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1 WHAT IS A “PLEDGE MANUAL”, ANYWAY?

This pledge manual (Spring Term, 2005) should serve both as an introduction to APO and as a resource to be used throughout your time as an active brother. It contains general facts about the chapter and our national fraternity, as well as specific information about the current activities of Alpha Chi. You are not expected to read every word in the pledge manual; the intent is for you to use it as a reference guide to help you find answers to questions which may arise during and after your pledge term.

If you have any questions or comments about this manual or about other aspects of the membership program this term, please feel free to contact the Membership Vice President at apo-mvp@mit.edu.

Special thanks to Laura Cerritelli, Fall 2001 MVP, Samuel Hoolihan, Spring 2001 MVP, Carolyn Jones, Fall 1999 MVP, Ping Huang, Fall 1992 MVP, Jen’n Schwartz, Fall 1991 MVP, Oscar Rodriguez, Spring 1999 MVP, and Jennifer Tu, Fall 2002 MVP from whose pledge manuals this one has evolved, and to all the people previous whose hard work on pledge manuals and the Chapter Book provided the material for this manual in your hands.
2 INTRODUCTION

Congratulations on pledging!

Welcome to Alpha Phi Omega.

“Your period of pledging will be a period of training. Everything that is done for you and by you during this time is intended to be constructive and to aid you in developing the spirit of Alpha Phi Omega.” — from the Pledge Ceremony Ritual

The pledge term serves two purposes. It will acquaint you with Alpha Phi Omega, and in particular the Alpha Chi chapter, and it will let the chapter get to know you. As a pledge, you are expected to attend service projects, fellowship events, and chapter meetings, in order to meet brothers and to see the many aspects of APO. We understand that pledging involves a substantial time commitment, however, and we don’t want you to let participation in APO interfere with your studies.

Pledging is a commitment to learn more about APO and to decide whether APO is an organization you wish to join. In order that the chapter as a whole may learn from your experiences, you will be asked to attend the Pledge Term Review near the end of your pledge term in which you may discuss your term as a pledge class and offer the chapter constructive criticism. This meeting will be open only to you and an alumni moderator. Brothers will be reminded of your participation in the pledge program and of your dedication to the principles of Alpha Phi Omega at the Pledge Class Review, which will be held prior to voting. This meeting will be open only to brothers.

During the voting period, brothers will express their opinions as to your readiness to become a brother. If the brotherhood feels that you have learned about Alpha Phi Omega, you will be asked to become a brother. In some cases, the consensus of the brotherhood is that a pledge is either insufficiently aware of the commitment he or she is making to the fraternity, or is insufficiently acquainted with the character of Alpha Phi Omega. In these cases, we will ask a pledge to continue into a second pledge term. There is no stigma attached to continuing; in fact, some of our strongest brothers were pledges for more than one term. The decision to elevate or continue is not based on individual personality traits, nor is it influenced by hazing of any form. The vote reflects how much the brothers feel you have become acquainted with Alpha Chi and with APO both by your actions and your attitudes.

Good Luck!
3 ALPHA CHI CHAPTER OF ALPHA PHI OMEGA

3.1 What Is This Organization, Anyway?

Alpha Phi Omega – a national coed service fraternity. You will often hear this description of APO, and while it is a correct description, each of these words means a great deal by itself.

National: Alpha Phi Omega is not just a student group on a handful of campuses across the country. APO currently has approximately 350 active chapters and 13 petitioning groups, and these chapters are no longer limited to American schools! To date, APO has chapters in the Philippines, Australia, and Canada as well as America – so perhaps the organization would be better referred to as “an international coed service fraternity”. However, the national aspect of Alpha Phi Omega is far more than just a name. The national structure is in place to aid the individual chapters practice the cardinal principles of Leadership, Friendship, and Service, and to generally make the brothers’ experiences with Alpha Phi Omega worthwhile.

Coed: “How can a fraternity be coed?” you might ask. Alpha Phi Omega has been coed since the 1974 National Convention, when the brothers agreed that APO should be open to people of all backgrounds. Since most fraternities are still open only to men, APO uses the word “coed” to reflect that the organization is, well, coed.

Service: This is our main purpose for existing. Most greek organizations form for social purposes, especially the living groups most people think of when they hear the term “fraternity”. Alpha Phi Omega, however, formed as a group to provide service to others. Although APO highly encourages social events, our purpose for existing is still service.

Fraternity: Alpha Phi Omega is more than just a service group. We refer to each other as brothers, because we try to look out for each other, help each other, and generally be a friend to one another. APO is probably about as close to a family as a student group can get.

The Alpha Chi Chapter of Alpha Phi Omega comes with its own unique background, as one might expect of an MIT group. This manual deals primarily with the Alpha Chi view of Alpha Phi Omega; the National Pledge Manual is included after the appendices to provide a more general view of the fraternity.

3.2 Chapter History

The Alpha Chi Chapter of Alpha Phi Omega (AXcoAPO) at MIT is the 48th group chartered after the founding of the Fraternity. The original charter, which is hanging in the office, was given to thirty students, four faculty members, and four Scouting advisors on April 17, 1936. The late H. Roe Bartle presided at the installation.

During World War II, Alpha Chi went inactive after initiating 112 men. However, the late Oscar Hedlund, an early and great advisor, led a drive resulting in reactivation on January 18, 1948. Membership rose to thirty in just two years.
Our tradition of service in the postwar period is deep-rooted and strong. We believe we have a service record to be proud of. The chapter has been awarded the Karl Taylor Compton Award for Community Service (the highest such honor given by MIT) three times, in 1959, 1962, and 1972. We also received the William L. Stewart, Jr. Award from the Institute in 1965 and 1976. At the 1982 APO National Convention, we received the Nowotny Award for service, the highest award the Fraternity can give one of its own chapters.

3.2.1 Women in Alpha Phi Omega

The history of women members in this chapter best begins with Alpha Chi Delta, a McCormick-based service organization that existed for several years as our auxiliary. In 1970, this organization faltered. Coupled with the decreasing acceptance of all-male or all-female organizations at MIT, this forced a reevaluation of the separation of service-minded students on this campus into two different groups, and an auxiliary category of membership was created by the chapter in 1970. The Fraternity on a national level, however, had not accepted women into membership. In 1974 the National Convention agreed on a compromise, allowing women to become second-class auxiliary members, with the rights of that membership category to be determined locally. In 1976, the national convention voted to remove restrictions on sex from the National By-Laws, and Alpha Chi promptly initiated as many of its own women members as available into full brotherhood.

Today, all men and women in the Chapter are referred to as “Brothers”. Since many women were already full-fledged members of APO when the National Convention admitted women, it was decided that all members would use this appellation. In addition, use of a single term, “brother”, to refer to both men and women reduces the likelihood of seeing men and women differently.

3.2.2 Our Fiftieth Anniversary

In 1986, we celebrated our fiftieth anniversary with great fanfare. A notable creation for this event was The AXcoAPO Files, a history of our first fifty years, written by Dave Greenberg and Ellen Kranzer. It was published, and we sent a copy to the Library of Congress, but you can get your copy at the APO office — there are plenty left for future Steak Frys.

Since then, we have celebrated our Sixtieth Anniversary and have formed a movement to write The AXcoAPO Files, Vol. 2 with the next 15 years of history. If you’re interested in working on Vol. 2, you should talk with the Historian.

3.2.3 Alpha Chi Alumni Association

Also in 1986, the Alpha Chi Alumni Association (AXAA) was formed to increase communication between alumni and to cooperate with the chapter to provide service to the community. The AXAA has a number of wide ranging purposes: to further fellowship among the alumni members of AX; to assist AX in its alumni relations program, as the chapter may request; on occasion provide helpful resources to the chapter; and to provide a program of community service projects in which members
of AXAA may participate.

AXAA’s activities can be divided roughly into two categories: fellowship activities involving AX alumni brothers throughout the world, and local fellowship and service activities with local brothers and other APO alumni in the Boston area (and some people with no APO affiliation who enjoy working and playing with us). The former is accomplished though the AXAA newsletter, which fills people in on what brothers are doing, includes a yearly address book, and generally tries to act as a vehicle to keep people in touch. On the local side, the newsletter helps publicize local service and social events. These include monthly dinner trips, bi-monthly blood donor trips, and slightly more sporadic service projects similar to those held by AX.

Active membership in AXAA is open to all who have had affiliation with APO whether through AX or other chapters. In addition, associate membership is open to all. No person who is an active member of Alpha Chi Chapter of APO may be simultaneously an active member in AXAA. (Further esoteric rules apply in distinguishing how to obtain active an/or associate membership in AXAA — if you really want to know, talk to the AXAA president.)

3.2.4 Alpha Chi Today

We currently have about 40 brothers registered at MIT, about half of whom are active, voting members. Our traditional projects include UMOC, Big Screw, Book Exchange, Registration Day, and Chapter Weekends.

If one thing has characterized Alpha Chi’s development over the past sixty years, it has been change. Brothers are always eager to make new decisions to try to make this chapter better than how they found it. But the more the chapter changes, the more the principles and the ideas of leadership, friendship, and service remain true. As pledges, you are the future of our chapter. You are expected to carry on the principles of our fraternity. You are expected to grow with the chapter, changing it as needs arise. This is a great responsibility. You are the ones future pledges will learn from, the ones whose accomplishments and follies future brothers will reminisce about. History is yours to make – go to it.
# PLEDGING IN ALPHA CHI

## 4.1 Your Pledge Class

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<thead>
<tr>
<th>Name</th>
<th>Room</th>
<th>Campus</th>
<th>Nickname</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gwen Capron</td>
<td>x5-7598</td>
<td>Random Hall</td>
<td>gwen</td>
</tr>
<tr>
<td>Irene Duke</td>
<td>x5-655</td>
<td>East Campus</td>
<td>iduke</td>
</tr>
<tr>
<td>Mandie Holmes</td>
<td>x5-6332</td>
<td>East Campus</td>
<td>holmesmd</td>
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<tr>
<td>Sarah Hopp</td>
<td>x5-6549</td>
<td>East Campus</td>
<td>hopp</td>
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<tr>
<td>Marta Luczynska</td>
<td></td>
<td>East Campus</td>
<td>mluczyns</td>
</tr>
<tr>
<td>Estevan (Milo) Martinez</td>
<td>x5-6553</td>
<td>East Campus</td>
<td>tevin</td>
</tr>
<tr>
<td>Brian Pepper</td>
<td>x5-6568</td>
<td>East Campus</td>
<td>bpepper</td>
</tr>
<tr>
<td>Kevin Riggle</td>
<td>x5-9695</td>
<td>Random Hall</td>
<td>kevinr</td>
</tr>
<tr>
<td>Amanda Seybold</td>
<td>x5-8520</td>
<td>Random Hall</td>
<td>vixen</td>
</tr>
<tr>
<td>Clayton Sims</td>
<td>x5-6475</td>
<td>East Campus</td>
<td>ctsims</td>
</tr>
<tr>
<td>Vlad Tarasov</td>
<td>x5-6581</td>
<td>East Campus</td>
<td>vtarasov</td>
</tr>
<tr>
<td>Ash Turza</td>
<td>x5-7310</td>
<td>Random Hall</td>
<td>turzaak</td>
</tr>
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</table>

## 4.2 Responsibilities of a Pledge

The Alpha Chi Chapter of Alpha Phi Omega votes each term on a membership policy. This policy should function as a guideline for new members to assist in pledgeship. Any pledge who successfully fulfills these requirements should be elevated as prescribed by the National Pledge Standards.

The policy adopted for the Spring 2005 pledge class is below, along with mechanics for elevation and voting.

### Spring 2005 Pledge Policy

The purpose of the pledge term is to give the pledge an opportunity to get to know the chapter and the brothers and to allow him to make an informed decision about his future with Alpha Phi Omega. The pledge term should also give the pledge an idea of what will be expected from him once he does become a brother.

As such, during the term, all pledges are required to do the following:

- Uphold the ideals and principles of Alpha Phi Omega
- Attend at least six service projects, totalling at least 20 hours of service
- Attend at least two fellowship events, including at least one of the major fellowship events (e.g. Steak Fry, Pledge Article Meal, Semi-Formal Formal)
- Meet at least two-thirds of the active brothers and two-thirds of the pledge class
- Attend all the scheduled Pledge Meetings
• Attend at least 1/2 of the Chapter Meetings and one ExecComm meeting
• Coordinate (PC) or assist in the coordination (sub-PC) of a service project or fellowship event
• Learn, teach, or practice a Chapter Skill
• Attend a Pledge Exit Interview
• Attend the Pledge Term Review at the end of the term

Further, pledges should not restrict themselves to the above requirements. Pledges are encouraged to participate fully in the activities and administration of the chapter to whatever extent their time permits.

Thus, pledges are further encouraged to:

• Attend a variety of service projects, both on and off campus
• Meet all the active brothers and pledges
• Help plan and/or participate in a pledge service or fellowship project
• Write articles for the chapter newsletter (the APOcrypha)
• Attend specialized committee meetings (ServComm, FellComm, etc.)
• Meet brothers from other chapters
• Attend Joint ExecComm and serve as a resource of new ideas and fresh insights for the incoming officers
• Hang out in the office
• Attend a Chapter Weekend
• Attend all Chapter Meetings and ExecComm Meetings

Exceptions and substitutions may be discussed with the MVP in cases of extenuating circumstances (including but not limited to specific scheduling conflicts).

At the end of the term, after a group discussion, brothers will vote on whether or not to elevate individual pledges, using these objective criteria to assist their decision.

