



FLORIDA TECH'S FRATERNITY & SORORITY COMMUNITY CONTINUALLY PROMOTES INTELLECTUAL, CHARACTER, AND LEADERSHIP DEVELOPMENT;
DIVERSE COMMUNITY INVOLVEMENT; AND CREATES LIFELONG BONDS THROUGH PRINCIPLES ENCOMPASSED IN OUR RITUALS.



Fraternity and Sorority Life

New Member Education Program Requirements

Please Return to Student Life Office by: _____

Florida Institute of Technology

New Member Education Program Cover Sheet

RETURN THIS FORM ALONG WITH YOUR NEW MEMBER EDUCATION PROGRAM OUTLINE
AND NEW MEMBER BINDER TO: Student Life Office

Fraternity/Sorority: _____

New Member Educator: _____ E-mail: _____

Phone #: (home) _____ (cell or other) _____

New Member Education Begins: _____ New Member Education Ends: _____

Total Number of Weeks: _____ Initiation Date: _____

Alumni Advisor for New Member Education: _____

Phone #: _____ E-mail: _____

Location of initiation: () On Campus () Off Campus

At a minimum, the New Member Education Program Outline and Binders should address the following areas:

1. New Member Education Cover Sheet, with the Anti-hazing statement, signed by the president and new member educator on behalf of all chapter members.
2. Statement of Purpose, including mission and goals of the program
3. Outline of New Member Education Program
4. Expectations of a New Member
5. Expectations of an Active Member
6. Scholarship Program
7. Community Service Opportunities
8. Leadership Development
9. Big Brother/Sister—Little Brother/Sister Program (if applicable)
10. Recruitment Process
11. Campus Involvement
12. Chapter History
13. Fraternity/Sorority Community Information
14. Membership Contract
15. Financial Information
16. Letter to Parents sent at beginning of process
17. Explanation of confidential reporting system for hazing violations within chapter
18. Calendar of all new member and chapter events, including dates and locations*
19. Provide a binder for each new member containing all information regarding the new member education program. This must be submitted with your program.

*We understand that some chapter activities will include ritual ceremonies. Please indicate those in your list of programs.

We, the undersigned, certify that we have read and agree to abide by the University's policies and regulations concerning new member/pledge/associate education and hazing.

New Member Educator (print) Date E-mail

Chapter President (print) Date E-mail

Chapter Advisor (print) Date E-mail

ANTI-HAZING STATEMENT

Hazing is prohibited by Florida Tech and the State of Florida Hazing law: 240.1325 Hazing-prohibited.
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(1) As used in this section, "hazing" means any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of a postsecondary institution. "hazing" includes, but is not limited to, pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student. Hazing does not include customary athletic events or other similar contests or competitions or any activity or conduct that furthers a legal and legitimate objective.

Florida Tech Hazing Policy

Hazing is any action taken, or situation created whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Hazing includes, but is not limited to any brutality of a physical nature, such as paddling, whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor or other substance. Hazing is any other forced physical activity that would subject the individual to physical harm or mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment or any other forced activity that could adversely affect the mental health or dignity of the individual. Among prohibited activities are forced or coerced activities that create excessive fatigue, cause physical and psychological shocks, involve kidnapping, morally questionable quests, treasure hunts or scavenger hunts or any other such activities, involve publicly wearing apparel that is conspicuous and not normally in good taste, cause students to engage in public stunts, and buffoonery, morally degrading or humiliating games and activities or late night activities that interfere with scholarly activities. Also prohibited are any activities that are in violation of federal, state, or local laws, the University Code of Conduct or accepted standards of good taste and propriety. For purposes of this definition, any activity described in this paragraph upon which the admission or affiliation with an organization is directly or indirectly conditioned shall be presumed to be forced or coerced activity, the willingness of an individual to participate in such activity, notwithstanding. New-member orientation and education programs must be constructive and strive to make individuals a part of the larger group by mutually understanding objectives and participating in programs.

