



KAPPA SIGMA
FRATERNITY
FELLOWSHIP • LEADERSHIP • SCHOLARSHIP • SERVICE

2015-2016 COLONY ROADMAP

OVERVIEW:

The following program is designed to give Colony members the tools and resources necessary to become a successful Chapter of Kappa Sigma. The Colony must implement the following operational programs and workshops, be at a size of 60 members or largest on campus, log 25 service hours per member, and complete certain administrative tasks in order to be considered for a Charter. Several Alumni Volunteers will be available to support the Colony in completing these tasks, and in due time, recommend the chartering of the Colony to Supreme Executive Committee (SEC).

OPERATIONAL PROGRAMS:

CHAPTER BYLAWS

The Colony must develop by-laws in accordance with the Kappa Sigma national by-laws that outline basic guidelines for membership and Colony operations

DUE DATE _____

[SAMPLE BYLAWS](#)

RECRUITMENT PROGRAM

The Colony must implement a program that details its recruitment approach, including a plan for outreach to students, sample events and promotional materials

DUE DATE _____

[SAMPLE PROGRAM](#)

RISK MANAGEMENT PROGRAM

The Colony must implement a program that encourages social events and other activities that are in line with the Code of Conduct, and details its process for resolving violations by individual members

DUE DATE _____

[SAMPLE PROGRAM](#)

SCHOLARSHIP PROGRAM

The Colony must implement a program that outlines the minimum academic requirements for Colony members and promotes academic success

DUE DATE _____

[SAMPLE PROGRAM](#)

BIA FOR PLEDGES PROGRAM

The Colony must develop a program that will be utilized to integrate new Pledges into the Chapter following Installation, and prepare them for membership as Kappa Sigmas

DUE DATE _____

[SAMPLE PROGRAM](#)

PUBLIC RELATIONS PROGRAM

The Colony must implement a program that details its communications plan, including outreach to the campus and local community, social media presence and communications with Colony members and alumni volunteers

DUE DATE _____

[SAMPLE PROGRAM](#)

Brothers in Action Program

The Colony is not required to submit a Brothers in Action program with the petition, but are encouraged to implement a program that facilitates membership development and brotherhood among the Colony members

DUE DATE N/A

[SAMPLE PROGRAM](#)



**KAPPA SIGMA
FRATERNITY**
FELLOWSHIP • LEADERSHIP • SCHOLARSHIP • SERVICE

2015-2016 COLONY ROADMAP

EDUCATIONAL WORKSHOPS:

CODE OF CONDUCT WORKSHOP

All members must attend a Code of Conduct workshop that outlines requirements and reinforces the importance of following the Code of Conduct

DUE DATE _____

[SAMPLE WORKSHOP](#)

PROFESSIONAL DEVELOPMENT WORKSHOP

All members must attend a workshop that cover topics such as time management, career development or academic success. The workshop may be led by a volunteer or campus official

DUE DATE _____

[SAMPLE WORKSHOP](#)

MY BROTHER'S KEEPER WORKSHOP

All members must attend a My Brother's Keeper (MBK) workshop led by a local volunteer. The MBK workshop will reinforce the importance of mutual protection among the members of the Colony

DUE DATE _____

[SAMPLE WORKSHOP](#)

SEXUAL ASSAULT AWARENESS WORKSHOP

All members must attend a workshop lead by a local volunteer or campus official that raises awareness and provides education around sexual assault

DUE DATE _____

CONTACT HQ

EXECUTIVE COMMITTEE WORKSHOP

The Executive Committee (EC) must attend a workshop with local volunteers that will cover the roles and responsibilities of the EC, as well as guide EC members through the process of goal setting to complete the Colony program

DUE DATE _____

[SAMPLE WORKSHOP](#)

RITUAL WORKSHOP

All members must attend a Ritual workshop lead by a local volunteer that reinforces the principles of the Pledging Ceremony and provide study tips for learning the ritual

DUE DATE _____

[SAMPLE WORKSHOP](#)

COLLECTIVE COLONY TASKS:

CHAMPION QUEST (RECRUITMENT)

The Colony must be at a minimum size of 60 members or be largest on campus at the time of the petition

DUE DATE _____

A GREATER CAUSE (SERVICE & PHILANTHROPY)

The Colony must report a minimum of 25 service hours per member, which will be calculated by dividing the total number of reported hours by the total members at the time of petition

DUE DATE _____

[AGC PLANNING GUIDE](#)

CAMPUS INVOLVEMENT

All members must participate in at least one additional campus organization

DUE DATE _____

[REPORTING TEMPLATE](#)

CHARTERING FEE

The Colony must submit a \$2,500 Chartering Fee, which may be fundraised or collected from the individual Colony members

DUE DATE _____

[FINANCIAL MGMT](#)



**KAPPA SIGMA
FRATERNITY**
FELLOWSHIP • LEADERSHIP • SCHOLARSHIP • SERVICE

2015-2016 COLONY ROADMAP

PETITION REQUIREMENTS

When a Colony has completed all of the requirements in the Colony Roadmap, the members must submit a formal petition to the Director of Chapter Operations. The formal petition should include an introductory letter from the Colony highlighting their accomplishments, copies of the 6 operational programs, confirmation letters/emails for each of the 6 workshops, the required letters of reference, and proposed details of the Installation day. Once received, the Colony & Expansion Commissioner will review for completeness and request a vote from the SEC to approve the petition. The petition must be approved at least 30 days prior to the requested Installation date.

The following requirements must be completed and verified prior to submitting the petition:

OPERATIONAL PROGRAMS

- Chapter By-Laws
- Scholarship Program
- Recruitment Program
- Risk Management Program
- Pledge Program
- Public Relations Program

EDUCATIONAL WORKSHOPS

- Code of Conduct Workshop
- Professional Development Workshop
- My Brother's Keeper Workshop
- Sexual Assault Awareness Workshop
- Executive Committee Workshop
- Ritual Workshop

COLLECTIVE COLONY TASKS

- Be at a chapter size of 60 men or largest on campus
- Log 25 hours of community service per Founding Father
- Each Colony Member participates in one campus organization
- Submit \$2500 chartering fee to Headquarters

ADMINISTRATIVE TASKS

- Submit \$150 for each Colony Member to be initiated
- Submit initiation paperwork for each Colony Member to be initiated
- Collect letters of reference from your DGM, AA, and Campus Official (if applicable)
- Submit two (2) requested Installation dates, as well as planned locations for the initiation rooms and banquet
- Confirm that all final programs, workshops, financial obligations, and service hours have been submitted to Headquarters
- Submit the final petition to the Director of Chapter Operations and the Colony & Expansion Commissioner

PETITION DATE: _____