No personal service will be asked of pledges, nor will the brothers haze pledges.

Pledge Fees are $20, but may be waived in case of financial difficulty. Please talk with the MVP if there are any issues.

No part of this policy will be changed during the course of the term.
4.3 End of Term Guidelines

The guidelines established for the process of preparing to vote on a pledge class are as follows:

Each pledge desiring to be elevated must fulfill the requirements stated in the pledge policy to the satisfaction of the Membership Vice President. After the final pledge ceremony all active brothers will be provided with a list of the names and phone numbers of all the pledges and all the pledges will be provided with a list of the names and phone numbers of all the active brothers within a few days.

- It should be the goal of all pledges to talk to all brothers.
- It should be the goal of all brothers to talk to all pledges.
- It should be the goal of all brothers to attend at least one Pledge Exit Interview.

- **Pledge Exit Interview:** An interview occurs between each pledge and several brothers, one of whom is the pledge’s Big Brother. Interviews should be scheduled within approximately ten days before the PCR. They should be scheduled by the pledge and the Big Brother, and cleared with the MVP (so the MVP knows who attended, and that the interview occurred.) Interviews are generally casual affairs.

The purpose of these interviews is not to intimidate pledges, but to gain information from them on their experiences as a pledge, attitudes towards Alpha Phi Omega, and future plans in regards to Alpha Phi Omega. They are also intended to allow brothers other than the Big Brother to represent the pledge at the Pledge Class Review, and finally, to allow the pledge to ask any questions he or she may wish to.

Anything said at interviews may be discussed only at the Pledge Class Review, which is a closed meeting.

- **Pledge Class Review:** At the PCR, the Big Brother should present the activities attended by his little brother. Open discussion moderated by the MVP between interviewing brothers and other brothers will then commence.

4.4 Pledge Term Review

In order to allow the chapter to learn from any insights the pledges might have, the pledges will have a meeting open only to pledges and an alumni moderator at the end of the term. The pledges should use this opportunity to discuss any problems they see in the chapter and things which they would like to see changed. These conclusions will be presented by the moderator to the current term’s MVP, the next term’s MVP, and the ApocEd, so that the suggestions may be used to improve the chapter.
### 4.5 Pledge Requirements Fulfillment Checklist

Name: ________________________________

Big Brother: ________________________________

**Service Projects** (6 required)

1. ________________________________  __  7. ________________________________  __
2. ________________________________  __  8. ________________________________  __
3. ________________________________  __  9. ________________________________  __
4. ________________________________  __  10. ________________________________  __
5. ________________________________  __  11. ________________________________  __
6. ________________________________  __  12. ________________________________  __

**Fellowship Events** (1 major event and 1 other required)

1. ________________________________  __  4. ________________________________  __
2. ________________________________  __  5. ________________________________  __
3. ________________________________  __  6. ________________________________  __

**Meetings** (Half of the Chapter Meetings and 1 ExecComm required)

1. ________________________________  __  4. ________________________________  __
2. ________________________________  __  5. ________________________________  __
3. ________________________________  __  6. ________________________________  __

**Chapter Skill** (1 required)

1. ________________________________  __  2. ________________________________  __

**Leadership Position** (Run, or help run a scheduled Chapter Event - 1 required)

1. ________________________________  __  3. ________________________________  __
2. ________________________________  __  4. ________________________________  __

**Pledge Meetings**

1. ________________________________  __  4. ________________________________  __
2. ________________________________  __  5. ________________________________  __
3. ________________________________  __  6. ________________________________  __

**Fees**

Pledge Fee: $20.00 Yes  ___  No  ___

Elevation Fee: $35.00 Yes  ___  No  ___
4.6 Spring 2005 Pledge Class Namesake

Each pledge class has a namesake; each fall pledge class is given its namesake by Nationals; each spring pledge class is given its namesake by the individual chapter. This term’s pledge class namesake is Carolyn Jones.

Born in Minnesota, Carolyn Jones spent the first 18 years of her life living in Stillwater, a small, “quaint” town on the outskirts of the Minneapolis/St. Paul area. In addition to the canonical set of extra-curricular activities (math/science clubs, music, art, occasionally drama), she ran around getting involved in impromptu service opportunities of all sorts, and was generally a flamboyant influence for her various pursuits. Eventually, her little town got too small for her, and she fled halfway across the country to MIT, with the comment, “Science and engineering is plenty of fun...but look at all the shiny people!”

Carolyn arrived at MIT in the fall of 1996, moving into THiRD EAst of East Campus, and quickly picked up a whole slew of three letter organizations. She pledged the Alpha Chi Chapter of Alpha Phi Omega in the spring of 1997, having been told that she *would* enjoy it, and she was already spending enough time in the office that she might as well. Despite pledging the term of the infamous Carnival, she decided APO was a great group to be part of, and even got herself elected historian the following fall. However, she remained a thoroughly unexceptional brother until given a particularly large kick-start – known to most people as Nationals.

In December of 1998, APO Nationals was held in Minneapolis, coinciding with her annual visit home. Although she had only intended to drop by Nationals for a bit, she quickly learned what a silly idea that was, and by the second day, had no intention of leaving the hotel except for meals and occasional sleep. She picked up far too much enthusiasm and shared ideas, and came back to be elected Administrative Support Chair (then called the Lizzie, now called the Office Manager) for a chapter waning in membership. By the following summer, the chapter had shrunk to about a dozen active members, with many brothers worried about the shrinking size of recent pledge classes. Carolyn had been elected MVP with a promise to do something about this, and with the support of the chapter (and a few more inactive brothers who returned to be big brothers), she gathered a pledge class of 14, 13 of whom were initiated that term, with the remaining pledge initiated in the spring.

Carolyn served as president the following term, including picking up at the end of term for a very hosed mommy of 18 – with many of the new brothers from both terms staying active in the chapter through graduation! However, her passion for APO combined with a number of other factors caused her to take time off from MIT after this, during which she tutored at an inner-city charter school, moved to Epsilon Theta, and continued to mentor her many proteges as they continued to strengthen the chapter. During this time, as well as after she returned to MIT, she continued to attend APO conferences and workshops all over the country, encouraging AX brothers to do the same to strengthen inter-chapter communications and the exchange of ideas (which also prompted many jokes about Carolyn and her inter-chapter relations...but that’s another story or five.) During her last year of school and after, she made an effort to cast herself as a mentor rather than a driving force in the chapter – especially given that by this time, she was mommy, grandmommy, or great-grandmommy to most of the chapter!
Fun Facts about Carolyn:

• awarded a Distinguished Service Key spring of 2002, with the comment, “she brought a lot to this chapter - especially pledges!”

• taught high school math for a year, currently working for Akamai (so she’s even in the area these days, and can be involved!)

• always happy to come back if people ask. ;)

• currently the great-great-great-grandmommy to the pledge class
5 LEADERSHIP

5.1 What is Leadership for?

(by Tom Tatlow, APOcrypha November 1987)

Leadership — it’s one of the keystones of Alpha Phi Omega, yet pledges and brothers often underrate its importance. Leadership is what makes this chapter effective: Friendship alone cannot organize study breaks or social gatherings; Leadership is needed to bring people and resources together. Service alone cannot execute an effective program for the community; Leadership is needed to turn ideas into action and to turn nebulous plans into accomplished goals.

Yours in Leadership, Friendship, and Service,
Tom Tatlow

5.2 Chapter Organization

There are ten elected officers in our chapter: seven senior officers and three junior officers. Senior officers include the President, Service Vice President, Membership Vice President, Fellowship Vice President, Treasurer, Administrative Coordinator, and Publicity Director. Together with the junior officers (Office Manager, Historian, and Editor of the Newsletter), they form the Executive Committee (ExecComm), a group which recommends and/or selects subjects for discussion at the chapter meetings. In emergencies, the ExecComm can pass motions as final action instead of making a recommendation to the chapter.

Senior officers differ from junior officers in that they are elected at the end of each term to serve throughout the following term. The junior officers, by contrast, are elected at the first regularly scheduled chapter meeting of each term. Historically, new brothers were elevated after the end-of-term elections, and since only brothers may run for office, the staggered elections allowed first-term brothers to hold leadership positions on ExecComm. In recent years, pledges sometimes are elevated before end-of-term elections; however, we have retained the staggered elections structure.

The President is responsible for the overall running of the chapter. He or she runs chapter meetings and ExecComm, and keeps close contact with the other officers. The president also handles relations with advisors, other chapters, the National Fraternity and MIT. Other presidential duties include planning long term goals and watching for potential future problems.

The Service Vice President (SVP) coordinates the Service Program. With the help of the Service Committee (ServComm), he or she selects the project chairmen and plans the location and scheduling of projects. Typically, an SVP will try to organize interesting projects which will interest as many brothers in the chapter as possible.
**The Membership Vice President (MVP)** organizes the term’s pledge class and guides their progress towards active membership by carefully explaining and demonstrating the workings of the chapter. He or she introduces prospective members to both service projects and to other members and may also prepare a pledge manual. The MVP also works with the membership committee (MemComm) to form policies related to the welfare of the pledges.

**The Fellowship Vice President (FVP)** plans social events and encourages other fellowship activities. Part of the FVP’s job is to plan study breaks and parties which serve to introduce the new pledge class. He or she is also responsible for developing a membership retention program.

**The Treasurer** handles chapter money and accounts. He or she looks after the financial well-being of the chapter, and will insist that brothers pay their chapter debts, sometimes loudly.

**The Administrative Coordinator (AC)** takes care of chapter communication and administration. Such responsibilities include scheduling and publishing the minutes of these meetings, updating the mailing list and address database, and communicating with the national fraternity. The AC also maintains our computerized information, schedules rooms, lobby space and drop poster space, and ensures the free flow of communication in the chapter.

**The Publicity Director (PubDir)** maintains bulletin board space we may receive from the ASA and helps make posters for special events and projects. In addition, the PubDir is responsible for the maintenance of drop poster paper and paint supplies.

**Editor of the Newsletter (APOcEd)** publishes the chapter newsletter, *The APOcrypha*. It is not only an important communication link between brothers and pledges, but it also informs alumni and other chapters of our programs about the chapter’s programs. Like any newsletter editor, the APOcEd continually sends praise and criticisms in editorials. Some of the major tasks for publishing a newsletter include collecting articles from (unwilling?) brothers, arranging them in a readable format, photocopying, and distributing the APOcrypha. The editor’s job is often time-consuming, and he or she is usually assisted by several brothers.

**The Office Manager (OM)** takes care of the day to day workings of the chapter. He or she is in charge of ordering supplies, and maintaining an orderly office. The condition of the office is the responsibility of the OM, but brothers and pledges should endeavor to make this task as easy as possible by picking up after themselves.

**The Historian** updates the archives. He or she takes pictures at chapter events, makes a scrapbook, keeps lists of brothers and offices they have held, and records important happenings. The Historian is also the person who is most familiar with the archives, and can help find out if a
proposed policy has been discussed before, and what the chapter’s reasons were for deciding the way they did.

The Chairman of the Advisory Committee is currently Ellen Kranzer. Although not an active brother, she has a vote in ExecComm meetings. The job of the Chairman of the Advisory Committee is to serve as a liaison between the chapter and its advisors. Furthermore, as someone who has been around longer than any active brothers, she can provide useful historical insight and guidance with the chapter’s decisions.

Officers are eager to describe their jobs to pledges. In fact, pledges can be of great assistance to the officers by helping and learning how to organize and run chapter programs. Be sure to ask them about anything you do not understand about their duties. Think about the things they do. Perhaps you may someday wish to run for one of these offices. There are many other leadership opportunities within the chapter that are not elected positions, such as the chairs of the Ad Hoc committees (Coke Chair, Tools Chair, First Aid Chair, etc.). These positions are appointed by the appropriate member of ExecComm, and do not have fixed term lengths.

5.3 Spring 2005 ExecComm Members

<table>
<thead>
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<th>Position</th>
<th>Name</th>
<th>Phone</th>
<th>Location</th>
<th>Email</th>
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<td>225-8849</td>
<td>Random Hall</td>
<td>alexmv</td>
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<tr>
<td>Service VP</td>
<td>Sasen</td>
<td>225-7399</td>
<td>Random Hall</td>
<td>sasen</td>
</tr>
<tr>
<td>Membership VP</td>
<td>Christina “riv” Hawkes</td>
<td>225-7598</td>
<td>Random Hall</td>
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<tr>
<td>Fellowship VP</td>
<td>Vikki Chou</td>
<td>225-8534</td>
<td>McCormick</td>
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<tr>
<td>Treasurer</td>
<td>Kevin Chen</td>
<td>225-6375</td>
<td>East Campus</td>
<td>kchen</td>
</tr>
<tr>
<td>AC</td>
<td>You “Yoyo” Zhou</td>
<td>225-9822</td>
<td>Random Hall</td>
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<tr>
<td>PubDir</td>
<td>Beth Baniszewski</td>
<td>225-6573</td>
<td>East Campus</td>
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<tr>
<td>APOcEd</td>
<td>Kaia Dekker</td>
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<td>Office Manager</td>
<td>Mitch Berger</td>
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<td>Liz Smith</td>
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<td>lizsmith</td>
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<td>h:781-646-3118</td>
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5.4 Meetings

5.4.1 Chapter Meetings

This term chapter meetings are held every other Wednesday and alternate with ExecComm meetings. They serve two main purposes: they promote friendship by allowing the entire chapter to meet, and they offer a forum for deciding the needs and goals of the fraternity. Chapter meetings are now held on Wednesdays at 7:00 PM, usually in W20-400, the conference room on the fourth floor of the Student Center. Unusual chapter meetings such as the elections meeting or the chapter meeting immediately following the Installation/Initiation Banquet may be held at a different location. As a pledge or prospective, you should not feel intimidated by the formality of the meetings.
This meeting format (use of Roberts's Rules, agendas, etc.) was designed so that the meetings are run efficiently and everyone has a chance to express their viewpoint. Pledges are encouraged and expected to attend chapter meetings. They give valuable insights on how decisions are made. While only active brothers can vote on motions, pledges and prospectives can voice and defend their opinions on chapter policy. These points will be considered and respected by the entire chapter. However, in order to keep a relaxed meeting, heated debates should be avoided.