Examples of hazing include, but are not limited to:

- A pledge/new member activity that active members do not participate in. No pledge/new member should be involved in an activity that the active members don't do. There should be an equal number of actives and new members, and the actives must be participating in the same manner as the new members (i.e. not just sitting around watching them clean...everybody helps)
- Sleep deprivation– New member activities should not go on between 12:00 am—7:00 am
- Any activities that interfere with academics
- Physical or verbal harassment
- Any form of questioning under unnecessary pressure or in an uncomfortable position. Ex. – a new member should not be verbally abused after missing a question
- Mandatory workouts – While working out may be “healthy,” there are risks associated with making someone work out. If someone falls and breaks a leg, or passes out and hits their head, the chapter will be liable.
- Requiring new members to wear ridiculous costumes or perform ridiculous activities, or having them all wear the same clothing item(s)
- Silence periods of any kind
- Requiring new members to call active members Mr., Miss, etc. You should address new members and brothers exactly how your headquarters prescribes.
- Requiring new members to perform personal service to active members such as carrying books, running errands, performing maid duties, etc.
- Stealing of any kind
- Requiring only new members to enter through the back door
- Scavenger hunts of any kind
- Line-ups

Hazing is prohibited and any member failing to comply with this policy is subject to disciplinary action. This policy pertains to all pledge, active and alumni/ae members of the Fraternity/Sorority.

All members are subject to federal, state and local laws, and rules and regulations of the institution.

New Member Educator signature

Date

Phone #

Chapter President Signature

Date

Phone #

Chapter Advisor Signature

Date

Phone #

New Member Education Guidelines

1. Fraternity/Sorority membership is open to all full time members of the student body. As part of the University community, fraternities and sororities must not discriminate on the basis of race, religion, color, national or ethnic origin, age, handicap, or military service. The local chapter is responsible for the decisions on membership selection.
2. No more than twelve hours of activities per week may be required, not including study hours.
3. Because new members must be allowed time for sleep and study on evenings prior to classes, no activities may occur from 12:00 a.m. to 7:00 a.m. Monday through Friday. On no more than one occasion per week, new members may gather for a chapter related activity prior to classes at 7:00am. Additionally, activities such as this should be included on the calendar and approved by Chapter Advisor and Assistant Dean of Student Activities.
4. Academic performance by a new member class must take priority over new member activities. No required new member activities may be scheduled which conflict with academic commitments.
5. No alcohol shall be present at any pledge/associate member/novice program, activity or ritual of the chapter, nor should alcohol ever be given as a gift from Big Brother/Sister to Little Brother/Sister or vice versa.
6. All forms of hazing are prohibited.
7. Contents of the new member education program must be approved by the Chapter Advisor and Assistant Dean for Student Activities. Once approved, it must not be altered without approval by the Chapter Advisor and Assistant Dean for Student Activities. Contents of the new member education program include the following:
 - **The New Member Education Program Cover Sheet.** This will include the Anti-hazing statement, signed by the president and new member educator on behalf of all chapter members. This should be submitted as the coversheet to the new member education program.
 - **Statement of Purpose, including mission and goals of the program.** This should be a paragraph introducing the principles of the fraternity/sorority and the primary objectives of the program.
 - **Outline of New Member Education Program.** This should be an outline of what is in the binders as well as a list of what the new member education program will consist of.
 - **Expectations of a New Member.** New members should be told in the beginning everything they will need to accomplish as a new member. Examples include GPA requirement, community service hours, study hours, chapter activities, etc.
 - **Expectations of an Active Member.** New members should know what will be expected of them as an active member.

