

Caitlyn Colea



For Southwest District President

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Letter of Intent

Dear Brothers of the Southwest District,

I am writing to express my enthusiasm and intent to run for the position of Southwest District President. My name is Caitlyn Colca, and I am a junior Music Education major at the University of Houston, Go Coogs! Throughout my time as a brother, I have had the honor of serving Kappa Kappa Psi in several leadership roles, including Chapter Treasurer (2024-2025), Chapter President (2025-2026), and Southwest District Secretary/Treasurer (2025-2026). Additionally, I have served on the National Membership and Chapter Support Committee since the fall of 2025. Beyond elected positions, I have actively sought opportunities to grow as a leader. I have completed the first level of the Founder's Circle Leadership Development Program and am currently working toward the second level. Through these experiences, my passion for student leadership, brotherhood, and strengthening our fraternity has continued to grow.

I am inspired to run for district office because I truly love serving this fraternity and giving back to an organization that has profoundly shaped my college experience. I bring strong organizational and interpersonal skills to my leadership, including attention to detail, creativity, and intentional goal-setting. Having served both as a District Officer and as a Chapter President, I understand the capabilities of district council as well as the support chapter leadership needs in order to thrive.

Serving the Southwest District this past year has been an incredibly rewarding experience, and I would be deeply grateful for the opportunity to continue serving at the district level as President. I have cherished the opportunity to connect with chapters across the district and to meet the dedicated brothers who make the Southwest District such a special place. I hope that through this application, you can see my eagerness to serve, my qualifications, and my genuine love for this brotherhood.

Thank you for your time and consideration!
Caitlyn Colca
Southwest District - Secretary/Treasurer
Beta Sigma Chapter President

Resume

Education

University of Houston, Moores School of Music Houston, Texas

8/2023-present

- GPA: 3.658
- Working towards a Bachelor of Music in Music Education
- Studies flute with Peggy Russell

Lone Star College Cy-Fair Houston, Texas

8/2020 - 5/2023

- GPA: 3.67
- All classes taken in a dual enrollment program while in high school

Work Experience

Flute Lessons Teacher Cypress Ranch High School/Smith Middle School/Cobb Middle School

2/24- present

- Works with flute players in the program to gain better playing fundamentals and work on Solo and Ensemble/Region band preparation

Marching Tech Langham Creek High School

7/24- present

- Works with members of the marching band to gain better fundamental marching skills, cleaning drill, and rehearsal procedures

Ensembles

University of Houston Marching Band/Cougar Brass Member (Baritone)

8/2023-present

- Attends rehearsals multiple times a week, working to support the University of Houston Football, Volleyball, and Basketball teams and encourage spirit throughout the University

University of Houston Concert Band Member (Flute)

8/2023-present

- Attends rehearsals multiple times a week, working on high-level concert band music, gaining better ensemble, and playing fundamentals

Kappa Kappa Psi

Beta Sigma Chapter

4/2024- present

Chapter Treasurer/District Liaison (2024-2025)

- Volunteering and supporting the Spirit of Houston and the greater music community, through service, music, leadership, and brotherhood
- Creates budget, plans fundraisers, and organizes chapter and individual dues payments
- Works as a line of Communication between the Beta Sigma chapter and the Southwest District

Chapter President (2025-2026)

- Manages an executive team of 10 people and a chapter of over 25, making sure all events run smoothly, managing interpersonal conflict among members, and keeping communication with chapter sponsor and the director of bands
- Enacted many chapter indicatives including but not limited to, weekly conversations about the meaning of our rituals, encouraged participation in national month of leadership (Including group leadership building actives, and multiple presentations on leadership), centered chapter on strategically planed events, national and district level participation, making an animate point to support all brothers in all they do to make everyone feel included in the fraternity

Southwest District

2/2025- present

Jurisdiction Committee (2025)

- Meets with 6 members from around the district to discuss possible changes to the constitution to be presented at the upcoming district convention

Secretary/Treasurer (2025-2026)

- Represents brothers from chapters throughout the states of Texas, Louisiana, Arkansas, Oklahoma, and New Mexico, with a team of five other officers
- Manages and updates the district's website, takes minutes during meetings, maintains regular communication with multiple chapters, works towards planning the 2026 Southwest District Convention, and manages the district budget

Nationals

7/2025-present

Membership and Chapter Operations Committee (2025-present)

- Meets with active members and alumni from all over the country to work to better the national programming of the organization to allow better experiences for student members

10/2025

William A. Scroggs - The Individual Leader (Level 1)

- Completed William A. Scroggs Individual Leadership (Level 1) program, developing self-awareness of leadership strengths and weaknesses, applying emotional intelligence and accountability principles, and articulating leadership values within team and organizational contexts.

Platform

My Vision

I believe I would be an effective Southwest District President because I am organized, collaborative, and deeply familiar with both district operations and chapter needs. Through my experience serving on District Council and as a Chapter President, I understand what chapter leadership needs in order to succeed. I value clear Communication, Collaboration, and most importantly, building **Trust** across our Brotherhood.

My vision for the Southwest District centers on **Engagement, Community, and Trust**. By strengthening relationships between chapters and district leadership, we can create a district where every brother feels **Connected** and supported. My goal is to expand district-wide **Engagement**, foster a stronger **Community** among our chapters, and create more opportunities for brothers to get involved. Through **Consistent** outreach and open communication, we can build **Trust** across the district and encourage more chapters to actively participate in district programming. Increased **Engagement** will lead to stronger collaboration, higher attendance at Conventions and Development Days, and ultimately a more **Connected** brotherhood.