Alpha Chi chapter meetings are organized as follows:

1. Call to order
2. Reports of the officers
3. Reports of committees
4. Old business
5. New business
6. Announcements
7. Points For The Good Of The Order
8. Adjournment to Fellowship Circle

Our meetings follow Roberts's rule of order. A brief summary of these rules follows:

1. The president presides over the meetings and recognizes people wishing to speak.
2. To conduct business, a meeting must have a minimum of 1/3 of voting members present – “Quorum.”
3. Most motions can be discussed or debated when someone has moved it and someone else has seconded it. Anyone present can discuss the motion but only initiated members or pledges may move or second it.
4. Motions are voted on for approval or rejection. Most motions require a simple majority (1/2) for approval, though some special motions, such as Amendments to the Chapter Bylaws, require a 2/3 majority. Less important motions, where a positive outcome is fairly obvious, may be approved by use of a white ballot. A motion that has been white balloted is immediately approved unless an objection is voiced.
5. To change a motion on the floor, you can move to amend the motion. A friendly amendment, which saves time and needs only the agreement of the mover and seconder, is often made.
6. To end discussion on a motion, one may “call the question” (ask if there is any more discussion) or “move the question” (vote to call off debate).
7. One can reconsider a motion if the proper majority is obtained.
8. Sometimes, when it is desired that a subject broader than a particular motion (several motions) be discussed, the chapter can go into a committee of the whole, usually for a specified period of time. A committee of the whole is less formal and allows discussion to wander over the whole issue. When a decision cannot be reached on a subject, it can be tabled until the next meeting.

Here is a summary of the majorities required for the motions discussed above:

<table>
<thead>
<tr>
<th>Type of Motion</th>
<th>Majority</th>
<th>Debate</th>
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<tbody>
<tr>
<td>Main motion, amendment</td>
<td>1/2</td>
<td>unlimited</td>
</tr>
<tr>
<td>Move the question</td>
<td>2/3</td>
<td>None</td>
</tr>
<tr>
<td>Reconsider</td>
<td>2/3</td>
<td>unlimited</td>
</tr>
<tr>
<td>Overrule the chair</td>
<td>2/3</td>
<td>usually not</td>
</tr>
<tr>
<td>Table (or indet. postponement)</td>
<td>1/2</td>
<td>None</td>
</tr>
<tr>
<td>Suspend rules</td>
<td>####</td>
<td>unlimited</td>
</tr>
<tr>
<td>Postpone until a specified time</td>
<td>####</td>
<td>merits of postponing</td>
</tr>
</tbody>
</table>

5.4.2 Special Chapter Meetings

There are two kinds of chapter meetings — regularly scheduled and special. Certain types of chapter business (by-law changes, impeachments, etc.) can only be conducted at regularly scheduled chapter meetings, as specified in our by-laws. Many items of business occur regularly, and are scheduled for specific chapter meetings.

Orders of Business at Certain Regularly Scheduled Chapter Meetings:

1. The first meeting of the term
   - The term’s brotherhood and pledge policies are voted on.
   - The junior officers are elected and installed.

2. The second meeting of the term
   - Fall term: the chapter’s advisors are confirmed and one is designated as chairman of the Advisory Committee. Brotherhood and Pledge Requirements are presented and confirmed.

3. The antepenultimate regular meeting of the term
   - Report of the nominations committee (appointed by the president) and nominations from the floor for the next term’s officers.
   - Spring term: election of Distinguished Service Keyholders (usually seniors; selected on the basis of long and distinguished service).

4. The penultimate regular meeting of the term
• Election of the next term’s senior officers.

5. I-Banquet meeting

• The budget for the next financial period is determined.
• New senior officers are installed.
• The schedule for next term’s regularly scheduled chapter meetings is approved.

5.4.3 Committee Meetings

If all chapter business were done at chapter meetings, they would never end. Besides, as much as we would like to have brothers involved in all aspects of the chapter, not all brothers are interested in all the facets of chapter administration. Many officers have duties which are better left to a larger number of people, but not to a chapter meeting. For these purposes, business is often spread to committees. Below is a list of committees often used in our chapter. By getting involved in those committees which interest you, you can contribute to the chapter while enjoying working with things you want to do.

**ExecComm** Held at least once a month, ExecComm, or *Executive Committee*, meetings fall on weeks without chapter meetings. (Weeks without a chapter meeting or ExecComm meeting are rare, but may contain other committee meetings.) The voting members of ExecComm consist of all elected officers, but other brothers and pledges are welcome to attend and give their input. It is here that topics to be discussed to chapter meetings are introduced. The ExecComm is where officers can keep in touch, discuss ideas, and probe possibilities. In an emergency, the ExecComm may take action before the topic is decided at a chapter meeting.

**ServComm** The *Service Committee* helps the Service Vice President with finding service projects, discussing service policies, and finding leadership to run service projects.

**MemComm** The *Membership Committee* helps the Membership Vice President with the work of increasing membership. It discusses policies related to pledges and prospectives, and brainstorms for ideas to enhance the pledge program’s effectiveness.

**FellowComm** The *Fellowship Committee*, sometimes known as the Fellowship Militia, helps the Fellowship Vice President plan a program that encourages a sense of brotherhood in the chapter, thereby increasing membership retention and participation. It finds ways to enhance the sense of friendship around the chapter and helps the Fellowship Chair plan social events.

**FinComm** The *Finances Committee* sets policies for handling the chapter’s monetary affairs, and helps investigate possible investments and its possible financial consequences.

**ArcComm** The *Archives Committee* assists the Historian in his or her duties. It discusses and implements ideas for better maintaining the chapter history.

**Ad hoc committees** Various committees meet to plan large projects like UMOC, Book Exchange, Big Screw, Installation Banquet, etc. Their purpose is very specific and the committee is usually disbanded after the event is over.
Hopefully this has given you a brief overview of the kinds of meetings you will find in the chapter. We hope you will help plan and organize in these meetings, but remember that friendship and service are also important principles in our fraternity.
6 FRIENDSHIP

(by Dave Policar)

I was asked once, when I was still a pledge, how those three facets should be arranged to form the “structure” of APO. I replied that the foundation is friendship, the middle was leadership, and the point was service. Service is our purpose, and we need individuals to take leadership responsibility to perform that service, but without the support and manpower that comes from a brotherhood of friends, the whole structure would fall apart. Ideas for projects would never get proposed, brothers would have less incentive to show up for them, etc., etc.

6.1 Fellowship

What is the difference between APO and any other service organization? APO is a fraternity, and therein lies the difference. At the beginning of every chapter meeting, the President states that one of the purposes of the meeting is “to foster good fellowship”. Webster’s Dictionary defines fellowship as “the friendly interaction between individuals which springs from shared work”. Fellowship involves sharing. We in APO share both an interest in doing service and a commitment to the principles of APO. We share work: we go on projects together; we tutor each other in class work; we demolish pizzas together at 2AM.

There is a distinct difference between fellowship and friendship. One can have fellowship without having friendship. Why? Because fellowship does not require that you like someone else, or enjoy talking to them, it implies that you can work with someone else, on “friendly” (peaceful, comfortable?) terms to accomplish a task. Indeed, friendships often evolve through fellowship.

Our cardinal principles are “Leadership, Friendship, and Service”. Yet we are always trying to foster good fellowship. In Alpha Chi Chapter, the fellowship program is under the auspices of the Fellowship Vice President. In addition to organizing social events which bring together brothers in a social setting (with the hope that they will develop friendships), the fellowship program works to make the members feel welcome and comfortable with their relationship with APO. This is not an easy task, and it is a task which everyone — not only the committee – should get involved in.

Fellowship involves calling people often and making sure they are informed about what is going on. It means sending Get Well cards to people when they are sick, or congratulations when they get engaged. It means smiling at brothers and pledges when you see them in the infinite corridor. It means asking them how they are, and waiting to hear an answer. It also means telling someone that you missed seeing him on the last project and inviting him to the next one or asking someone you haven’t seen all term if he wants to go to Installation Banquet. In this sense, “fostering good fellowship” means more than just working with someone: it means caring.

There is an old saying that goes “Don’t walk in front of me: I may not follow. Don’t walk behind me: I may not lead. Just walk beside me and be my friend.” It is true that “some forge ahead” and “some lag behind,” but in APO you must be prepared to be all three at different times: a leader, a follower, and a friend.
6.2 Recent Traditional Fellowship Events

It is a standing joke in Alpha Chi that once something has been done once, it becomes a tradition. Well, this is almost true. The fellowship events below have been held for more than one term and are the closest thing we have to traditional events. Not all of these is done each term, so, if you want to go to one of them, talk to the Fellowship Vice President. For definitions of what some of these events are, refer to the glossary or see your Big Brother for details.

- Steak Fry
- Installation and Initiation Banquet
- Semi-Formal Formal
- Wednesday is T-Shirt Day
- Pledge Article Meal
- Fulton’s Folly (4th of July on the Esplanade)
- Big Brother/Little Brother Study Break
- Never-ending Movie Night
- Lunch in the Office

Other fellowship events we sometimes hold include:

- Trips to museums or parks
- Random dinner trips
- Brothers on Ice
- Brothers with Guns
- Study breaks (in fun places like Lobby 7, elevators, the MBTA…)
- Black Morbid Study Break
- Pi Day Study Break
- Duct Tape Study Break
- Games Night
- Johnson Games Team
- Office Cleanup
- Delivering Milk and Cookies at 3:00AM
6.3 The Big Brother/Little Brother Program

The Big Brother/ Little Brother (BB/LB) Program is a very important aspect of the pledge term. All pledges are required to have a Big Brother. This brother should serve both as a mentor and friend during the pledge term. The BB/LB Program has a long history in Alpha Chi. In some years, the family tree has been posted in the office.

Below is a list of expectations for Big Brothers (BB) of Alpha Chi Chapter of Alpha Phi Omega. These guidelines were established to help make the Big Brother/Little Brother experience as rewarding as possible. They were compiled with the help of many brothers and alumni during the Summer of 1989.

Brothers who wish to be Big Brothers are usually asked to carefully read the following guidelines. You, the pledges, are receiving them also, so that it may give you some idea of what the BB/LB program should be like. If at any time you are displeased with your relationship with your Big Brother, please contact the MVP or try to work it out among yourselves.

- The Big Brother (BB) must be active — active by our brotherhood expectations standards, and not our treasury standards.
- The BB should be someone that the pledge has met through APO, not through other activities or living groups.
- The BB should try to attend many of the projects that the pledge does.
- The BB should meet with the Little Brother (LB) at least two times during the term:
  1. Dinner/lunch at the beginning of the term. This time should be spent getting to know each other (sharing biographical info, interests, etc) and establishing the basis of the BB/LB relationship. Basic information about APO should be provided, but try not to overwhelm the pledge.
  2. Three to four weeks before elections meeting. At this time the Big Brother should check to see that the pledge is making good progress on completing pledge requirements.
- The BB should should try to get together with the pledge as often as possible. Whether it be 1/2 hour per week to watch TV, study, or just chat, this time strongly enhances the BB/LB relationship and allows the BB keep track of the pledge's progress in completing pledge expectations. If there are any problems, the BB will know to try to help. If extenuating circumstances exist, the BB can contact the MVP.
- The Big Brother should notify the pledge about all chapter events. This is key. Lack of communication is why we lose pledges (and brothers). Try to notify pledges a minimum of once per week, and try not to tell them too many things at once.
- The BB is strongly encouraged to PC or sub-PC a project with the pledge.
- The BB should provide the pledge with facts and trivia about the chapter. This may include telling him or her why we wear service pins, what our section/region/national organizations
are and what they can do for us, what a life member (chapter and national) is and who they are, and answering whatever questions the LB might have about chapter operations or history.

The best way to thank your Big Brother for being a good Big Brother is to try to be a good one yourself in future terms. Big Brothers are happy to find that their branch of the BB-LB family tree is flourishing. Volunteering to be a Big Brother with great enthusiasm will also make future MVPs happy.

### 6.4 Brotherhood Expectations

The expectations of an active brother, established for the Spring 2005 term at the chapter meeting of this term, are as follows. As is stated in the Voting Policy, only active brothers who have fulfilled these expectations may vote to elevate pledges.

