

Let's Instate a Chapter of Kappa Theta Pi

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I. Introduction

This document covers the history of and planning for the formation of a chapter of the Kappa Theta Pi professional technology fraternity at the Main/Uptown campus of the University of Cincinnati. The idea for this project was hatched during the latter part of the Covid-19 pandemic while students were mostly stuck inside their dorms/housing yearning for the days of being able to participate in student-organized activities again. This student organization will be fitting to serve various roles among the technology community, the greater student population at UC, and the surrounding schools and companies as well. This project, currently in an early state of evolution, promises to be a very exciting and challenging undertaking.

The University was founded in 1819, originally known as Cincinnati College, and lasted for 6 years before a financial crisis struck and the institution was disbanded. It was later resurrected under new management in the 1830's and by the year 1870 it had undergone many expansion projects, was formally chartered by the Ohio legislature, and the name was officially changed to University of Cincinnati. Over its 200 years of existence, the success of UC has led it to become the 2nd largest higher-learning institution in the state with a population of ~47,000 students during the 2019-2020 academic year. Today the university is home to some 14 colleges, 19 NCAA Division 1 athletics teams, 5 campuses, and 52 chapters of various Greek-Letter organizations.

UC offers Certificate, Associate, Baccalaureate, Masters, and Doctoral degrees in many technical-related fields like Information Technology, Computer Science/Engineering, Information Systems, Graphic Design, Art Technology, Music Technology, etc. It is notable that the university does not have an all-encompassing College of Informatics to house these related programs, they are spread across many of the colleges within the university. While a central technology club would obviously appeal to these distinct student communities and serve them well, technology really knows no boundaries and can be useful to students in business, humanities, and almost any other academic program imaginable. The group will have something for anybody who has an interest in being involved.

II. An Idea is Born

Kappa Theta Pi first became known to students at Cincinnati in early Spring, 2021 while conducting online research for unrelated projects. As soon as knowledge of the

group and its purpose was known, an immediate idea was hatched to bring KTP to Cincinnati. Many aspects and ideals of Kappa Theta Pi align with the University's;

- KTP is a professional fraternity. UC invented the idea of Co-Op education in 1906, putting students in professional settings at a full-time workplace before they graduate school. For over 100 years, several programs at UC have stressed professionalism both in and out of the classroom

- At the time of this document's inception, the technology community at UC is very decentralized and there are many small student organizations that exist and have some interactions with each other, but there isn't much connecting the various groups and the various related academic programs at UC. KTP is a perfect organization to become the bridge between the various tech entities on campus

- At the time of this document's inception, 6 of the 8 current KTP chapters reside within the MidWest region of the U.S., placing Cincinnati in a prime spot geographically to be physically close to these early chapters incase travel to other chapters is considered for networking/informational reasons

III. A Plan for Action

The path to the realization of a fully operational and sustainable KTP chapter consists of several steps. Many of these steps cannot be completed until after a student-group has been gathered and after various documentation has been filed with the university. Some of the steps required are truly large and will take patience and determination from many students and include:

- A. Building a Case for the Chapter
- B. Establishing Eligibility for Membership
- C. Emulate Other Successful, Related Clubs Within the University
- D. Addressing Commuter/Online Students
- E. Faculty/Staff Advisor(s)
- F. Completing all Necessary Documentation
- G. Chapter Objectives
- H. Budget Considerations
- I. Facilities Needed
- J. Equipment Resources
- K. Let the World Know
- L. Officially Open for Business
- M. Student Positions on the Executive Board
- N. Periodic Reviews and Assessments of Operations

The remaining part of this document will go further in-depth on each of these topics, along with a conclusion at the end.

A. Building a Case for the Chapter

The values that Kappa Theta Pi has been built on line up very well with the professional, academic and social ideals of the University of Cincinnati. It would be a strong addition to the university's student body and would allow for a central group of students to connect and represent the diverse and growing tech community on campus. It has been noted that many other tech-related student groups exist on campus, and KTP has been compared to these other groups. However, Kappa Theta Pi has a national brand backing it, along with the fact of a fraternity serving a fundamentally different purpose than a basic enthusiast-club.

Kappa Theta Pi would create a student group to serve as a great volunteer force for many of the tech-related events on campus as well as others; KTP would form a close student group to give like-minded students a small, close family within the ever-expanding world of college.

B. Establishing Eligibility for Membership

At the time the Cincinnati chapter of KTP is being established, there is no nation-wide mandate among KTP on how membership eligibility is to be determined. It's notable that there is no upper age-limit in defining membership; graduate and online-only students are as welcome as any other to seek out KTP and rush. The local chapter has decided that the following points make up our membership criteria;

- Be a matriculating student at the University of Cincinnati
- Be in good academic standing within the students' college, and possess a minimum 2.5gpa
- Be interested in the world of technology and have the drive to promote a community of professional-minded tech-enthusiasts

C. Emulate Other Successful, Related Clubs Within the University

Within the first couple weeks of the student-group being formed, we had reached out to other groups such as BearCats into Tech, Women in Tech, IEEE at UC, and the IT Student Association. These groups all exist within a similar environment and capacity and are great groups to look to in learning how to establish and operate a successful tech-themed student organization. This document is based

off of one that was created in 1999 outlining the start of the UC-Clermont College's student tech club.