- **Scholarship Program.** School should be the new member's number one priority while pledging. Programs should be set up and enforced that emphasize the importance of academics, and new member activities should never interfere with studying for serious projects or exams. Exact locations of your study hours should be listed in the program. University buildings can be reserved for study hours.
- **Community Service Opportunities.** Service is an important aspect of all Fraternities and Sororities. It is important that new members understand that membership in a fraternity/sorority will entail community service.
- **Leadership Development.** Leadership is an important aspect of fraternity/sorority. Leadership should be nurtured in the new members from the beginning of pledging. New members can learn leadership skills through responsibility or by holding elected positions in the new member class, and pairing the new member officers with their chapter counterparts.
- **Big Brother/Big Sister Program.** A Big Brother or Big Sister, when used correctly, can provide valuable resources for the new member, and can help the new member become better acclimated to fraternity/sorority life. A list of expectations should be articulated in the program for the big brothers/sisters, including academic support and integrating the new members into the chapter.
- **Recruitment Process.** New members should learn the recruitment process to better understand the processes and guidelines individual fraternities set in accepting new members. This education should include the identification of men/women not involved in fraternity/sorority life and introducing them to their fraternity/sorority through the 5-step model of recruitment: Meet him/her, Make him/her your friend, Introduce him/her to your friends, Introduce him/her to the fraternity/sorority, Ask him/her to join. New member classes can plan recruitment events to help establish the next new member class. This will also give them great tools for the following semester.
- **Campus Involvement.** It is important that new members are involved in organizations outside of the fraternity/sorority community. Fraternities and Sororities should consider requiring their new and active members to join at least one organization outside of your chapter. This is an excellent way to diversify your fraternity/sorority and develop leaders outside of the chapter.
- **Chapter History.** Education about your fraternity/sorority is very important. Please include the basic information you plan to teach the new members, including the methods that you plan to use to test them.
- **F/S Community Information.** New members should know the following about the F/S community; all chapters at Florida Tech and when they were founded, the functions and responsibilities of the Interfraternity Council or Panhellenic Council (policies should be included in the new member binder), and the location of the Student Life Office.

- **Membership Contract.** A membership contract should be included for each new member. This contract should include all requirements for initiation into the chapter and remaining an active member.
- **Financial Information.** New members should have a break down of all of the costs for membership and dues.
- **Letter to Parents sent at the beginning of process.** Communication with the parents is critical in the new member education process. Fraternities/Sororities should communicate with them on a regular basis. New member educators should send a letter immediately following bid acceptance introducing him/her to the family and providing contact information. Parents should be encouraged to call the fraternity/sorority if there are perceived problems with the new member process. The initial letter that will be sent by the new member educator should be submitted with the program.
- **Explanation of confidential reporting system for hazing violations within chapter.** New members should have the ability to talk with the active members regarding any hazing activities. The chapter should have a system in place that encourages new members to come forward to the actives regarding hazing incidents that may have occurred.
- **Calendar of all new member and chapter events, including dates and locations.** All new member activities (including dates and times) should be listed on a calendar of events for the new member program.
- **Binder for each new member.** This binder should contain all pertinent information regarding the new member program, including all expectations, contracts, programs, and calendar of events. Essentially this binder should include all information submitted to the Chapter Advisor and Assistant Dean for Student Activities.

Hazing Examples from FIPG Manual...If you have to ask, it probably is!

Adopted from the FIPG Risk Management Manual

Hazing is a criminal offense in more than 38 states! Insurance does not cover a felonious act! This list of hazing activities, including examples, is intended as a guide. It is NOT complete. Almost anything that pledged members have to do and initiated members don't, is hazing. Would you feel comfortable if the parents of your pledged members were present?

Remember, consent by a pledge or chapter member is no defense to hazing.

- Forced road trips off campus, kidnaps of pledged or initiated members. This prohibition is not intended to abolish trips to other chapters, headquarters, and the like. It is meant to abolish situations in which pledged or initiated members are bound, gagged, or otherwise restrained or left stranded in the middle of nowhere, or any other like activity.
- Any form of forced physical activities and exercise, whether extreme or not (e.g., push-ups, sit-ups or other calisthenics, runs, walks, etc.; whether on a regular surface such as land or a floor, or in some substance such as mud, snow, etc.)
- Squirting pledged or initiated members with hoses or fire extinguishers
- Scavenger hunts, whether or not such hunts promote theft, vandalism, destruction of property, and humiliating public acts
- Paddling, paddle swats, or any other striking, beating, or hitting
- Kidnappings; transporting a pledged or initiated member against his or her will
- All night work or study sessions
- Forcing or requiring pledged or initiated members to ingest any liquid or solid matter, edible or non-edible (e.g., any alcoholic substance, chewing tobacco, goldfish, raw onions, spoiled food, etc.)
- Dropping food (eggs, grapes, liver, etc.) or any other item into the mouths of pledged or initiated members
- Requiring pledged or initiated members to wear unusual, conspicuous, embarrassing, or uncomfortable clothing, or clothing that is not normally considered to be in good taste (e.g., burlap underwear)
- Uncomfortable or inconvenient sleeping arrangements, including sleeping outdoors
- Pledged member-initiated member games designed to physically harm members of the pledge class
- Pledged member shows performed in front of brothers or sisters
- Sleep deprivation - waking up pledged members repeatedly during the night (pledged members must be allowed at least six continuous, uninterrupted hours of sleep each night, including during pre-initiation and initiation)
- Humiliation in front of non-members by reference to pledge ship
- Verbal abuse such as calling a pledged member "scum" or "maggot"; yelling and screaming at pledged members
- Line-ups of the pledge class, or grilling individuals or groups of pledged members with questions of any kind.
- Preventing a pledged member from practicing personal hygiene, including making him or her wear the same clothes for a week
- Jumping on the "nail" (which actually is a piece of aluminum foil)
- Entering the chapter house only through a window
- Penalizing pledged members in any way for not having dates to specific events