Active members of the Chapter are required to complete the following as part of their fraternal obligations to the Chapter:

- Uphold the ideals and principles of Alpha Phi Omega
- Attend at least 6 service projects, totalling at least 20 hours of service
- Attend at least three fellowship events, including one of the major fellowship events (Steak Fry, Pledge Article Meal, Semi-Formal Formal)
- Learn, teach, or practice a Chapter Skill
- Attend all ceremonies and rituals
- Attend at least two-thirds of the chapter meetings and at least one ExecComm meeting.
- Coordinate (PC) or assist in the coordination (sub-PC) of a service project or fellowship event
- Meet all the pledges
- Attend the Pledge Class Review
- Pay the chapter dues

In addition, active Brothers are highly encouraged to:

- Hold a chapter leadership position
- Attend all service projects
- Be Big Brothers
• Write articles for the chapter newsletter (the *APOcrypha*)
• Attend specialized committee meetings (ServComm, FellComm, MemComm, etc.)
• Meet brothers from other chapters
• Attend all Chapter Meetings and ExecComm Meetings
• Coordinate (PC) or assist in the coordination (sub-PC) of additional service projects and/or fellowship events
• Recruit new members
• Maintain office hours
• Attend a Chapter Weekend

6.5 Another Look at What is a “Brother”...

Brothers:

• Believe in one another, even when things are not going well.
• Realize that each person has individual needs and goals which may not be the same as their own.
• Open themselves to change and growth, in their ideas, attitudes and perceptions.
• Think of others first, but still reserve some special time for themselves.
• Help to make the world a better place, even if only by working to change their small corner of the world.
• Enjoy service — and helping others to generate enthusiasm for service.
• Respect one another.

A brother is someone who cares about service to the campus, service to youth and the community, service to the nation, and service to the members of this fraternity; and who is a living example of our cardinal principles of Leadership, Friendship, and Service.

6.6 Why You Should Wear Your Service Pin

*(by John T. Kohl, April 13, 1988 APOcrypha)*

I notice that some Brothers wear their service pins most of the time, while other Brothers hardly wear them except for official APO functions. I wear mine almost all the time.

Let me relate to you some good reasons to wear *your* pin most of the time:
• If people notice it and ask you about it, you have a perfect chance to recruit and/or spread news of what we are doing. Many people outside the MIT community have asked me what the pin is, and they are very impressed with what Alpha Chi does.

• It identifies you as a Brother of APO, and you should be proud of it. I was recently in San Francisco for an interview, and on the rental car shuttle to the airport, I met a Brother from Kappa Chapter (CMU), and we had a nice conversation. She noticed my service pin, and so brought up the subject. One of the reasons I joined APO was to meet Brothers from other schools, and wearing your pin is a great way to find them.

• Putting it on daily reminds you of your commitment to the program of APO.

Wear your service pin. You’ll be glad when you do.
We’ve been given the opportunity to serve others while we ourselves grow by being members of APO. Our socials and projects keep many members and pledges busy organizing, working on, and enjoying them. But the important reasons why APO exists are sometimes forgotten in the rush to get things done.

There are hungry people in the world, who need someone to feed them.

There are handicapped people in the world, who need someone to encourage them.

There are elderly people in the world, who need someone to comfort them.

There are lonely people in the world, who need someone to befriend them.

There are young people in the world, who need someone to give them guidance.

And there are college leaders/followers in the world who need something to belong to, something to call their own, some way to make their marks in the world.

Because all of these people exist, APO exists. APO feeds the hungry, encourages the handicapped, comforts the elderly, befriends the lonely, provides guidance for young people, and is something that we can belong to, to make our marks in the world. It also does many more things for many more people.

And that is what makes APO so special. The giving. APO gives. Why did we pledge? It may have been a deep-seated desire to serve our fellow human beings, but more than likely we pledged because it was fun, the brothers were nice, or for one of over 400 other reasons. Most of us pledged APO for what it could give to US, and satisfy a need WE had.

But we have found that in order to “get” all that we can from APO, we must GIVE all that we can to others, so we receive a sense of accomplishment and belonging while making the world a better place to live. Who could ask for more than that? Because no matter how much we give, we receive much more in return. Whether it’s by completing planting, construction, or cleaning — or by receiving a smile in return for a hug — we feel that we have personally made a difference.

As I wrote earlier, sometimes this is forgotten, or rather, lost in the rush to do things that should have been done yesterday. Sometimes, service because we care should be remembered. It is one of the most important insights we share.

7.1 Service Program

Alpha Chi’s service program is both extensive and varied. It is administered by the Service Vice President (SVP), sometimes with the help of a Service Committee of assistant officers. Each event or project is run by a project chairman (PC). Large projects often call for sub-PC’s who are responsible for specific parts of a project (food, transportation, bookkeeping, or manpower).
A service project of some kind is usually scheduled for each weekend of the term. Weekend day projects are traditionally group events. Typically these projects leave the chapter office at 9 a.m. Weekend day projects are almost always held off campus and usually involve painting, maintenance or construction of some kind. A typical Weekend day project is the renovation of a settlement house or the construction of a neighborhood playground. Wearing old clothes that you don’t mind getting paint on or torn is recommended. Lunch is often served on project; bring a couple of dollars to pay for it.

We also run extended projects, called Chapter Weekends, over holiday weekends. These are usually three day projects held at a scout or youth camp. Construction, clean up, and demolition work keep us busy during the day and in the evening we relax, sing songs, tell bed-time stories, and just have a good time. Chapter weekends are a good way to get away from MIT and relax a little. If you don’t have the time to spend the whole weekend away from Cambridge, you can still go for part of the project as cars are scheduled to arrive and depart at various times throughout the weekend.

There also are several “people” projects a term. These are projects where we work with other people. We often serve as ushers for shows, receptions, graduation, etc. We have run Seders and Thanksgiving dinners for the elderly, acted as elections observers, helped out at road races, and assisted with special olympics, just to name a few.

There are a number of major projects that Alpha Chi traditionally runs. Some of them are:

**Afterfinals** Basically a Chapter Weekend held in January or at the end of May, it’s a nice way to unwind with friends after the term is over. Because it is not during the academic term, afterfinals last longer than chapter weekends on Institute holiday weekends can be.

**Book Exchange** Held during the first week of classes, APO acts as the middleman for students wanting to buy or sell books. The sellers set their own prices, we do all the paper work, and at the end of the sale the sellers get a check and/or their unsold books.

**Big Screw** Each spring, we sponsor this charity fundraiser where money is raised (UMOC-style) in the name of the faculty or staff member who is deemed “most deserving”. The trophy is a three foot long, left-hand threaded, aluminum wood screw, which travels to the new recipient every year.

**Chapter Weekend** On Institute long holiday weekends, the Chapter visits a nearby camp to do service at the camp and “camp out” in the camp’s cabins. It’s a good way to work off mid-term stress, roofing cabins or demolishing condemned buildings.

**UMOC, or Ugliest Manifestation On Campus Contest** Each fall, members of the MIT community vote at a penny a vote for the Ugliest Manifestation on Campus at our Lobby 10 Dexion booth. Proceeds are donated to charity. A couple of enthusiastic candidates can provide welcome entertainment for the rest of us. Fittingly enough, this typically happens around Halloween.

**Registration Day** Alpha Chi supplies the manpower for Registration Day each term – brothers collect schedules from upperclassmen and graduate students. This is the only project that
we get paid for. The Institute pays the chapter for the man-hours worked, and this provides much of our sizable operating budget each term.

There are also many individual service activities that brothers perform through the chapter. Letterpress printing and silkscreening are examples. If you have ideas or suggestions about service projects, talk to the SVP. He or she is always looking for new things to try.

7.2 Running a Weekend Day Project

Most weekend day projects involve two major things: You must figure out how much it is reasonable to expect to accomplish and how we can accomplish it. For the first point, the SVP should have given you some idea of what is wanted when they ask you to do the job. They should also have given you a name and a phone number. Use it. Contact the person who wants the work done and try to get an accurate idea of what is wanted. If possible, visit. Try to learn:

- What we should try to accomplish as a minimum.
- What other work they have for us if we finish, or if only a limited number of people can work on the major objective.
- What tools, supplies, special skills are needed.

Take stock of our resources. How many of the needed tools do we have? Who in the chapter has the needed skills? If you don’t know, ask. If the person you ask doesn’t know, ask someone else. Persevere!! If it can be done, we can probably do it. Ask the person you’re dealing with what tools you can expect them to provide. Estimate attendance on the project and guess if what they have and what we have is enough. If not, ask the Treasurer to advance you money for supplies, or borrow what is needed. Advances for purchasing supplies should be talked over with at least the SVP and AC, and preferably with the Chapter.

Finally, what facilities exist? Can we refrigerate lunch? Cook it? Are there bathrooms? If you know all this, you are doing well. Now consider the following:

- Posting a sign-up sheet.
- Getting there; if we can’t walk or “T” there, appoint a transportation chairman and start rounding up cars. (Either way, make sure you’ve got correct directions!)
- Food. Appoint a food chairman to get lunch, or talk with the food chair.

You may decide it is more trouble to have subchairs and to have to prod them than it is to do all the work yourself. This may or may not be true, but it is certainly more fun to involve more people. Having acquired all necessary tools, plans, transportation, etc., you’re doing even better. The remaining question is who will go on your project.
There are two main ways of advertising the project to the chapter: phone calling and emailing. Phone calling has become less common, but it is still effective. If you decide to call people, work with the AC and the MVP to do a phone calling down the membership list, to find out if people who don’t know about the project are interested. Certainly, call up all people who signed up the night before the project to remind them and to ask if they want a wake-up call. Phone calling is best done by two or more people — plan a time to do it, and do. If you decide to email instead, send an email to apo-news describing the project and asking for RSVPs. It is also effective to email people individually and you may want to call the people who signed up to remind them the night before.

Finally, the day of the project. See to it that everyone who wanted a wake-up call actually gets called on-time. Arrange to have yourself woken up on time if you think it will be necessary. Make extra efforts to ensure that drivers are coming, if driving is needed. Off you go to project! At the scene of the project, try to keep everyone usefully occupied. This does not mean hounding people who are taking a short breather break. Do try, however, to keep people from standing around with nothing to do. Organizing people to work effectively is crucial to this. If you need to get something, send someone — don’t leave the project yourself.

Clean up when the project is nearly over. Try to get things finished. If we can’t finish something, we ought at least leave the project site neat. Of course, not losing tools makes them easier to find at the end of the day, and working neatly means less time cleaning up.

Finally everything is over. Go out for dinner. Go to an LSC movie. You’re finished. Right? Well, remember running around trying to find out something you needed for the project? Something you learned that you think will help future PC’s? Something you wanted to tell funny anecdotes about what happened on project? You will write a project report and submit copies to the SVP and the APOcrypha editor!

7.3 Chapter Skills

As a pledge or brother in Alpha Phi Omega, you have the opportunity to learn various interesting and useful skills in the chapter. At Alpha Chi, we would like you, as a pledge, to take advantage of this opportunity and learn a skill you may never have known before. In this way you can not only get an educational experience, but also contribute to the chapter in meaningful and enjoyable ways. These skills can always be learned and refreshed, so don’t feel pressured to learn them all in your pledge term. When you become a brother, you can learn more of them!

CPR Learn how to save lives through our CPR program! We may be offering an eight-hour course through the Red Cross or another organization on rescue breathing, choking, and CPR. If you have already taken CPR, you may wish to become an instructor (instructor training is offered at our local Cambridge Red Cross office). Even without instructor training, you can help the instructors teach CPR classes to the MIT and Cambridge community. (Contact: SVP (Sasen) or Richard Barbalance.)

Letterpress Printing “Freedom of the press belongs to those who own one.” APO has a printing press and prints tickets, invitations, business cards, ID cards, letterheads, envelopes, and
sometimes hacks. Learn how to use this powerful machine to make words into art. To be qualified, you need two runs: a training run, where a trained teacher, or “Journeyman” shows you how to print, and a qualifying run, where another Journeyman makes sure you can print on your own safely. (Contact: SVP (Sasen) or Jennifer Tu.)

**Tools** AX chapter owns several power saws and drills as well as a large assortment of hand tools. Learn the proper and safe ways to use these tools, and how to keep them in good condition. (Contact: SVP (Sasen) or Tools Chair (Mitch Berger).)

**Silkscreening** Learn how to silkscreen shirts! Learn how to make screens and screen shirts. A rewarding and worthwhile skill. Takes two days, each session running a few hours, depending on the design and the number of shirts. APO silkscreens MIT Dragon Shirts, Visit Hell shirts, many chapter shirts, and other shirts for organizations in MIT and the MIT community. (Contact: SVP (Sasen), Silkscreening Chair (Oliver Kosut))
8  THE FRATERNITY

8.1  The Story Behind the Founding

This is the story behind the creation of Alpha Phi Omega. It is also the story of the beginning of the first chapter — the Alpha Chapter — at Lafayette College. Above all, it is the story of the dreams of one man for an organization through which men might better the conditions of other men, as well as of themselves. This man is Frank Reed Horton.

The history of Alpha Phi Omega is a story of Leadership, Friendship and Service. Since the founding at Lafayette College in 1925, more than 225,000 students have participated in this nationwide Brotherhood. From a single chapter in 1925, this National Service Fraternity has grown to over 650 chapters.

Following the chartering of Beta Chapter at the University of Pittsburgh, three more chapters were chartered in 1927 — Gamma at Cornell University on February 17, Delta at Auburn University on November 8, and Epsilon at Northeast Missouri State University on December 13. And with the chartering of the sixth chapter — Zeta at Stanford University — on May 19, 1928, Alpha Phi Omega had spread from the East, to the South, to the Midwest, and all the way to the Pacific Coast in its first four years. The Fraternity has continued to grow during its 77 years, having chartered more chapters than any other collegiate organization.

