

Notes to readers and users...

Please keep these first few pages together with any computer file containing the "**CHIPPEWA**" Chapter Meeting Simulation. They are essential to understanding the program. They also give credit to some unrecognized heroes.

You can copy and distribute the material as much as you wish, as long as the acknowledgments, disclaimer, and copyright notice are kept together with the material.

Thanks!

ACKNOWLEDGMENTS

The "Chippewa Chapter Meeting" is a product of efforts of members of Pellissippi Lodge 230, **W.W.W.**, in the Great Smoky Mountain Council, Boy Scouts of America. Much of the present material came from suggestions from past members of the Lodge Training Committee, who also provided some of the "role **models**" for characters in the simulation. It has evolved over several years.

Special thanks to Bill Clary, Terry Vittetoe, and Gary Hensley, all former Lodge Chiefs, who collaborated on the first (1976) and second (1979) editions of the **CHIPPEWA CHAPTER MEETING**, which are together the original versions of this simulation.

Many others also assisted in the development and revision of the material. If I tried to make a list, I would doubtless leave someone out. If you were one of the trainers or participants, your help was (and is) sincerely appreciated!

In 1989, I want to acknowledge the encouragement of Jeff Moser, who was the 1987-88 SE-6 Section Chief before he went on to other things, and to Craig Salazar, who came before and after Jeff as Section Chief, and their Adviser, Mr. Howard Olson. If they had not encouraged this revision for the 1988 **SE-6** Conclave, it would not have been done for another half-dozen years. Thanks for the kind words and patience, you three!

DISCLAIMER

This document is ****NOT**** an **official** publication of the Order of the Arrow, Boy Scouts of **America**; nor of the Pellissippi Lodge or of the Great Smoky Mountain Council, BSA. It was developed and revised by individual volunteer members, and is made available for use by other Order of the Arrow trainers as a service to Scouting. It is not endorsed or approved by the **BSA** or anyone.

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Late at night (I work **nights**, home 11 PM EST)

INTRODUCTORY MEMO

For: Stacey McGill, Lodge Chief

Pellissippi Lodge 230

From: Ray Dyke (573-2248 Home; Call late at night)

About: THE CHIPPEWA CHAPTER MEETING GAME

As we discussed by phone last month, I have re-written the Chippewa Chapter Meeting Simulation for the 1989 Pellissippi Lodge Officer Training Conference.

It will take a little more than 2 hours. The first 15-20 minutes are used to get organized, and the meeting proper lasts about 120 minutes. There is a brief ending with recognition for the winners, but this (recognition) could be done at another meeting or session if desired. A time slot of 7:00 to 10:00 p.m. is OK.

The document which follows is something of a "conductor's score" for the training exercise. First, let me describe briefly how it came into its present form....

In the early 1970's I was a Chapter Adviser in a district that needed help getting organized. It was the Holston District, which is now scattered among Toqua, Wohali, and **Sequoyah**. In an attempt to provide some appropriate advice and assistance to the Chapter Chief, I made up a very formal, highly structured one-page agenda for a hypothetical chapter meeting. It didn't work, and I wasn't Chapter Adviser the next year, but that's another story. Anyway, I kept the made-up agenda around in a file folder somewhere.

A few years later, when I was Lodge Training Adviser, I tried to assist a group of youth leaders who were responsible for running a weekend seminar on chapter management. We had one of those late night meetings that are so famous in the OA for new ideas.

The old (hypothetical) chapter agenda found its way back into the typewriter, and this time it got a chapter name, and some "Semi-Indian-sounding" names for the officers and committee chairmen. The main idea was to provide learners with an example of how a well-organized meeting could be planned (on paper), showing that a relatively large number of OA members could actually be involved in the meeting. The made-up filled-out agenda was accompanied by a kit of about 12 "fill in the blanks" agenda sheets, so that each Chapter Chief and other learners could take them home and (hopefully) use them as a starting point in planning (running) **well-organized** meetings in their own chapters. This time, it did work, and we began to see some evidence of meeting improvement within a few months.

Next year, still Lodge Training Adviser, I suggested that we could put on a full demonstration of the "ideal" chapter meeting, so that earners could see Parliamentary Procedure in action. My suggestion was accepted by the youth chairman, and I then agreed to write up some guidelines or a script or something like that for the meeting.

The Training Committee held an informal rehearsal about a month before the leadership seminar, and about a dozen future comedy actors started injecting funny lines into my (serious) script. The result was laughter to the point of tears (in rehearsal) and the committee asked me to re-write the script to include some of that (funny) stuff to make it more interesting.

That was in November 1976, and the "CHIPPEWA CHAPTER MEETING" was put on as a one-act play at the Pellissippi Training Seminar in December 1976. I called it "Chippewa" just because we don't have a chapter by that name here in Pellissippi Lodge.

The next year, 1977, the National OA Conference was here at the University of Tennessee, and I attended a session about Order of the Arrow Meetings. Both chapter meetings and executive committee meetings were discussed. The session was a lecture-type class, with one youth member at the front, and he told everybody about Parliamentary Procedure and how his Lodge (in Yankeeland) operated. A poor session, generally, but there was a handout that included a sample AGENDA for a Lodge Meeting. As you can guess, the agenda sheet looked a lot like the one I had used for the Simulation.

