter survey, members said our sisterhood has never been stronger. In addition to these big events, our VPS introduced "Kappa Kisses" at chapter, where for about three minutes, sisters shout each other out for kind things they've done in the past week, and the sisters shouted out get a Hershey's kiss (we got this idea from Kappa Leadership Conference). This has built our sisterhood by keeping kindness at the center of what we do and recognizing each other for it. Lastly, we sent out a google form where women could write their Starbucks order, chipotle order, favorite candy, favorite ice cream, etc. We compiled the answers and called it the "favorites book" with the idea that women could surprise each other with something they love, starting a random acts of kindness chain. Occasionally, the standards committee would surprise women at chapter with something from the favorites book to get the chain started again.

With the survey and improvements to the sisterhood committee, Standards became a much more welcoming place. Women opened up to the standards committee on things they were struggling with and the committee was able to give them resources to help. Our new position, the mental health chairman, is a branch off of the standards committee as a confidential source women could talk to. With women that opened up with personal issues, the committee would often recommend them to talk to the mental health chairman. The reputation of Standards has done a complete 180, and rather than Standards being "the bad guys," it is seen as a confidential source members can lean on.

In the future, we plan to continue kappa kisses and the favorites book, as well as continuing the fun and new sisterhood event ideas. The chapter will elect a new mental health chairman, and we are looking for ways that she can be more integrated in the chapter. One way we will accomplish this is by the chairman giving presentations at chapter. Lastly, we plan to send out another standards survey to compensate for possible changing opinions of the chapter. With this, members will rerank common standards offenses and the committee will gear their sanctions to the results.

Challenges: Share three of the chapter's challenges from this last year and provide your strategic plan to overcome these challenges in the future.

#1

Our dues have become increasingly more expensive each year. While Kappa is proud to have a quality meal plan for one of the lowest prices and no hidden fees, financial strain is a major

reason women resign. This year, we worked hard to restructure our budget to what we call a “values-based budget” and the new council hopes to continue this trend.

The budget is reviewed each Spring semester. In 2019, we found that some departments were underspending while some were severely lacking in funds. Steps were made to reallocate funds and limit any increases in our dues. However, we could not make too drastic of changes for fear of limiting other departments, or wasting money in departments that could not effectively utilize a great increase. Our semester dues unfortunately rose again, but we have now begun to determine a more accurate financial blueprint for our current chapter values.

We hope to utilize our financial department in the future to collaborate on the budget for the next fiscal year. Our chapter elects representatives from each academic level who assist the treasurer. With their help, we hope to reduce dues in the coming years. By including the financial department in the budget discussion, there will be greater financial transparency among our active members and we can have a better understanding of our chapters values.

#2

This past year, chapter council was very passionate in restructuring our transportation system to social events. We noticed that the most chaotic events were the ones where the buses were not running smoothly, and we decided that we had outgrown our busing system.

Prior to this year, our members were instructed to arrive at the house 30 mins prior to their scheduled bus time to serve as the sober period. Once the members were at the function, they could only leave on the bus that coordinated with the time of arrival (if you came on bus 2, you left on bus 2). We found that this caused many of our members to try and drink enough to “outlast” their time at the house and function. We had issues with anxiety because members felt like they were “trapped” at the house and function. People were also unkind to one another and council members running the function because they were in a hurry to get to the function and then leave.

Our risk management and event chair worked hard to restructure our event transportation. We now hold the sober period at the function. This allows members to simply show up at the house, grab food and water if they would like, and get immediately on the bus. Once at the function, they may leave on whichever bus they choose. This helps girls not feel rushed to leave because they know the buses are coming on a rolling basis, so if they are having fun, they can stay. Before this system, there would be a mob of girls and dates at the door because people worried they would miss their bus. When people saw the crowd it made them feel rushed and only worsened the situation. This restructuring has also showed improvement in the amount of standards referrals as girls are now drinking more responsibly and being more respectful to the house and their sisters.

However, often times there are miscommunications with the bus company, road closures, or other factors that are outside of our control. More than once this year, the buses weren’t on time or the company didn’t send us enough buses. These factors make the functions difficult again because the mobs start forming at the doors and girls get anxious about leaving. In order to mitigate these factors, we are looking into limiting the distance of venues and improving our communication with bus companies.

#3

In a chapter as large as ours, attendance can be very hard to track and keep members accountable for it. In previous years, the VPS was periodically sent a long list of all women who had violated the attendance policies, mainly just members who had missed 3 chapters. This meant that members oftentimes hadn't realized how many absences they had because they weren't keeping track. The VPS and secretary worked hard this year to come up with a system that was most efficient and effective for them. The secretary was in charge of emailing all members as soon as an absence was recorded, whether excused or unexcused, making the members aware that their absence had been noted. The secretary would then inform the VPS as soon as the policy was violated, so the VPS was receiving a rolling list of names rather than groups of people at a time.

The situational nature of standards can make it difficult for the committee to come up with a decision about attendance until it becomes a repeat situation. The committee felt like having an unexcused formal chapter, while against the bylaws, was not worth probation, but it allowed for the VPS to better track members over time to see who was beginning to disengage from the chapter. She would then intervene when it became a serious issue.

When it came to other larger events, attendance was hard to track. During recruitment, the chairwoman is flooded with many excuses. Women are asking to show up later, miss specific days, have last minute things come up, all while she is trying to run recruitment. We found that even though we had stressed how serious attendance would be taken for recruitment, we were unable to follow through fairly with any consequences because it became too difficult to track who was excused for what, and then they were excused by.

Another instance was for Homecoming this year. We were only able to contact women who never signed up for any events because comparing Homecoming rosters to our sign up sheet was too time consuming, especially with hundreds of women going to multiple events. So once again, the Standards committee was unable to fairly respond to attendance issues.

When these violations are not adequately tracked, it impedes the standards department's ability to uphold the chapter's value for participation (as found from the standards survey). During recruitment in 2020, we hope to keep better documents for tracking attendance of all members. Better planning and infrastructure prior to the start of large events will allow for us to keep proper records.