In the very early years, decisions of the National Fraternity were made by mail. The first actual assembly of delegates in convention was in St. Louis, Missouri, March 1 and 2, 1931. By that date the Fraternity had grown to 18 chapters. Seven of the chapters were represented at the convention by a total of 23 students and advisors.

Twenty-nine biennial National Conventions have been held (two were skipped in 1942 and 1944 because of World War II) including one special Constitutional Convention held in 1967.

Convention attendance has, of course, grown tremendously. The national convention in Philadelphia, Pennsylvania in 2000 was estimated to have approximately 3500 brothers in attendance!

At the 1931 Convention, the presiding officer was Frank R. Horton. He had served as Supreme Grand Master (National President) from the beginning of the organization until that time. The convention elected Dr. H. Roe Bartle to succeed our Founder as Supreme Grand Master.

For years, as Alpha Phi Omega grew, state conventions were held. Now with over fifty sections, Sectional Conferences are a very important part in our Fraternity operation, and regions conduct biennial Regional Conferences. All of these meetings foster good fellowship and helpful exchange of ideas for the advancement of our service program.

At the 1976 National Convention in Atlanta, Georgia, the delegates voted to open the ranks of full membership to women, thereby making the Alpha Phi Omega experience available to all students. All newly chartered chapters are now co-ed; however, some of the older chapters are still all-male, and some chapters have chosen to become all-female.
8.2 National Structure

To facilitate communication and foster brotherhood among members of different campuses, chapters are grouped into sections. Alpha Chi belongs to Section 96, which covers Massachusetts, Connecticut, and Rhode Island. (Previous to that, we were in Section 95 – which was split into Section 94 and 96.) There are 7 active chapters and several petitioning groups. The Section meets twice a year at Sectional Conclaves (we share Conclaves with Section 94), weekend-long events of workshops and parties where you will meet dozens of different brothers. Active chapters select a Sectional Chair at the Spring Conclave — Tom Salter was recently elected chair of Section 96.

To coordinate chapters nationwide, the 50-plus existing sections are grouped into eleven regions. Section 96, along with Section 94 (Maine, Vermont, New Hampshire), Section 97 (Long Island and New York City), Section 98 (Puerto Rico), and Section 99 (New Jersey), make up Region I. Regions hold conferences every other year, when there isn’t a National Convention. The 30 or so chapters of Region I, in conjunction with the more than 40 chapters of Region II, hold a joint Conference between Christmas and New Year’s in odd-numbered years. The current Region I Director is Marilyn Mims Dow.

The entire Fraternity meets in even-numbered years at National Conventions. This four-day extravaganza of over 2000 brothers elects the National Board of Directors, the Regional Directors, six Program Directors, a National President and Vice-President; addresses much legislation; and provides dozens of workshops and many formal and informal social events. The Convention is the supreme authority of the Fraternity. In between Conventions, the Board of Directors oversees the national organization and guides its programs.

The National Office is based in Independence, Missouri. There you can find Robert London, National Executive Director, Judy Mitchell, Director of Chapter Services, and other friendly folk.

8.3 The Principles of Scouting

Our fraternity was founded on Scouting principles, by former Boy Scouts, for those who will always, at heart, be a Scout. Although membership no longer requires previous Scouting experience, the principles of our fraternity demand that each brother live and exemplify the principles of Scouting.

If you have not done so already, you should consider taking upon yourself the following promise — a promise you would be sharing with millions of Scouts in the United States. It is one of the most important promises you may make in your life.

8.3.1 The Scout Oath or Promise

On my honor I will do my best
To do my duty to God and my country
And to obey the Scout Law;
To help other people at all times;
To keep myself physically strong, mentally awake, and morally straight.
On my honor... Your promise is not based on some material possession that you may lose someday, a part of the earth you do not own, or a belief that is more sacred to you than yourself. It is a promise you make on your own honor. You follow its tenets because you do so, and that is all you can be expected to promise.

I will do my best... None of us is perfect. Neither does Scouting expect this perfection from you — it can only ask you to try. Doing your best is the most we can ask, but by the same token, it is the most that can be expected of you.

To do my duty to God... Some of you may believe in a God. If so, you know the duties you may have already promised to your God. Remember this, and strive to fulfill your duty in a way that will please Him.

If you do do not believe in God, think of what you believe. Chances are, there is something you believe in — maybe not an omnipotent sentient being, but something more fundamental than your existence that determines your code of ethics, whose importance to you is serious. To this you owe your duty, to keep it and its importance as your beacon to self-improvement.

If you have not decided on your beliefs, give it some thought. Remember that in a fundamental way, this is who you are. Don’t just rely on what is easier to believe, or what sounds profound or impressive; just what you believe to be true. You can ask others or read others’ opinions, but the final decision is your own.

and my country... Your country is, in many ways, your father or mother. Because of it, you can stand on its ground. You owe it for a culture to appreciate, and for a set of ideas that have molded you. It may not be perfect, and it may not be run according to your desires, but you and your country belong to each other, and you owe it something for that. Somewhere, sometime, some people decided to unite for the good and safety of each other, each citizen relying on the others as a whole. They realized that this provided strength and often, justice and comfort.

This promise holds you to more than an appreciation of your citizenship. It means you are to give back to your nation as it has given to you. It means that, for whatever nation you are proud to be a citizen, you should show this pride by making it truer to its purpose. It means to obey its laws and to change unjust ones in a peaceful, honorable manner. It means to support what is good in the government and work to remove what is not.

Together, your duty to God and to your Country, is the first point of the Scout Oath. It is in some ways the most important of the three, as God and Country are more fundamental and permanent than the others.

and to obey the Scout Law... The twelve points of the Scout Law (described later) are worded more like natural law than like commandments. “A Scout IS trustworthy,” not “BE trustworthy.” Taking the Scout oath necessitates acceptance of each of these statements, as a summary of what Founder Frank R. Horton called, “a standard of manhood that would withstand the test of time.”
To help other people at all times... Many people need you. In each case, you can always choose to help or not to help. Your promise is to help others whenever possible, no matter where or when, no matter how hard the circumstances, no matter what your mood. It requires more than commitment; it requires a kind of sacrifice. It means putting others’ needs above your wants.

At times it may seem that you are not making a difference — sometimes it may seem that even if you pick up a paper cup on the street and throw it in a trash can, there are more cups if you just look. To top it all off, someone, somewhere, has just dropped a cigarette on the pavement. The most important thing though, is that you are making a difference. Think of what would have happened if you did not pick up the paper cup, if you did not remove the dangerous board from the Handicapped ramp, or if you did not help a blind man up the stairs.

In helping others, you are increasing the number of people who do the same. Each person that makes someone’s day better is making the world a place of people helping each other. This, the second point of the Scout Oath, describes your duty to others — to help them at all times.

To keep myself physically strong... You have a duty to yourself to take care of your body. This does not necessarily require you to build bulging muscles — only to keep a body that will serve you effectively for a lifetime. It means being aware of how you treat your body and what long-term consequences of that treatment are. It means keeping your body in good working condition.

mentally awake... Your mind is in some ways an even greater investment than your body is, since your mind may function long after your body has begun to wind down and debilitate. Your education at MIT is a tool to develop your mind through knowledge and experience — take advantage of it while you can; yet, there are constantly more opportunities to learn and develop your capacity to think and understand. By being alert, you can live more life in one day than will many others who sit idle in a month.

And morally straight. Each of you has a sense of what is right and wrong. Be true to those beliefs, and respect the rights of others. Do things that will encourage others to choose what they consider to be right, and set an example for others to follow. Live up to that standard of manhood of our founder’s dream.

Your duty to keep yourself physically strong, mentally awake, and morally straight is your duty to yourself. This duty is the third part of the Scout Oath. Follow it and be true to yourself.

Remember that as you subscribe to these principles, you take this Scout Oath as a serious promise — not willingly broken, not easily ignored. Following your promise does not only apply during APO or scouting events — it applies to everything you do. It is an eternal promise, to last your whole life. Even when you think you have learned how to live them, you will find there are still more ways you can apply them to your life.
8.3.2 The Scout Law

The Scout Law is the “set of rules” in Scouting. It is the foundation of the entire Scouting movement around the world. When you take the Scout Oath, you promise to obey the Scout Law. That’s equivalent to saying that you promise to be a Scout. The Scout Law is not as much a bunch of commands as it is a list of statements about what a Scout is. The Scout Law is a high standard — one that can be difficult to achieve. If you willingly break the Scout Law, you fail as a Scout. But if you live and strive to exemplify them, you will become more and more of a true Scout.

A Scout is Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, Reverent.

The following is taken directly from the Boy Scout Handbook, ninth edition, p.31:

**Trustworthy.** A Scout tells the truth. He keeps his promises. Honesty is part of his code of conduct. People can depend on him. **Loyal.** A Scout is true to his family, Scout leaders, friends, school, and nation. **Helpful.** A Scout is concerned about other people. He does things willingly for others without pay or reward. **Friendly.** A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs other than his own. **Courteous.** A Scout is polite to everyone regardless of age or position. He knows good manners make it easier for people to get along together. **Kind.** A Scout understands there is strength in being gentle. He treats others as he wants to be treated. He does not hurt or kill harmless things without reason. **Obedient.** A Scout follows the rules of his family, school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them. **Cheerful.** A Scout looks for the bright side of things. He cheerfully does tasks that come his way. He tries to make others happy. **Thrifty.** A Scout works to pay his way and to help others. He saves for unforeseen needs. He protects and conserves natural resources. He carefully uses time and property. **Brave.** A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at or threaten him. **Clean.** A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean. **Reverent.** A scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.

The points of the Law that teach us to be Trustworthy, Loyal, Obedient, and Reverent, enumerate ways to do our duty to God and our country. It teaches us how to follow authority. In Alpha Phi Omega, we further this to the principle of Leadership. It does not remove or obviate the first point of the Scout law; to be a leader, you must first understand how to be a follower. As we learn to command leadership, we should let the principle of duty to God and country shine even brighter in our hearts and actions.  

The points of the Law that teach us to be Helpful, Courteous, Kind, and Brave, describe how we can help other people at all times. In Alpha Phi Omega, we generalize this to the principle of Service. Service to humanity, although more general than helping others at all times, includes serving others. We must remember that sometimes the most valuable help we can give is that to individuals that need our help. As we learn to provide service, we should let the principle of helping
others at all times shine the brighter in our hearts and actions.

The points of the Law that teach us to be *Friendly, Cheerful, Thrifty, and Clean*, enumerate ways to *keep ourselves physically strong, mentally awake, and morally straight*. In Scouting, we learn that this is our duty to ourselves. In Alpha Phi Omega, we learn about the duty to those close to us: *Friendship*. In our friendship, we must not let this eliminate our duty to ourselves altogether; rather, each one of us should learn to love his fellow brother as himself. In fostering fellowship, we should still let the principle of being physically strong, mentally awake, and morally straight shine the brighter in our hearts and actions.

These laws tie the scouting movement together. They are the foundation of every scout around the world, as an embodiment of what our founder Frank R. Horton called, “A standard of manhood that would withstand the test of time.” Will you be a scout?

### 8.3.3 The Scout Motto

The Scout Motto is short and simple: “*Be prepared.*”


If you know of something you will need, bring it. If you don’t, try to find out as much as possible and make sure you have the materials to do what you need to do.

Be physically prepared, for what you need to do. If you are not in the proper physical or health condition to go on project, it’s okay to say no. If you can’t swim, learn to do so, or make sure you can float. Travel safely. If an emergency arises, you don’t want to have to endanger yourself and others to cope with it. Get a good night’s sleep before doing anything important. At MIT this may be a challenge, but you may find yourself working with greater ease and thinking more clearly.

Be mentally prepared, finding out what you can before you commit yourself to anything. Learn what you can in case your skills will be needed. We all try to be mentally prepared before a test — those who are truly mentally prepared have been preparing for the test continually as they learn new material, so they don’t need to cram.

Be emotionally prepared, realizing the possibilities, but not having anxieties about them. In other words, don’t get stressed out. There’s nothing wrong in hoping for the best if you learn to expect the worst. We all have our different ways of dealing with problems. The important thing is to know what it is and realize that problems can arise at any time, without warning.

“To be prepared,” says the Boy Scout Handbook “means that you are always ready in mind and body to do your duty and to face danger, if necessary, to help others.” But to be prepared means more than being prepared for accidents. Baden-Powell’s idea was that “every Scout should prepare himself to become a useful citizen and to give happiness to other people.” He wanted each Scout to be “prepared to work for all the good things that life has to offer and to face with a strong heart whatever may be ahead... to live happy and to die happy, knowing that you have done your best.”
8.3.4 Scout Slogan

The Scout Slogan is also short and simple: “Do a good turn daily.”

The slogan does not mean to get your Good Turn out of the way and then stop. It means to continually look for ways you can help others. A Good Turn might be something spectacular like rescue or fighting a fire. It might be a big planned service project like a chapter weekend. It might be picking up trash that comes your way on the street. It might mean helping a child cross the street.

“A Good Turn,” says the Boy Scout Handbook, “is an extra act of kindness. It is not just something you do because it is good manners. To answer the question of a driver about reaching an address is not a Good Turn. That is a common courtesy. But to draw a map for him that will show him how to get to where he wants to go — that’s a Good Turn.”

A Good Turn is not as much a deed as an attitude. It means you are always willing to go out of your way to help others.
A  Athena and APO

by Ping Huang, AVP (now AC) Spring 1992, last amended Fall 2002

There are a number of ways in which this chapter makes use of Athena to help organize its programs and communicate with its members. They include the apo zephyr instance, mailing lists, discuss meetings, the database for physical mailings, and the apo locker. They are discussed in that order.