D. Addressing Commuter/Online-only Students

This chapter of KTP is being created with the above demographic in mind and there are high hopes that this group will be able to serve those students in some capacity compared to most other tech-groups or just Greek-Letter organizations in general. These distance members would obviously have to miss-out on events that happen in-person or on campus, but there is a goal that this group will have something to offer for every student at UC. Even if it is decided that online students cannot become

E. Faculty/Staff Advisor

The chapter will be required to have a university Faculty/Staff advisor in order to maintain registered active status with the university. The intensity of role this advisor plays varies between existing chapters of KTP, but some minimum responsibilities would include:

- Signing off on paperwork and funding documentation with the university of third party organizations/companies
- Maintaining information on students' academic achievement in regards to university-set membership minimum requirements
- Encouraging student activity within and outside the chapter
- Helping spread word about the chapter

F. Completing all Necessary Documentation

As of now we have a plan to complete the necessary documentation within the university by the end of the calendar year 2021 so that we will be prepared to submit our Campuslink form in the spring 2022. The most prominent of all of this is the Constitution/Bylaws necessary for any operating registered student organization. That document will be posted and available once it is created; it will ultimately be similar to this one, but be much more elaborative. There also smaller things to consider such as the SACUB/UFB funding applications, application for a Tax ID, any documentation needed by the KTP Alpha Chapter/Nationals, etc.

G. Chapter Objectives

Members of Kappa Theta Pi will serve the tech community and greater student body at UC through privilege of membership, by hosting many social and professional events on campus, and being representative of the fields of study that align with the fraternity's national ideals and goals. The chapter shall set many goals to help them achieve this state, such as;

- hosting many events on/off campus
- being a central social resource for the tech community on campus
- reaching for increased Membership/outreach numbers
- fundraising so the chapter can meet said goals

H. Budget/Financial Considerations

This section can not be filled out as in-depth as others since much of this information is simply unknown. At the time of writing there is no inherent plan to collect "regular dues" so that this chapter would be eligible for university funding through the UFB to host social events, purchase equipment, etc. If the chapter were to purchase any kind of shirts or other merchandise, that would probably be crowd-funded among the members since that one purchase could be more than our allotted UFB amount.

I. Facilities Needed

The chapter will have the ability to reserve spaces/classrooms on campus as a registered student organization. Other campus resources such as the IT Solutions Center, IT@UC, TUC, the 1819 Innovation Hub MakerSpace, etc can also be utilized. Classroom/lecture hall reservations can be done by registered student groups through the 25Live website.

J. Equipment Resources

As of the writing of this document, it is not known for certain what all regular equipment we would need to own to make use of. There are many reserve-able computer-lab classrooms on campus that we would be able to make great use of, as well as the MakerSpace at the 1819 Innovation Hub building owned by the university.

K. Let the World Know

Once a certain point has been reached with the organization, we'll have to focus considerable effort advertising the group and allowing its name and purpose to be reached to more students who may be potentially interested. There are many events that happen throughout the year that the students can try to get involved with and make sure they are either wearing merchandise for the group or are talking about KTP while there. Along with spreading by word-of-mouth, there are many other steps that we can do to advertise on campus:

- Mass ListServ emails sent out courtesy of CECH Advertising
- Similarly, messages on the TV screens within T-D Complex
- Posting Flyers around the buildings of CECH, CEAS, Lindner, DAAP
- Reach out to the Org Insider to get word out of the new group
- Hosting events on campus in CECH open to all students
- Giveaways - college kids love free stuff (cheap gift cards work great)
- Post on Instagram/other media sites
- Create a website for the group
 - Website should contain names of all current/past members, a contact form for interested peoples, a calendar of our operations, explanation about the group and perhaps some local history of the group's existence
- Chalk drawings around campus (only where it will wash away in rain)

L. Officially Open for Business

The chapter will be considered first active once we have officially been approved as registered with the university and we have an active Campuslink page, as well as have had our first meeting and established the Executive Board and have an active academic advisor.

M. Student Positions on the Executive Board

This is a tentative list and is very subject to change. This list is a general idea of the job duties that may be required to effectively run the chapter of KTP at UC, it is entirely possible and likely that these may change, be adapted, or merged over the years. The

naming scheme for these positions is different than many other student groups to fit with the professional overtones of the group's philosophy.

The list of duties may include;

- President
- Vice President
- Director of Finance (Treasurer)
- Director of Administration (Secretary)
- Director of Technology
- Director of Media/Outreach
- Director of Professional Development
- Director of Engagement/Membership
- Director of Archive (Historian)

N. Periodic Review and Assessments of Operations

The chapter will constantly be under review/observation of operations by the E-Board and the academic advisor, to make sure that the KTP brand is being held in high esteem and activities are being conducted according to the policies and ideals of the group. The university has a regularly-conducted review period for registered student organizations called "RESET" that the chapter will have to comply with.