Together, we can Engage, Connect, and Build Trust across the Southwest District!

Platform

Engage

Engagement is essential to building a strong and active Southwest District. While district email communication has been effective, I believe we can further strengthen **Engagement** by creating more opportunities for direct interaction between district leadership and our chapters. To support chapter leadership, I propose implementing semesterly one-on-one check-ins between District Officers and their assigned Chapter Presidents. These meetings would provide time to review important deadlines, walk through required forms, and answer questions in real time. By offering **Consistent** and **Personalized Support**, we can help ensure Chapter Presidents feel confident in their responsibilities while continuing to improve on-time submissions and overall chapter success.

In addition, I would like to introduce District Officer Office Hours, where district officers host scheduled online times for brothers across the district to drop in, ask questions, share ideas, or simply **Connect**. Hosting these sessions through our Southwest District Discord business channels would make them easily accessible for brothers from all over the district. These spaces would encourage open communication, strengthen relationships with district leadership, and help increase activity and **Engagement** within our district **Community**.

Through these efforts, we can create more opportunities for brothers to participate in district conversations, strengthening **Engagement** throughout the Southwest District.

Platform

Connect

A strong Southwest District relies on meaningful **Connections** between the District Council and chapters. To strengthen these **Connections**, I would work closely with the Vice President of Leadership and Development to host multiple Development Days throughout the year, providing more opportunities for leadership training, collaboration, and chapter **Engagement**. I would also like to incorporate interactive activities; these events would allow brothers to meet, share ideas, and build relationships beyond their own chapters.

In addition, I propose a structured officer training initiative to support chapter leaders better. To support these officer trainings, I would encourage district officers to utilize the resources already provided by nationals. Incorporating these materials will ensure our trainings are **Consistent** with national expectations. When possible, I would also like to invite representatives from National Headquarters to participate in or present during these sessions, providing officers with additional expertise, insight, and direct access to the resources available to them. These sessions would be offered at the start of each semester via Zoom, with optional summer officer preparation days, allowing officers across the district to **Connect**, collaborate, and problem-solve together. Virtual access would ensure all chapters can participate.

Through these initiatives, more **Engaging** events and **Consistent** officer support, we can **Connect** brothers across the district, foster stronger chapter collaboration, and create a more active and involved Southwest District!

Platform

Trust

Building **Trust** within the district begins with strong collaboration and accountability within the District Council. As District President, I would implement bi-weekly meetings with the district officer team to provide **Consistent** opportunities to work on assignments, share ideas, and support one another in our roles. These meetings would allow officers to collaborate, problem-solve together, and strengthen our **Connections** as a District Council.

Regular communication would also help ensure that each officer remains supported and held accountable in their responsibilities. By creating a space where officers can openly discuss progress, challenges, and goals, we can maintain transparency and ensure that we are all prioritizing the success of the Southwest District. Through **Consistent** teamwork and communication, we can build **Trust** within the District Council and better serve the Southwest District.

Closing

Overall, I hope to **Engage, Connect,** and Build **Trust** across the Southwest District. By uplifting communication, strengthening our organizational structure, and promoting servant leadership, we can ensure that every chapter feels valued, represented, and **Connected** through the District Council and the brotherhood of the Southwest. My goal is not only to fulfill the duties of District President, but to serve the Southwest District with integrity, represent every chapter with intention, and support our brothers as we continue striving for the highest.

Hunter Burks

Secretary of Beta Sigma

University of Houston

09 February, 2026

Dear Southwest District Nominations Committee,

It is my pleasure to recommend Caitlyn Ann Colca for consideration of the President position in the Southwest District Council. During my time as Secretary of the Beta Sigma chapter of Kappa Kappa Psi, I have gotten to learn about and acknowledge a lot of the spectacular skills she possesses, and how she puts it to wonderful use for the greater good of the fraternity, and her surrounding brothers. As a cause of this, I believe she would be an outstanding candidate for the President position due to her amazing work ethic, outgoing and jocular personality, and knowledge of the insides and outs of the Kappa Kappa Psi fraternity.

Throughout her time as a brother of Beta Sigma, Caitlyn has served as the chapter's Treasurer and now currently as the President, and whilst fulfilling those positions has shown great qualities of what a brother should strive to be as a leader. She has proven to be punctual, diligent and overall reliable when it comes to fulfilling her duties in both positions. As an example, as President of Beta Sigma she has done an amazing job of not only fulfilling her own responsibilities, but that our other executive team members are fulfilling their duties as well, showing her desire for the chapter to strive for the highest at all times.

It has also been an honor to have her serve as the Southwest District's Secretary/Treasurer, as she uses her position to strive for greatness in both her own home chapter as well as across the district. When it comes to her own chapter, she makes the chapter aware of district events such as Founder's Circle talks, ChopShops, and more, so that our brothers can attend given events and learn and become better leaders, musicians and brothers. She also leaves a sanguine impact on the Southwest District as a whole, actively keeping chapters up to date on upcoming events and keeping up with their duties, as well as attending events such as District Development Days.

In conclusion, Caitlyn Colca in her time in Kappa Kappa Psi has proven to be an amazing brother, and more importantly an amazing candidate for the President position. Her actions as a brother have proven to be selfless and to always have the best interest of the fraternity and those who belong inside. She embodies the model of a great brother and the fraternity motto: Strive for the Highest.

AEA,

Hunter Burks

Secretary of Beta Sigma

University of Houston