A.1  Zephyr instance

A number of brothers subscribe to the apo zephyr instance on Athena, where occasional casual discussion takes place. You can subscribe to this zephyr instance by executing the following command:

\[ \texttt{zctl add message apo} \]

You can send a message to this instance as you would any other normal Zephyr instance, as follows:

\[ \texttt{zwrite -i apo} \]

(You will find sometimes that random people the chapter has never heard of will be listening to the apo instance and sending zephyrs to it as well. That’s OK...we have nothing to hide from anybody. Beyond that, many of these people have at least a basic concept of how the chapter works, and can often direct queries to the appropriate locations.)

Logs of conversations on the apo zephyr instance are kept at /mit/zlog/apo.

Many brothers subscribe to the apo zephyr class as well as the instance, because occassional messages end up getting sent there. It’s not logged, and is sometimes used for conversation brothers don’t care about saving or for discussion with fewer random listeners.

A.2  Mailing lists

(Updated by Alex Vandiver, MVP Fall 2004)

To add or remove yourself to a mailing list when that is possible, you can use either the program blanche or mailmaint on Athena, or send e-mail to apo-acl@mit.edu. Examples of using blanche to do this:

\[ \texttt{blanche apo-pftgoto -a alexmv} \]
\[ \texttt{blanche apo-minutes -d alexmv} \]

Typing these commands at the athena% prompt will add the user alexmv to apo-news and take
him off the list apo-minutes.

A categorical listing of the chapter mailing lists follow; those marked with a dagger (†) are defunct and no longer exist, but are provided for posterity. Unless otherwise indicated, all mailing lists below are at mit.edu, i.e. a list called foo-list is actually foo-list@mit.edu.

### A.2.1 Major Lists

APO owns enough mailing lists that few brothers—if any—can remember all of them without looking. Some of them, however, you should be sure to remember; these are the most commonly used chapter lists.

**apo-news** For general announcements and information of interest for the chapter. All brothers and pledges are on this list, unless they have asked to be removed from the list. Interested prospectives may also ask to be put on this list.

**apo-pftgoto** “Points For The Good Of The Order.” This list is for announcements or other random babblings that don’t necessarily have anything to do with APO events or operating procedure. Brothers will often send announcements here about social events with other groups in which they are involved, random snippets they feel some brothers might be interested in, or other similar mail. Only people who acted explicitly to be on this list are on this list.

**apo-discuss** For general discussion on chapter issues. Active brothers are automatically on this list, but anyone can add or remove themselves from this list (see above instructions).

**apo@mc.lcs.mit.edu** A low-traffic list containing alumni and the active chapter. This list is used for announcements of interest to alumni, including AXAA service projects and alumni address changes. Note that the list includes apo-news, so e-mail should not be sent to both lists, or duplicates will occur. Only people who explicitly acted to be on this list are subscribed, other than those already on apo-news; send e-mail to apo-request@ai.mit.edu to add or remove yourself to the list.¹

**apo-no-apo-news@mc.lcs.mit.edu** is unmoderated and reaches everyone on apo@mc.lcs.mit.edu but does NOT forward to apo-news. Using this variant will get your message out much quicker than sending it to apo@mc.lcs.mit.edu.

**apo-yes-apo-news@mc.lcs.mit.edu** is unmoderated and reaches everyone on apo@mc.lcs.mit.edu and does forward to apo-news. Using this variant will get your message out much quicker than sending it to apo@mc.lcs.mit.edu. The moderated form of this (apo@mc.lcs.mit.edu) exists for spam filtering reasons.

**apo** Points to the President, SVP, MVP, AC, and Publicity Director. This list is the one typically given out to people not affiliated with the chapter as a contact point, usually about external

¹Historical footnote: apo@mc.lcs.mit.edu has a long history, with its purpose varying over the years since it started on MC (eventually known as MIT-MC, then mc.lcs.mit.edu). At its conception it was the only APO mailing list on the internet.)
administrivia, drop poster supplies, or other issues which can be taken care of or delegated by the five officers on this list.

apo-exec Current ExecComm members, useful for sending your comments, suggestions, complaints, etc.

apo-exec-listeners For brothers who are not on the current ExecComm, but who still wish to stay informed of any discussion sent to (apo-exec). Only people who explicitly acted to be on this list are on this list.

apo-announce A low-traffic list for announcing upcoming APO events; anyone interested in what’s going on with the chapter can add or remove themselves to this list. Note that everyone on apo-news@mit.edu receives e-mail sent to this list. Only the Administrative Coordinator should send to this list.

apo-minutes Members of this list will receive e-mail copies of minutes of chapter and ExecComm meetings. Anyone may add or remove themselves from this list (see above instructions). Only people who explicitly acted to be on this list are on this list.

apo-summer A version of apo-news@mit.edu for the summer months, containing only those people who wish to be notified about APO events during the summer. The AC will often send mail to apo-news at the beginning of the summer, reminding people to subscribe to this list if they wish to get announcements over the summer.

apocrypha Contains the current APOcrypha editor so that submissions can always be sent to the same address from term to term. The list should not contain anybody else, with the rationale being that someone may wish to mail a relatively anonymous article to this address.

A.2.2 Members

There are different lists for different members of the chapter and the community. They should be used only with permission of ExecComm unless stated otherwise.

apo-pledges Exists for the convenience of the MVP for sending certain announcements out, to supplement other means of communication. You should only use this list with the MVP’s sanction.

apo-actives This list is for announcements which pertain only specifically to active brothers. Use this list only with permission of ExecComm.

apo-inactives Inactive brothers (not alumni) of Alpha Chi.

apo-associates Associate brothers in Alpha Chi. For events concerning all associate members.

apo-alumni This list contains alumni of Alpha Chi, and is used only with ExecComm’s permission for major announcements, such as the 60th anniversary of the chapter.
apo-big-brothers Big brothers of the current pledge class. Use this list only with the MVP’s permission.

apo-brothers Current brothers of Alpha Chi.

apo-prospectives Contains people who have expressed an interest in APO but have not pledged yet. This should be used by the MVP only to announce open projects, meetings, and to publicize other chapter activities. You should only use this list with ExecComm’s sanction.

A.2.3 Major Projects

Major service projects, such as Book Exchange, Big Screw, and UMOC, have their own mailing lists.

book-exchange Points toward the Project Chairmen of the biannual Book Exchange; this should be given out as a point of contact for those interested in the Book Exchange.

umoc Points to the fall Ugliest Manifestation on Campus committee.

big-screw Points to the spring Big Screw committee.

big-screw-interested/umdcc-interestetd Lists for announcements about Big Screw/UMOC results. Anyone may add or remove themselves from these lists (see above instructions). Use only with permission of the Big Screw/UMOC committee.

big-screw-candidates/umdcc-candidates The list of candidates for Big Screw/UMOC. Use only with permission of the Big Screw/UMOC Committee.

A.2.4 Chapter Skills

The print shop and silkscreen program have their own mailing lists:

apo-printshop This list is for announcements and discussion pertaining to the printing press associated with Alpha Chi chapter sitting in our back office. Anyone may add or remove themselves from this list (see above instructions). Only people who explicitly acted to be on this list are on this list.

apo-silkscreen This list is for announcements and discussion pertaining to silkscreening activities of the chapter. Anyone may add or remove themselves from this list (see above instructions). Only people who explicitly acted to be on this list are on this list.

apo-printshop-trainees This list contains the people interested in becoming press operators. Anyone may add or remove themselves from this list (see above instructions). Only people who explicitly acted to be on this list are on this list.
A.2.5 Officers

The following lists point to the corresponding officers:

- **apo-president**: President
- **apo-svp**: Service Vice President
- **apo-mvp**: Membership Vice President
- **apo-fvp**: Fellowship Vice President
- **apo-treasurer**: Treasurer
- **apo-ac**: Administrative Coordinator
- **apo-apoced**: APOcrypha Editor
- **apo-om**: Office Manager
- **apo-pubdir**: Publicity Director
- **apo-historian**: Historian

For historical reasons, **apo-apoc**, **apo-avp**, and **apo-fellowship** point to the APOcEd, AC, and FVP, respectively. Recent alumni/ae will occasionally send to **apo-avp**.

A.2.6 Chairs

The following lists point to the corresponding appointed chairs and other positions:

- **apo-sgt.arms**: Points to the current Sergeant at Arms (Rules Chair).
- **apo-chapter-book**: List for submissions to the Chapter Book. This contains the president and the chapter book chair.
- **apo-cpr**† Points to the current CPR chair.
- **apo-food**† Points to the current food chair.
- **apo-tools**† Points to the current tools chair.
- **apo-alumni-liaison**: Points to the current alumni liaison for AXAA.
- **apo-www**: This list contains those currently in charge of the Alpha Chi web page. Use this list only for issues pertaining to the web page.
- **apo-sysadmins**: List of the current system administrators of **apo.mit.edu**. Use this list only for issues about the office computer.

A.2.7 Committees

Several committees also have mailing lists:

- **apo-memcomm**: Membership Committee list; use only with permission of the Membership Vice President.
apo-servcomm Service Committee list; use only with permission of the Service Vice President.

apo-fincomm Financial Committee list; use only with permission of the Treasurer.

apo-arcomm Archives Committee list; use only with permission of the Historian.

fellowship-militia Fellowship Committee list; use only with permission of the Fellowship Vice President.

A.2.8 Miscellaneous

A few less-often used mailing lists are listed below for reference.

apo-acl APO access control list; contains people who have the power to update all other Athena lists. This will typically include senior officers and a number of alumni. List changes should be mailed to this administrative list.

apo-athena This list exists for AFS file access control purposes for the apo locker on Athena. DO NOT TRY TO USE THIS LIST FOR MAIL!

apo-apoc-dist Facilitates the distribution of Apocryphae. Do not use without the permission of the APOcEd.

apo-l-incoming@mit.edu Contains people who wish to receive copies of mail from a nationwide e-mail list established for brothers from many different chapters to talk about Alpha Phi Omega issues. While you can subscribe to the list directly by sending an address to the remote Bitnet site, it takes up less bandwidth to subscribe to this national APO-L mailing list through this list. Anyone may add or remove themselves from this list (see above instructions). Only people who explicitly acted to be on this list are on this list. (Please see the section on discuss for an alternative way to see messages from the APO-L mailing list.)

A.3 Discuss meetings

Discuss is a message-exchange system which works very much like message forums on an electronic bulletin-board system. Currently, two discuss meetings exist to archive e-mail from various lists so that brothers can go back and find messages of interest, and so that brothers who don’t wish to receive large volumes of e-mail can still read messages they are interested in. Below are the appropriate lines that should go into your ~/.meetings file if you wish to read these meetings (note the apo-news meeting also archives apo-minutes@mit.edu):

    0:0:0:CHARON.MIT.EDU:/usr/spool/discuss/apo:APO-L,apo:
    : 0:0:0:CHARON2.MIT.EDU:/usr/spool/discuss/apo-news:APO News,apo-news:

Another way to read the meeting archives is via the web interface to discuss; you can enter the hostname and meeting name manually at the main page at http://diswww.mit.edu, or just go to the following URLs for the respectively:
A.4 Physical mailings database

Thanks to Dave Leung, we have a workable system for maintaining a database of people who ought to receive physical mailings and/or be on an automatically-generated sign-up list. If you need labels for a mailing or a copy of the sign-up list, please look at /mit/apo/Database/README in the apo locker for more information, talk to the AC, or look in the office document distribution rack to see if there is a set already printed out which you can use.

A.5 The apo locker

The apo locker provides storage space for chapter-related files, including many documents created by chapter officers, archives of the APOcrypha, chapter by-laws, and other chapter materials. The locker is maintained by the AC. You can browse what is there by executing the command add apo, then looking through the directories under /mit/apo. Please do not do anything to the files unless you know what you are doing and have an officer’s “permission”.
B Glossary of Terms

Though not complete, these words should serve as a basis for familiarizing yourself with APO vocabulary.

AC Abbr. for Administrative Coordinator. (See Administrative Coordinator.)

Active Officially, a member of APO who has participated in the initiation ceremony, and has paid dues for that term. Note the colloquial definition of someone who participates in chapter events. (See membership, Active Brotherhood.)

Active Brotherhood The collective term for those brothers who are active and have fulfilled brotherhood expectations. (See Brother, Brotherhood Expectations, Active.)

Administrative Coordinator (AC) An officer position in charge of the internal communication within the chapter. He is responsible for chapter minutes and chapter mailings and chapter phone callings. Formerly known as the Administrative Vice President (AVP). (See Officer.)

Advisor A member of APO whose primary purpose is to advise and guide the chapter. They are generally MIT faculty or staff, or retired MIT faculty or staff, or involved in professional scouting, though this is not a prerequisite.

Afterfinals A long Chapter weekend that takes place after the finals period in January and May. (See Chapter weekend.)

Alpha Chi (AX) The name of the APO chapter here at MIT. It was started in 1936 and has faithfully supplied service to the college and the surrounding community.

Alpha Chi Alumni Association (AXAA) An association of alumni of Alpha Chi who still do service without meddling with the affairs of current actives. Formed only a few years ago, the AXAA provides morale, manpower, and financial support to many APO functions.

Alpha Phi Omega (APO) Our national service fraternity, started in 1925 by Frank Reed Horton at Lafayette College. Its main principles are Leadership, Friendship, and Service. Although previous scout membership is no longer a requirement for membership, Alpha Phi Omega continues to subscribe to scouting principles and is registered with the Boy Scouts of America. Since 1976 the Fraternity has been co-ed.

