



PHI GAMMA DELTA

PROGRAM GUIDE AND SUGGESTED PRACTICES

Printed Program

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A printed summary of the Pig Dinner program can add an excellent dimension to the dinner. Programs should be distributed at every table to be more functional for dinner participants. The purpose of these programs is to help provide structure and clarity for brothers/guests, and to be a helpful tool.

Keynote Speaker

Keynote Speaker

It is not mandatory to have a designated speaker to have a successful Pig Dinner. If you plan on having a speaker, it is important to start looking early in order to find the right brother(s) for this type of speaking engagement. It is suggested to ask your involved graduates and surrounding peers if they know of a good speaker. The keynote speaker does not need to be a brother, but rather, be an influential voice that will deliver a powerful message. Some chapters have more than one speaker; however, these speakers represent different eras, and cover various fraternal topics/stories in a short time (5-10 minutes each). Be aware that when you give someone the microphone, you have lost control of the dinner.

Master of Ceremonies

Head Table

Traditions

Awards and Recognition

There are other options in the case that your chapter can't identify a keynote speaker. The Fraternity offers a speaker to our chapters once every three (3) years. If a speaker is requested, work with the Director of Graduate Engagement to see if your chapter is eligible. The Fraternity will cover travel costs, but the chapter is responsible for lodging, ground transport, and is expected to cover the cost of his Pig Dinner attendance. If requesting a speaker from the Fraternity, it is suggested to ask at least 5-6 months in advance.

Weekend Events

Master of Ceremonies

One key part of an interesting Pig Dinner is a Master of Ceremonies or emcee who is effective, well prepared, and keeps the dinner moving. A brother (undergraduate or graduate) should be asked to serve this role, and ample time should be given to that brother to familiarize himself with the program before the dinner. A biographical description of the speaker should be provided to the emcee, at least a week in advance, so that he may be adequately familiar with your speaker. It is important to note, and suggested, that the dinner be free from rude or vulgar language. It is also important to note that the emcee should explain that the oldest brother should be honored and permitted to kiss the pig's snout, while the youngest brother/pledge should kiss the tail end.

Alcohol

Dinner

Head Table

A head table is optional for distinguished guests in attendance, including, but not limited to, the guest speaker, Master of Ceremonies, Purple Legionnaire, Board of Chapter Advisors (BCA) President, Housing Corporation President, chapter president, etc. The head table adds a layer of formalization to the dinner; however, it may inhibit fellowship for those graduate brothers and guests.

Ad Astra

Suggested Practices

Traditions

It is suggested that every chapter incorporates all the Fraternity's Pig Dinner traditions into their own. It should open with The Doxology, incorporate the Bringing of the Pig right before food is served, and close with the song, "When College Songs and College Lays". These are long standing traditions of the Fraternity that most of our chapters incorporate. The practice of traditions can show cohesiveness and uniformity among our chapters, regardless of Pig Dinner location or the chapter hosting it. Another strong tradition of Pig Dinner is to have the oldest brother in attendance kiss the snout of the pig, while the youngest brother/pledge kisses the tail end.



Awards and Recognition

Awards are an important part of the Pig Dinner program but shouldn't take up the entire program. Remember, the focus of the event is a reunion of graduates, so target the awards towards your audience. It is appropriate to allow for a short speech after each award; however, the moment the emcee gives someone else the microphone, he has lost control of the dinner. Awards should be given out in order of importance and seniority, so from undergraduate leading up to graduate awards. Recognition may be given to brothers who are involved in Sires and Sons.

Weekend Events

Chapters with successful Pig Dinners expand the program past just the dinner. It is important to include other events throughout the weekend, so that brothers have more reason to be in attendance. Events that include family friendly ones, specific events for partners/families, or additional opportunities for fellowship give more reason for brothers to make a weekend trip out of it. Some event suggestions include daytime tours, partner's breakfast, and golf tournaments.

Alcohol

Drinking during the dinner disrupts the affair and promotes unruly and un-gentleman like conduct. Dinner is still a chapter hosted event, so it is the chapters' responsibility to follow BYOB or 3rd Party Vendor guidelines, as stated in the Risk Management Policy. A cocktail reception may precede the dinner if it complies with the policy. If the chapter has arranged for a cash bar, it should close during the dinner, particularly during speeches.

Host or open bars are not permitted. It is against Risk Management Policy for the chapter or graduates to purchase alcohol or provide an open tab. Note that if the chapter doesn't hold the Alcohol-Free Housing (AFH) exemption, Pig Dinner **does NOT** permit alcohol to be brought onto chapter property.

Dinner

It is up to the chapter to decide whether they want dinner to be plated or buffet style. Dinner should be served

before any of the speakers begin. There should be ample time given for brothers to finish eating, or at least begin wrapping it up, before the speakers take the podium. This will minimize distractions to those guests.

Ad Astra

Chapters with successful Pig Dinners take time to honor brothers who have passed Ad Astra. Many chapters honor these brothers by re-naming scholarships/awards after them or playing a slideshow with pictures of those brothers. At minimum, chapters should list their names on the Pig Dinner program. Headquarters can provide a list of brothers who have passed Ad Astra by contacting the *Director of Graduate Engagement*.

Suggested Practices

- Focus on making a weekend event out of Pig Dinner and incorporate brothers' families.
- Print out programs and display them at every guests' table.
- Identify a keynote speaker prior to send out the official invitation
 - If requesting a speaker from the Fraternity, do so at least 5-6 months in advance.
- The Master of Ceremonies is selected at least a month in advance of the dinner.
- If using a head table, all distinguished guests are reserved a spot at that table.
- Incorporate and practice all traditions associated with Pig Dinner, including the bringing in of the pig, singing of various songs, and kissing the snout and tail-end of the pig.
- If presenting awards, make the focus be on the graduate brothers, and make those awards most prominent.
- Alcohol does not have to be served at the Pig Dinner. If you allow it, operate a cash bar using a licensed third-party vendor.
- Bring all chapter memorabilia, such as composites, scrapbooks, charters, etc.
- Have a location at the door to collect payments, check in with guests and provide nametags.
- Designated a brother as the event photographer. Be sure to include group photos of brothers from various eras (class years), Owl recipients, former officers, etc.
- If your keynote speaker is traveling, find a responsible brother to pick him up from the airport and/or hotel and to act as his host through the event. Many chapters present visiting speakers with a small gift to thank him for attending.
- Typically, the current pledge class or most recent initiated brothers bring in the pig. This should be done with proper decorum and not involve horseplay, intimidation or otherwise fun at the expense of youngest brothers.