- Forcing an individual to participate in any activity or become involved in any situation that is in violation of federal, state or local laws; contrary to the person's genuine moral or religious beliefs; or contrary to the rules and regulations of the educational institution or the national fraternity/sorority
- Carrying or wearing objects designed to make the pledged or initiated member look foolish
- Physical or mental shocks, regardless of degree or nature
- Unwarranted touching of the body
- Ceremonial burials
- Degrading games and activities
- Public stunts of buffoonery
- Tests of courage, bravery
- Tests of stamina
- Any situation that risks serious harm or damage to an individual, whether physical or mental
- Any activity that might reasonably bring physical harm to the individual
- Any activity that would degrade or otherwise compromise the dignity of the individual
- Any activity that requires an unreasonable or inordinate amount of the individual's time, or in any manner impairs the individual's academic efforts
- Any activity that makes the individual an object of amusement or ridicule
- Subjecting pledged members to rough-house practices
- Dangerous stunts
- Nudity at any time; causing a pledged or initiated member to be indecently exposed or embarrassed
- Wearing or carrying items such as coconuts, helmets, burlap bags, paddles, bricks, or rocks
- Throwing whipped cream, water, paint, etc. on a pledged or initiated member
- Extremely loud music or many repetitions of the same music played at any time including during pre-initiation week or between portions of the ritual)
- Pushing, shoving or tackling pledged members
- Rat Court, Kangaroo Court, or other individual interrogations
- Memorization of stories, poems, or information not directly related to your chapter
- Putting pledged members in a room that is uncomfortable (noise, temperature, too small) at any time (including during pre-initiation activities or between portions of the ritual)
- Personal errands run by pledged members for initiated members (servitude)
- Assigning pranks such as stealing, painting objects, panty raids, or harassing another organization
- Initiated members intentionally messing up the house or a room for the pledged members to clean
- Pledged members not permitted adequate time for studies (including during pre-initiation or initiation period)
- Deception prior to the ritual designed to convince a pledged member that he or she will not be initiated
- Lengthy work sessions
- Constantly, or many times a day, or routinely every day, asking pledged members to think about what to expect in the initiation ritual
- Keeping information from the pledged members prior to initiation (date of initiation, time required each day for fraternity/sorority duties, etc.)