Alphies Hack awards given each Spring installation banquet to brothers most deserving of interesting and fun prizes. (See Alphies Chair, Installation banquet.)

Alphies Chair (Schmuck) Person in charge of finding hack awards (alphies) to give brothers at Spring Installation banquet. This person is appointed by the Fall Term President and is completely anonymous to everyone else until the Spring Term Installation banquet. Suggestions for prizes are given to the Alphies Chair by a note on the message board written to “Hey you Schmuck.” (See Alphies, Installation banquet.)

Alumni Association (See Alpha Chi Alumni Association.)
APO Abbr. for Alpha Phi Omega. (See Alpha Phi Omega.)

APOC Abbr. for APOcrypha (see APOcrypha).

APOCed Abbr. for APOcrypha Editor, or Newsletter Editor. (See Newsletter Editor.)

APOcrypha Our Chapter newsletter, published regularly by the Newsletter Editor. It is a pun on APO and the apocrypha, a set of early Jewish and Christian documents of uncertain origin which have not been accepted as scriptural. The newsletter is a common way to distribute minutes to brothers, inform them of upcoming events, tell them of past events, and just to write something. (See Newsletter editor, Pledge Article Meal.)

A-Phi-O Abbr. for Alpha Phi Omega. (See Alpha Phi Omega.)

A_P_O_ The newsletter of the AXAA. The title changes every issue, but is always three words starting with the letters A, P, and O.

Auction Held each Steak Fry. Alpha Chi auctions off donated items to the brothers. Items left an unduly long period of time in the office are considered donated to Steak Fry. (See Steak Fry.)

AX Abbr. for Alpha Chi. (See Alpha Chi.)

AXAA Abbr. for Alpha Chi Alumni Association. (See Alpha Chi Alumni Association.)

AXcoAPO 1) Abbr. for Alpha Chi chapter of Alpha Phi Omega. (See Alpha Chi, Alpha Phi Omega.) 2) Abbr. for the AXcoAPO Files. (See AXcoAPO Files.)

AXcoAPO Files A book printed in 1986 for the 50th anniversary of Alpha Chi chapter. It summarizes the known history of our chapter from its founding in 1936.

Big Brother/Little Brother program A program where each pledge is paired with an APO brother, who is to be his/her liaison and guide into the chapter. The program is intended to facilitate assimilation into the chapter for the pledge, and to provide a specific person the little brother may call concerning any problem. (See pledge.)

Big Screw 1) Abbr. for the Institute Screw Competition. (See Institute Screw Competition.) 2) The trophy for the Institute Screw Competition. 3) What professors do to their students to deserve the Institute Screw award.

Book Exchange A service where APO serves as the middle-man between buyers and sellers of books at the beginning of the term.

Brother A member of APO who has undergone the initiation ritual. In Alpha Chi, brothers and pledges are treated alike with very few exceptions — brothers have card access to the office, may vote or be installed as an officer, and are expected to set an example for pledges, who are learning the basics of the fraternity.

Brotherhood Expectations A policy similar to the Pledge Requirements which are used to determine voting privileges for elevation of pledges. (See Pledge Requirements, Elevation.)
Ceremony  There are two official national rituals related to membership: the pledge ritual and the initiation ritual. The pledge ritual makes a prospective into a pledge, and the initiation ritual elevates a neophyte into a brother. These are secret to enhance the effect of hearing the ceremony for the first time. Other ceremonies include installation (to install new officers), petitioning (where a new chapter is created), and award ceremonies.

Chapter  The level of organization in APO at the college level. At MIT our chapter is Alpha Chi (AX). (See level, Alpha Chi, Alpha Phi Omega.)

Chapter Meetings  Meetings held every other week, alternating with ExecComm meetings. The chapter meets to vote on various motions and bylaws amendments, but the chapter meeting also serves as a communication medium to inform brothers of issues, upcoming projects, and concerns.

Chapter Program Workshop (CPW)  A workshop designed to help develop leadership in the chapters and establish interchapter connections. Similar in purpose to the Pledge Leadership Workshops and the Leadership Development Workshops. (See Pledge Leadership Workshop, Leadership Development Workshop.)

Chapter Program Planning Conference (CPPC)  A meeting held during the term to plan the goals and programs of the chapter for the next term.

Chapter Skill  To provide a broader pledgeship experience, all pledges are asked to learn a chapter skill—a skill deemed by the chapter to be helpful in the operation of the chapter. Chapter skills include using the letterpress, silkscreening, CPR, CPR instruction, tools, and food.

Chapter Weekend  Long weekends spent at a scout or youth group camp doing service projects, while interacting with brothers and pledges. Projects range from painting to construction & destruction to brush clearing to cleaning. The camp setting provides an ideal setting to escape from MIT and relax by the fire.

Coke Chairman  An appointed office responsible for ordering Coca-cola products for the coke fridge, stocking the fridge, and depositing the change. (See Coke Fridge.)

Coke Fridge  A refrigerator (ideally) kept stocked with soda and candy, with most items selling for 40 cents. This refrigerator replaced an old Coke machine which had been in the office for years, and was eventually declared unfixable. The Coke Fridge has been painted to be a more fitting replacement for the Coke machine. Empty cans may be left in the tall, rectangular boxes near the trash cans, so that the recycling chair may recycle them for the deposit. (See Coke Chairman, Recycling Chairman.)

Conclave  A meeting of the section held every term at a host chapter. It provides an opportunity to meet brothers from other chapters while doing service. (See Section.)

Contact Chair  Once an appointed officer responsible for seeing that the members of the Chapter are contacted on a regular basis about upcoming events. No longer in use.

Continuation  The term used to denote a pledge who the active brotherhood feels will benefit in understanding of Alpha Chi and Alpha Phi Omega from an additional term as a pledge. There is no stigma attached to being “continued.” (See Elevation, Active Brotherhood, Pledge.)
CPPC Abbr. for Chapter Program Planning Conference. (See Chapter Program Planning Conference.)

CPR Cardio-Pulmonary Resuscitation: A chapter skill useful in saving lives. APO organizes CPR classes periodically. If you have learned CPR, you may consider learning how to teach CPR through a more advanced CPR course; the First Aid Chair or the SVP can help you find more information on that. The standard course offered covers first aid for loss of breathing, loss of heartbeat, and choking for adults, children, and infants, and various prevention measures. Passing requires a written and a practical test, at the end of which those who pass will receive a CPR card, qualifying you for one year. Sessions also generally include first aid.

CPW Abbr. for Chapter Program Workshop, not to be confused with MIT’s Campus Preview Weekend. Now being phased out in favor of the APO LEADS program. (See Chapter Program Workshop.)

Debt List A list in the hands of the Treasurer, containing debts and credits for all brothers and pledges. One should always endeavor to keep one’s debt list balance positive, lest one incur the wrath of the Treasurer.

Distinguished Service Key An award given at the chapter and higher levels to those brothers who have demonstrated some distinguished service. Voting is done by secret ballot, and there is no limit to the number of recipients. In Alpha Chi, only those who have been to the nominations meeting for the DSK may vote, though those not nominated at the meeting may also be elected. Voting is done once a year in the Spring.

Drop Poster A 30 foot paper or cloth poster once hung in Lobby 7, for publicity purposes. APO sells poster paper and rents paints at a nominal fee to anyone. Drop posters are now 10 foot paper posters that hang in the Student Center and temporary space in Lobby 7.

DSK Abbr. for Distinguished Service Key: (See Distinguished Service Key.)

Editor of the Newsletter Also Newsletter Editor (See Newsletter Editor.)

Elevation The process by which pledges become brothers. If a pledge wants to attain brotherhood, the pledge’s progress must be evaluated by the active brotherhood. If the chapter votes to elevate the pledge, he or she is neophyted; i.e. publicly declared to be chosen for brotherhood. When a neophyte undergoes an initiation ceremony, he or she is elevated to brotherhood status.

ExecComm Abbr. for Executive Committee. (See Executive Committee.)

Executive Committee (ExecComm) The committee of all elected officers, responsible for executive decisions. ExecComm meets every other Wednesday.

Fellowship Circle A circle formed by brothers, pledges, alumni/alumnae, and friends of the Chapter in which all participants sing the official toast song. It is generally sung at the end of any project and most meetings, and is intended to inspire a sense of fellowship and unity. (See Toast Song.)
**Fellowship Vice President** An elected office in the chapter responsible for planning the social events in the chapter, and responsible for retaining members who may not be actively participating in the chapter. Formerly Fellowship Chair, which was formerly Social Chair. *(See Officers.)*

**FF Fridge** The office had a refrigerator for general storage (not to be confused with the Coke Fridge). It was the responsibility of all the users to see that anything put in this fridge was appropriately labeled, and disappeared in a timely fashion. One popular myth was that the Office Manager was responsible for keeping the fridge clean; this myth was often perpetuated by the fact that the Office Manager was usually the person who cleaned the fridge periodically. The FF Fridge was presented for both a Pledge and an Elevation Ceremony, and is considered by the National Office to be a brother. *(FF even wore a service pin.)* In the summer of 2001, FF Fridge passed away. *(See Frost Free Fridge, Coke Fridge, Office Manager.)*

**Foible’s Folly** Not to be confused with Fulton’s Folly, at least one mold indicates it was a service project which didn’t run very smoothly. *(See the AXcoAPO files.)*

**Fulton’s Folly** A traditional social function where brothers and friends go to the Esplanade for the Fourth of July fireworks show and Boston Pops performance. Ask John Fulton (mold) or Dave Leung (nee Cho) about the name. . .

**Frost Free Fridge** The little-known full name of FF Fridge. *(See FF Fridge.)*

**FVP** Abbreviation for Fellowship Vice President. *(See Fellowship Vice President.)*

“Grease” A staff member of Alpha Phi Omega on a level higher than that of the chapter.

**Historian** A Junior Officer position responsible for keeping records and photographs of chapter activities. *(See Officer.)*

**H. Roe Bartle Award** An award given every year to chapters who have reached many of their goals and done well, according to their self-evaluation.

**I-Banquet** Abbreviation for Initiation Banquet *(See Initiation Banquet.)*

**Initiation Ritual** A ritual by which pledges who have been elected to be brothers (neophytes) are made brothers. Historically held immediately before Installation Banquet, although it has also been held a few weeks prior to Installation Banquet in recent terms.

**Installation Banquet** A social event held at the end of every term to install newly-elected officers and have a fun-filled meeting by experimenting with Parliamentary procedure. *(See Tigger Hunt.)*

**Institute Screw Competition (Big Screw)** A competition among MIT faculty and staff members, in which voting is done by donations. All proceeds go to the charity selected by the winner.

**Joint ExecComm** The first ExecComm meeting held after elections; both incoming and outgoing officers attend this meeting, to help facilitate a smooth transition between ExecComms.
**Journeyman:** *(press shop)* Someone qualified to teach how to use the letter-press shop. To be a journeyman requires a vote among journeymen at a special meeting. Journeymen are expected to be proficient in many aspects of printing different kinds of runs. *(See letterpress shop, press operator.)*

**Junior Officer** Any of the three elected positions chosen at the first regularly scheduled Chapter Meeting of the term. These positions are sometimes considered less crucial to the overall operations of the chapter than the other seven “Senior Officers”. It is an opportunity for new brothers to gain leadership experience. Currently there are three Junior Officer positions: Office Manager, Historian, and Editor of the Newsletter. *(See Officers.)*

**LDW** Abbr. for Leadership Development Workshop *(See Leadership Development Workshop.)*

**Leadership Development Workshop (LDW)** A workshop at Conclaves and Regional and National Conventions to better leadership in the chapter. They are similar in purpose to the Pledge Leadership Workshop and the Chapter Program Workshop. *(See Chapter Program Workshop, Pledge Leadership Workshop.)*

**Letterpress Shop** APO’s printing press in the back shop. Do not use any of the equipment if you are not familiar with it; ask a press operator to help you. *(See Press operator.)*

**Level** Alpha Phi Omega is administered at different levels:

- National Fraternity: Nation
- Region: We are in Region I (New England, New Jersey, and Long Island)
- Section: We are in Section 96 (southern New England)
- Chapter: We are the Alpha Chi Chapter (MIT)

**Life Member** 1) Life Member of Alpha Chi is the highest honor the chapter can bestow upon anyone. Naturally, this is bestowed *extremely* infrequently. 2) A Life Member of Alpha Phi Omega is someone who has given the National Office a certain amount of money in return for a lifetime subscription to the Torch and Trefoil, a splufty service pin, and another title to wear when you wish. *(See Torch and Trefoil.)*

**Membership** Membership in Alpha Phi Omega includes:

- Pledge: Has undergone the pledge ritual
- Neophyte: Has been voted to be elevated to brotherhood but has not yet undergone the initiation ritual
- Active: Has undergone the initiation ritual, paid dues, and expects to contribute to the chapter at least to the degree stated in the brotherhood expectations
- Inactive: Has undergone the initiation ritual but has not paid dues
- Associate: Has undergone the initiation ritual, has paid dues, but does not expect to contribute to the chapter to the degree stated in the brotherhood expectations. If a brother finds that he or she cannot fulfill the brotherhood expectations, he or she should inform the treasurer and MVP of his/her associate status.
Alumni: “Once a Brother, always a Brother.” Even after graduation, alumni are also considered welcome to service and fellowship projects. Although they cannot be active, voting members (except as Chairman of the Advisory Committee), they may contribute actively to the program.