That's how all my ideas appear. Somebody does something neat, and I steal it, change it around, mix it with another stolen idea, and write a book around it. We wrote an EXECUTIVE COMMITTEE MEETING (for variety) at the 1977 Pellissippi Lodge Training Conference. I don't remember what we did in 1978. In 1979, we re-did the Chapter Meeting, and then in 1980 re-did the Executive Committee Meeting. Several other lodges picked up on the idea, and we put it together for a Section Conclave two or three times in the last 10 years. I guess it's been run as a chapter or lodge executive committee meeting about 20 times so far, if you count some of the sessions in other lodges. Actually, it's about ready for a total rewrite and revision, since I'm getting a little tired of it.

Side note: We held our lodge leadership seminars in a hotel in Gatlinburg, Tennessee. There was a need for an interesting thing on Saturday evening, since the police and others had requested that we keep our fine, upstanding young men IN THE HOTEL during the evening. In an early year, we presented it in daytime, but later it was apparent that it worked much better in the evening.

Now, you really need to know exactly what this is.

From a trainer's viewpoint, it is a SCRIPTED SIMULATION, which means that there is a written script, and that the general plan is to "simulate" (pretend) a hypothetical situation. There are about 30 role-playing actors in the simulation, and each one has a separate (and different) script. In addition, there **are** identical "ordinary member" parts for about 10 or so more people, without real scripts, but with role descriptions.

At the beginning of the training conference, participants fill out a "**CHIPPEWA EASY AND LEGIBLE QUESTIONNAIRE**" (see attached) that asks some for some specific short answers. The questionnaires are used by the staff to assign people to roles, with a general rule that people should play roles as close as possible to their real-life situation. For example, a real live Chapter Secretary past or present is probably the best person to play that part.

The CHAPTER CHIEF (Bill Arrowsmith) has to be carefully chosen and coached in advance, since his role is high-pressure and can get out of hand if not properly prepared. Select him early in the weekend, and give him the full script (almost everything) so he will know most of what to expect. **Several** other "**KEY PARTS**" are also distributed early. **These** are identified in the attached material. Bouncers, for example, should be **chosen** and trained carefully, with adequate time to prepare. All the other parts are handed out about 30 minutes before the game begins. Each is in a sealed envelope, with only the OA member's (real) name on the front. All have the same general instructions, the same agenda, and some other general material, but each has a different script. All are "confidential."

The script is not a literal word-for-word pre-written part. but rather describes the point of view of the character, sets biases and prejudices. and identifies issues. It may have one or two lines of directly quoted script. but mostly it is a series of instructions about what he is expected to accomplish in the game.

At the appointed time, participants assemble in a room which is precisely set-up to facilitate the roles. Members sit around a table (all facing each other) and NOT auditorium style. in straight lined-up rows. The “around-the-table” setting is very important. Some of the seats are assigned deliberately to take advantage of strategic position and others are assigned at random. But every-body is told where to sit, with their (character) names posted on the chairs and/or on the table in front of them.

The Chapter Chief runs the meeting. the actors do their parts. and the simulation proceeds. The order (arrangement) in this booklet is not exactly the same as that used when the material is handed out. Each person gets a different packet. All packets have the ‘scenario’ and agenda, with a general introduction. After that, each one is different. It takes some time to assemble them. Partial List of Equipment and Supplies for Chippewa Chapter Meeting

- Assumptions: About 30 learners, all in one group.
Few or no “spectators” but staff of 4 or 5.
- Room Dimensions: Approximately 30x30 feet (at least)
Better if 35x35 or 40x40.
Should be generally square.
- Room Needs: Isolation from non-participants
Minimum distraction
Complete indoor environment
Good lighting (for lots of reading)
- Furniture & Fixtures: Table seating for 30 (10 to 12 8-foot tables)
Chairs or benches 40 (30 plus 10 extras)
Refreshments Table
- NOT USED: NO Head Table or Raised Platform
NO Podium or Lectern for Chief
NO Microphone

40-50 Chippewa Chapter “Easy and Legible” Questionnaires

- 1 set of the following for each part (actor), assembled & stapled:
- * 1. Cover page (“Tonight you will be participating...”)
 - * 2. Confidential Instructions
 - * 3. Chippewa Chapter Meeting Agenda
 - 4. SPECIHC WRITTEN PART (different for each part)
 - 5. Secret Information (not everybody has one)
 - 6. HOW TO WIN THIS GAME (different for each part)
- * Items 1, 2, and 3 are the same for everybody

An envelope for each set, labeled but not sealed.

Large name tags for all assigned parts (character names)

Consider using 9-inch cheap paper plates with clothespins.
This looks ridiculous, and helps set atmosphere.

Room decorations to lend atmosphere for an OA meeting.

About 25-30 low-cost PRIZES which are “earned” by those actors who achieve their assigned objectives. For example, the player HENRY ARMSTRONG would get a prize if (and only if) the committee votes ****against**** the motion to try to get girls admitted to the OA.

We once had a local delicatessen donate about 50 free sandwich coupons, “worth” about \$2.00 each, which were good for free food without any other purchase. Also had 10 or 20 free movie tickets, and about 20 slightly used **top-40** record albums donated by a radio station. The idea is to provide some external motivation so actors will try a little harder to accomplish their objectives. You might just want to have a one dollar bill for each winner. Since some are mutually exclusive, not everybody can “win” this game.