- Pledged members expected to do anything exclusively for the entertainment of the initiated members
- House duties and cleaning for pledged members that would not normally be assigned to members and that are not shared by initiated members
- Pledged members expected to do anything that initiated members will not do with them
- Black books, name lists, paddle, etc. on which signatures must be obtained. If these are solely for the purpose of getting to know each other and for no other purpose, and as long as the time and the place set for getting signatures are reasonable, this activity is not objectionable
- Pledged versus initiated members in athletic contests that are purposefully unfair and do not promote friendly competition, or instead of teams composed from both groups
- Proof that “every man must be a man”
- Instilling humility in pledged members
- Tradition: “We did it, why shouldn’t they?”
- The marking or branding of a pledged or initiated member
- Preventing a pledged or initiated member from attending class
- Running stairs while reciting material
- Purposeless runs for the sake of creating unity
- Pledged or initiated members vehemently booed or hissed at or demeaned when they make a mistake in recitation in front of the chapter
- Having pledged members write lists of their faults, sins, believing they must read them to other members
- Bracing and finger snapping in pledged members’ ears
- Any violation of Ritual instructions, procedures or statutes
- Blindfolding pledged members (except for initiation if required by your Ritual)
- Use of ice, water, fire, or food in a manner not consistent with their proper use
- Any use of materials (nails, lumber, clothes, silverware, etc.) in any pledged member activity not consistent with their proper use
- Excessive or particularly hard questioning of pledged member over chapter information; abusive and extremely pressured questioning of any kind
- War games or any other similar games
- Hot or cold (ice) baths
- Creation of excessive fatigue
- Ditches
- Goat rides
- Ridiculous work assignments, e.g., cleaning floors with toothbrushes, etc.
- Harassing other fraternities or sororities
- Not being allowed to eat for any reason
- Memorization of stories, poems, or information not directly related to your chapter (particularly when profanity is included)
- Polling, dunking, or showering any member (pledged or initiated) because of an engagement or birthday
- Any special pre-initiation activities which do not contribute to the development of the member.

Penalties for hazing are very severe. There is no room for error. If you think it’s hazing, it probably is. Don’t put yourself in a situation that could jeopardize the chapter or any member. This is a very serious matter.

Alternatives to Hazing
Adopted from the FIPG Risk Management Manual

When organizations are challenged to eliminate hazing practices, some members are often resistant to this change. In many cases, those who are most vocal against eliminating hazing are those who are bitter and angry about the hazing that they themselves endured (but don't admit this publicly) and expect that others should be abused in order to gain "true" membership in the group. You will also find that some of these folks are likely to be bullies of the group—people who enjoy a "power trip" at the expense of someone else. Of course, if you try to eliminate hazing in your organization, you will likely encounter many elaborate reasons for why this will be devastating for your group. While there will be some staunch supporters of the status quo, there will be many who can be convinced of the negative effects and potential risks of hazing. Believers in the supposed "benefits" of hazing may be more likely to change their opinion if they can envision some alternatives. The supposed "benefits" of hazing follow in bold with non-hazing alternatives to accomplish the same goal listed alongside.

Some specific means to eliminate hazing and make pledge ship a challenging, positive experience:

1. Develop chapter unity of both pledged and initiated members:

Involve pledged members on chapter committees, attend chapter meetings, hold sports events with mixed teams of pledged and initiated members and have an all chapter/pledge class retreat. Clean the chapter room together. Pledges work together on a community service/chapter improvement project.

2. Promote scholarship:

Take advantage of university academic and tutoring services, designate quiet hours on your chapter's halls, invite university speakers to discuss test-taking skills, study methods, etc.

3. Develop problem-solving abilities

Have pledged members discuss chapter weaknesses such as poor rush, apathy, and poor scholarship. These solutions should be shared with the initiated members. The pledge class should then be involved in the implementation.

4. Develop social skills

Hold a seminar on table etiquette and other social graces; plan a seminar with college resources on effective communication skills, body language, eye contact, and other aspects of communicating.

5. Instill a sense of brotherhood or sisterhood

Plan special events when the entire chapter gets together, e.g., attend a movie, play, professional sports game, etc.

6. Build awareness of chapter history

Invite an older alumna or alumnus to talk about the chapter's early days, its founding, special chapter traditions, and prominent alumnae or alumni.

7. Develop leadership

Assign each pledged member to a chapter committee. Expect the pledge class to plan and implement its own activities. Encourage participation in campus activities outside of the sorority or fraternity. Have the pledge class elect their own officers.

8. Develop knowledge of the FSL community

Invite the Panhellenic, IFC President or the Assistant Dean for Student Activities to speak about the FSL community, covering the purposes of fraternities and sororities, the regulations they formulate, and the goals and expectations of the FSL system.

9. Aid career goals

Use college resources for seminars on resume writing, internships, the job search, job interview skills; invite different alumnae or alumni to speak on various careers.