Membership Policy A formal policy written and approved each term in APO, stating the policy concerning pledgeship and brotherhood; more specifically, the pledge requirements and brotherhood expectations.

Membership Vice President (MVP) An officer position in APO responsible for the increase of membership within the chapter. He or she is the pledgemaster, responsible for the creation and execution of the pledge program. The MVP is responsible for the membership policy and for the effectiveness of the pledge program.

Message board A bulletin board in the office near the entrance to the AX office, which has messages for specific brothers, pledges, alumni, and friends of the chapter on one side, and messages to the general APO brotherhood on the other.

“Mold” Nickname for Alumni. Derived from the notion that these are brothers whose expiration dates have passed. (See Membership.)

“Mommy” Nickname for Membership Vice President. (See Membership Vice President.)

MVP Abbr. for Membership Vice President. (See Membership Vice President.)

National Convention A convention held every other year, alternating with Regional convention, held at a host city, where all APO chapters around the nation meet to discuss national policy and attend workshops. The National Convention is generally held in December.

Neophyte A status in APO indicating that the chapter has decided to elevate the person, but the person has not yet participated in the initiation ritual.

Editor of the Newsletter The editor of our chapter newsletter, more commonly referred to as the APOcEd. It is an elected position. (See Officers, Junior Officers)

Office The chapter has an office on the fourth floor of the student center (W20-415). Brothers, pledges, and prospectives are all encouraged to join our company. The office contains desks for administrative business, articles of chapter history, an extensive collection of comic books and magazines, couches, tables, a press shop, files filled with information, two phone lines (on three phones), the computer apo.mit.edu, and more.

Office Manager (OM) A Junior Officer position in charge of the maintainance of the office in W20-415 (fourth floor, student center). Formerly Administrative Support Chair. (See Administrative Support Chair, Junior Officer, Officer, Office.)

Officers There are ten elected officer positions in the chapter. Seven senior officers (the President, Service Vice President, Membership Vice President, Administrative Coordinator, Fellowship Vice President, Treasurer, and Publicity Director) are elected at the end of each term; three junior officers (the Office Manager, Historian, and Editor of the Newsletter) are elected at the beginning of each term. Some officers, like the Tools Chair, CPR Chair, Press Shop Manager, Silkscreen Chair, and Coke Chair, are appointed by the president.
PC Abbr. for Project Coordinator: (See Project Coordinator.)

Phone callings A periodic calling of all brothers, to inform brothers of upcoming projects and asking for responses. No longer in regular use.

Pledge A status in APO indicating that a person is seriously considering membership, thus having participated in the Pledge Ritual. Pledges may become brothers after brothers evaluate the pledge at the end of his or her pledge term. Elevation depends primarily on the fulfillment of pledge requirements and demonstration that the pledge has gained a good knowledge of Alpha Chi and Alpha Phi Omega. (See Brother, Elevation, Membership, Pledge Program.)

Pledge Article Meal A social gathering intended to encourage pledges to write autobiographical articles to the chapter newsletter (APOcrypha). Pledges who submit an article are allowed to eat free of charge.

Pledge Class Debriefing An older term used to refer to Pledge Term Review. (See Pledge Term Review)

Pledge Exit Interview A meeting, attended by a pledge, the pledge’s Big Brother, and one or two other brothers, and held a few days before the Pledge Term Review Meeting. Each pledge should attend an interview, the purpose of which is to disseminate information (for more details, read the section entitled Pledging in Alpha Chi, subsection End of Term Guidelines.) (See Pledge, Pledge Class Review)

Pledge Pin A pin recognizing the wearer of his or her pledge status in APO. This is replaced by a Service Pin upon initiation. (See Service Pin.)

Pledge Program A program in APO intended to familiarize pledges with Alpha Phi Omega, its principles, its programs, and its members. It is intended to imbue pledges with the spirit of the Fraternity by exposing them to as many aspects of the chapter as possible. To do this, pledges are expected to fulfill pledge requirements, determined at the beginning of each term. Numerous activities are planned to facilitate the goal of the program, like Pledge Article Meal, the Big Brother/Little Brother program, and the Pledge Leadership Workshop. (See Pledge.)

Pledge Requirements A list of expectations that each pledge is expected to complete by the Pledge Class Review. They serve as the major criterion for voting a pledge into brotherhood at the end of his or her pledge term. (See Pledge, Elevation.)

Pledge Class Review A meeting of the active brotherhood at which the progress of each pledge is reviewed. This meeting exists for the sole purpose of facilitating a fair decision on whether to elevate or continue each pledge. (See Pledge, Active Brotherhood, Elevation, Continuation.)

Pledge Term Review A meeting near the end of each term open only to that term’s pledges and a single moderator (who should be an alumnus of AX) in which pledges discuss the chapter and the pledge term and formulate recommendations for changes in the chapter’s policies, to be presented at Joint ExecComm and submitted to the APOcrypha. (See Pledge, Joint ExecComm, APOcrypha)

POO Abbreviation for President Out of Office. (See President Out of Office.)
POO name  A name bestowed upon the outgoing president by the rest of the chapter at I-banquet, usually a name characterizing something noteworthy about the recipient in a rather humorous fashion. Recent POO names have sometimes included gestures and motions. Some examples of recent POO names include “Wet ferret in a bathtub – not a bad idea POO” (Jen Tu, S04), “One POO to rule them all, and in the darkness cheese them” (Oliver Kosut, F03), “Cookie Baking, Kneecap Breaking, I’m so not in charge POO” (Nick Martin, S03), “Pretty Pretty Princess POO. I hate you all” (Jen Selby, F02), “Frivolous and Dilatory is your friend POO” (Ray Speth, S02), “Cute Ninja Death Squad Chick POO” (Katherine Reid, F01), “Froggy Woggy Tie Me Up With Chocolate Dexion And Give Me Back My Hat! POO” (Carolyn Jones, S00). Be sure to ask someone – preferably the POO! – for the story behind the name.

President  The official head of the chapter, responsible for the entire chapter operation. The president is the official representative for the chapter to higher levels in APO and to the general public. (See Officers.)

President Out of Office (POO)  Former presidents are referred to as POO, and are bestowed with a POO name during the Initiation Banquet following their term. (See POO name.)

President’s Reception  A service project where brothers usher freshmen and parents of freshmen to meet the President and family at the President’s house.

Press  (See letterpress shop.)

Press operator (Press-Op)  Someone who knows how to use the letterpress. Must make two runs: one as a training run where a journeyman leads the trainee through every step, then as a qualifying run where the journeyman tests the trainee to ensure the trainee understands the entire process. Once a press operator, you may be asked to undertake press runs for APO or another organization that pays APO for the job. After a number of different kinds of jobs, a press-op may decide to work for journeyman status. (See letterpress shop, journeyman.)

Press Shop Manager  An appointed position generally appointed by the outgoing press shop manager responsible for the upkeep of the press shop, keeping the press running smoothly, keeping the type in reasonable shape, stocking the press shop with paper and ink, and ensuring the tools are in usable condition.

Principles  The cardinal principles of the Fraternity are Leadership, Friendship, and Service. According to the founder, Frank Reed Horton, the supreme purpose of APO is service.

Project  Divided into two categories: Service and Fellowship. Both require a Project Coordinator (PC), and possibly sub-PC or co-PC positions. They should be planned in advance, but remember that some projects cannot be planned very far ahead. (See Project Coordinator, Project Report, Fellowship Circle, Service Vice President, Fellowship Vice President.)

Project Coordinator (PC)  The PC for a project is the person directly responsible for planning the project to the details, and for executing the actual plan. PC’s may have sub-PC-ships if the project is a major one or involves special considerations. A PC is responsible to the SVP or the FVP, depending on whether the project is a service or fellowship project. Every pledge is asked to undertake a PC position. Before the project the PC should plan and get manpower through mailings and a sign-up sheet (found in the SVP’s desk). During the
project, the PC should lead the group. At the end of the project, a PC should write a project report, summarizing the project and evaluating its success. (See Project, Project Report, Service Vice President, Fellowship Chair.)

**Project report** A report given at the end of any project, summarizing the project (in planning and in actual fact) and evaluating its success. (See Project, Project Coordinator.)

**Prospective** Someone interested in joining APO but has not pledged. (See pledge.)

**PubDir** Abbr. for Publicity Director. (See Publicity Director.)

**Publicity Director (PubDir)** An officer responsible for the maintenance of publicity in APO, such as our drop poster paints and paper, and our bulletin board in the infinite corridor. (See Officers)

**Quote List** A list of quotes of brothers, sometimes taken out of context and often with unanticipated implications. The list is kept in the APO office, readily available for more additions.

**Reg. Day** Abbr. for Registration Day (See Registration Day.)

**Region** The level of organization in APO above the section level. MIT is a part of Region I (New England, New Jersey, and Long Island). Every odd-numbered year, in December, the Region meets for a Regional Convention, and discusses region business and provides workshops and activities. (See Regional, Level, Region I.) Region I and II hold a joint Regional Convention.


**Regional Convention** A meeting of a region held at a host chapter, held every odd-numbered year in December. Activities include meetings and workshops.

**Registration Day (Reg. Day)** A project in which brothers supply manpower for registration day in return for money for the chapter. It is one of our major sources of income as a chapter.

**Request for Payment form (RFP)** A form used to inform the treasurer that a person owes or is owed money by the chapter. This is the primary means of reimbursement for chapter goods bought by a member. It must be signed by an authorizing signature, generally an officer in charge of the program whose fund is to be used.

**RFP** Abbr. for Request for Payment form: (See Request for Payment form.)

**Ride Board** A board for people to offer and get rides to and from other parts of the contiguous states, generally to get to and from home. This board is kept in the second floor of the Stratton Student Center.

**RSN** Real Soon Now (often used in a sarcastic manner)

**Schmuck** The Alphies Chair (See Alphies Chair.)

**Section** The level of organization in APO above the college level. Alpha Chi is in Section 96 (Connecticut, Rhode Island, and Massachusetts). Every term, brothers from the entire section meet for a Conclave, and discuss section matters and do service. (See Conclave, Level, Section 96.)
Sectional Convention  The less creative name used by most sections for their Conclaves. (See Conclave.)

Service Committee (Servcomm)  The committee headed by the SVP in charge of planning service projects.

Service Pin  A pin recognizing the wearer’s membership in APO as a brother. The Service Pin replaces the Pledge Pin when a pledge is initiated. (See Pledge Pin.)

Service Vice President (SVP)  An elected office in the chapter in charge of arranging service projects for the chapter. He or she is responsible for making sure there are PC’s for projects and projects for PC’s. (See PC, officers.)

Sign-up sheet  A list of those who wish to participate in a project or fellowship event, with pertinent information. This should be posted on the Service board in the office.

Silkscreening  A chapter skill that requires two runs, from shooting a screen to screening actual shirts. APO uses a silkscreening room on the fourth floor of the student center, and prints runs for fundraisers from time to time.

Social Chairman  The former name of Fellowship Chairman, former name of the Fellowship Vice President. (See Fellowship Vice President.)

Sour Food  A recipe book containing commonly-used chapter recipes, and advice on how to food-PC projects. Sour Food should be found in the Food Cabinet or on one of the office bookshelves.

Sour Notes  A book containing commonly-sung songs in the chapter. They are available in the office. We cannot sell them for copyright reasons, but a $12 donation is requested for the cost of reproducing them. Sour Notes is constantly in the process of being updated.

Steak Fry  A social event held during the latter half of the term, where brothers from all ages reconvene and eat steak or vegetarian alternative thereof. Each steak fry is accompanied by an auction of items donated or left an unduly long time in the office. (See Auction.)

SVP  Abbr. for Service Vice President. (See Service Vice President.)

Tigger Hunt  A (sometimes scripted) way of familiarizing the incoming President and ExecComm with the rules of order, through a series of motions to transform a motion to hold a tigger hunt to a motion to hold Big Screw/UMOC. This exercise is witnessed only at I-banquet and is, generally, thoroughly silly. (See Installation Banquet.)

Toast Song  The official Alpha Phi Omega song, sung in fellowship circles (See Fellowship Circle.)

Tools  A chapter skill involving the safe use of both electric power tools, like power saws and drills, and hand tools, like hammers and axes.

Tools Chair  An office appointed by the SVP responsible for the upkeep and replacement of Alpha Chi tools in the office.

Torch and Trefoil  The national newsletter. Copies can often be found in the office.
Treasurer  An elected office in the chapter responsible for the chapter finances. *(See Officers.)*

**Ugliest Manifestation on Campus Competition (UMOC)**  A competition held in the fall term of each year where students, often on behalf of inanimate objects, run for the “Ugliest Manifestation on Campus.” Voting is done by donation jars: a penny, a vote. Proceeds go to a predetermined charity, chosen by the contest’s winner.

**UMOC**  Abbr. for Ugliest Manifestation on Campus Competition. *(See Ugliest Manifestation on Campus Competition.)*

**Weekend Project**  A service project where brothers go for all or part of a day, usually Saturday, to a relatively close location in need of short-term help. They are smaller projects compared to Chapter Weekends, but can be just as rewarding. *(See Project.)*

**What’s Up with APO**  A frequent update on upcoming events, mailed to all actives, pledges, advisors, prospectives, etc. It’s abbreviation is *WUAPO.*

**YiLFS**  Abbr. for “Yours in Leadership, Friendship, and Service,” often used to close letters. Variants on this abound.