10. Involve pledge members in the community:

Visit a nursing home or youth center to sing, play games, or just talk; get involved with Big Brothers/Big Sisters of Nashville or other Big Sister/Brother groups. Such involvement should continue well after initiation.

11. Improve relations with other F/S member

Have new member classes get together to plan joint social or service activities; pledged members plan a cook-out with another pledge class, followed by a sports activity (softball, volleyball, etc.).

12. Prohibit all alcohol

Since your pledge members almost certainly are underage, alcohol has no place in any pledged member activity and is specifically prohibited under the FIPG Policy.

Remember: The best pledge education activities are those wherein the pledges and the chapter members are working together in the activity.

Programming:

- Serenade - All chapter members serenade new members or other groups.
- Attend University football, softball, basketball events together.
- Retreats attended by actives and new members.
- Each initiated member writes a page about him/herself for new members. Pages are put into a book and can be given out during pledging. New members do the same for initiated members.
- Have study buddies to encourage new members to make grades for initiation.
- Have secret brothers/sisters - (great way to get to know each other.) (This also can be done within the pledge/new member class to encourage new members to get to know each other.)
- Sponsor a dinner at the house for pledge/new member class presidents of other chapters.
- Send letters to the parents of the new members and share with them how joining your chapter can help their son/daughter during his/her college years.
- Invite parents to an event scheduled over Parents Weekend.
- "Build a Crest" - Each new member starts with a blank crest. As he/she learns things about the chapter, he/she adds to his/her crest.
- Have VIP - Very Important Pledge for the Week award.

- Have pledge/new member class officers lead the class meetings.
- Movie Nights - All gather at house or someone's room, with popcorn and soda to watch TV.
- Place an ad in the campus newspaper to welcome the new members. Place another at initiation.
- Use a bulletin board as the pledge/new member class board. Put pictures and captions of them up along with their interests, to help the initiated members learn more about them.
- Have initiated members responsible for planning some type of surprise for the new member meetings each week. (Ex.: refreshments)
- Have planned get-togethers with new members and different people in the chapter. For example, have a party with all sophomores and new members, all juniors and new members, etc.
- Have different chapter officers pair up with the pledge/new member class officer once a week to discuss what each is doing with his/her office.
- Have the Pledge Educator and/or the Pledge Committee call each new member once each week just to see how things are going with the program. Ask about suggestions, problems, etc.

Repercussions for Hazing

The repercussions for hazing vary widely depending on a number of factors. Additionally, repercussions need to be taken within the chapter. Provided below are examples of how things may be handled from the fraternity/sorority, Interfraternity/Panhellenic Council, and Florida Tech.

Repercussions within the Fraternity/Sorority

If an individual engages in hazing activities, that individual should be disciplined within the fraternity/sorority. Depending on the severity of offense, penalties may include:

- Expulsion from the fraternity/sorority (no longer a member)
- Suspension from the fraternity/sorority until graduation (immediate alumni status)
- No interaction with new members
- Loss of social privileges
- Fine
- Additional community service
- Written warning
- Etc.

In all cases individuals who are suspected for hazing should be brought before the chapter's internal judicial body and dealt with accordingly. The IFC, Panhellenic, and the University will look to each chapter to uphold the no-hazing policy. Chapters that fail to deal with their members internally will face far stricter penalties through the IFC or Panhellenic Judicial Policy.

Repercussions from IFC/PHA/University

The IFC, Panhellenic, and Florida Tech have a zero tolerance policy for hazing. Any and all hazing activities are dealt with in a serious manner. Like within your chapter, the repercussions vary widely depending on how the fraternity/sorority responds and the seriousness of the offense. Penalties for hazing may include:

- Expulsion from the University, with no chance of return
- Suspension from the University, with a return to campus possible
- Probation for an extended period, which may include loss of social privileges
- Alternative sanctions, which may include community service, education of the chapter and Florida Tech FSL community, etc.

Factors used in determining a proper sanction for hazing include:

- Severity of the offense.
- Truthfulness of those involved. Chapters that cooperate and are honest throughout the investigation will be looked upon favorably.
- Past history of the chapter. If a chapter has a history of hazing violations and violations of other University policies, that will be looked upon negatively.