2009-10 Greek Chapter Annual Report and Standards of Excellence Awards Application

All completed applications and reports are due in the CSIL to Michael Berger by 5:00 p.m. on Friday April 9, 2010. No late applications will be accepted.

If you have any questions or concerns please contact Michael Berger Coordinator of Fraternities in the CSIL at 262.6252
Chapter Annual Reports and completed applications must be turned in by 5:00 p.m. by Friday, April 9, 2010 to Michael Berger in the CSIL, Plemmons Student Union, room 219. Late reports will not be considered for annual awards under any circumstances. Please include all of the information requested within each report/award section. The directions for each section of the report are specific; please follow the directions carefully. Information that is collected directly by the Lee H. McCaskey Center for Student Involvement and Leadership is indicated in the applicable sections (i.e. Standards of Excellence).

A Greek Standards and Awards Committee of students, faculty, and staff will review the reports and determine whether standards have been met and if organizations are eligible or qualified for an award.

All hard copy reports/applications must be typed and stapled or bound. You may alternatively submit the Annual Report and Awards Application via electronic format (disc or email attachment). Please attach or order your response for each area to this information packet in the order provided on the description pages.

Please NOTE you ONLY need to turn in page # 6 from this packet and ONLY the sheets for the awards your Chapter is applying for. Do not turn in the entire packet.

2009-10 Greek Awards & Recognition Banquet

Tuesday April 20, 2010

6:00 PM

Blue Ridge Ballroom, PSU

If you have any questions or concerns please contact Michael Berger Coordinator of Fraternities in the CSIL at 262.6252
Standards of Excellence Reporting Areas

(Bronze Chapters) Chapters of Minimum Standing - These will be the baseline expectations for Greek chapters to be fully recognized by the University. If chapters do not meet these minimum standards, they will be considered “non-compliant” chapters and will be given 1 semester to meet expectations before being placed on council probation (see below for a more complete definition of probation). If a chapter remains on probation for more than 3 consecutive semesters they will be reviewed and considered for closing or other sanctions:

a. 2.5 Chapter and 2.5 New Member Class GPA for all councils (to be determined by CSIL SDR grade reports)
b. 1 chapter wide community service/philanthropy project per semester (must be verified by service report form in packet)
   - expectation is that all members participate with work, personal or academic excuses accepted on a case by case basis
c. At least one faculty/staff advisor - does not have to be a member of the organization (will be verified by CSIL)
d. Minimum delegation requirement of PHC or IFC or NPHC (will be verified through council secretaries)
e. Dues paid to IFC/PHC/NPHC on time (will be verified through council treasurers)
f. Must have a weekly meeting on campus (will be verified through CSIL - exceptions can be made for those groups who require out of town advisors to be present for chapter meetings, i.e. NPHC groups)
g. Must submit a copy of the new member education program to Greek Advisor 2 weeks prior to recruitment period (submission will be verified by Greek Advisors)
   - document must include a timeline for the program including specific date new member period will end, all mandatory expectations of new members, a list of all approved activities to take place off campus, and contact information for new member educator
h. Must submit a copy of recruitment/intake schedule to council chair 2 weeks prior to recruitment period (if applicable) (submission will be verified by Greek Advisors)
i. Must have active chairs designated for areas of scholarship, housing, standards, recruitment, and community service (at minimum) (must be verified in annual report with a list of chair positions, name of member who holds office, and description of position)
j. SDR’s, new officer forms, and chapter rosters must be completed and submitted to CSIL on time (will be verified by CSIL)
k. Panhellenic Sororities must have designated residence hall floors filled (will be verified by CSLL)
l. Participation in All-Greek Community programs as requested (Greek Week, GLC, Greek 101, speakers, educational programs, etc.) (will be verified by councils)
m. Chapter fully insured with liability coverage *(this is a mandatory expectation of all chapters to exist- we will verify with a copy of insurance policy to be kept on file)*

n. Associate/new member programs shall last no longer than 8 weeks with opportunities to apply for extensions on a case by case basis *(will be verified by Greek Advisors)*
   - Applications for extension of new member period must include a rationale for extension, specific date to be extended to, and accompanying letter of support from faculty/chapter advisor.
   - An “associate member” period may follow the 8 week new member period if initiation ceremonies cannot take place immediately following conclusion of the new member period (i.e. for grade confirmation purposes).

o. risk management policy in place that addresses social function guidelines, alcohol use, fire safety, hazing, and sexual assault/abuse *(will be confirmed by submission of said policy with annual report packet)*

p. Alcohol free recruitment *(will be confirmed by review of judicial reports)*

q. chapters adhere to all national/international organization policies not addressed in this document *(will be confirmed by review of judicial reports and annual national office files)*

r. At least 1 officer has attended their organization’s regional or inter/national leadership conference/convention within the last year *(must be confirmed by chapters with a list of events and who attended in annual report)*
   - to include state leadership conferences and workshops

s. minimum membership levels must be consistent with expectations of individual council by-laws (PHC- 40, IFC- 15, NPHC- 1) *(will be confirmed via annual spring SDR reports)*

### (Silver Chapters) Chapters of High Standing

- These chapters go above and beyond minimum expectations in their chapter organization, scholastic achievement, and involvement in the campus community. Point Range: 60-85 pts

  a. Chapter and New Member GPA shall be within +/- .1 of all-men’s/all-women’s gpa (15 pts Chapter/15pts New Member) *(CSIL will verify through SDR grade reports)*

  b. Chapter is in Good Financial Standing with National Office and local council (10 pts) *(CSIL will verify through council treasurers and review of national office correspondence)*

  c. 50% of chapter is involved in at least one other campus organization or has a part-time job (10 pts) *(must be verified via chapter involvement form in annual report packet)*

  d. 2 chapter philanthropy/community projects per semester (10 pts) *(must be verified via chapter service form in annual report packet)*
     - at least one project per semester will be a campus based project such as Freshman Move In, Dance Marathon, or MLK Challenge

  e. At least 1 chapter advisor who is an initiate (5 pts) *(must be verified via annual report)*
does not have to live in Boone but meets with the chapter at least 2 times per semester

f. Membership must be within 5 members of Total for PHC groups following Formal Recruitment period, 90% of chapter avg. for IFC and NPHC (10 pts) (CSIL will verify through SDR reports)

g. Chapter has had no more than 1 judicial infraction in the last year as determined by the J-Board (10 pts) (will be verified through review of judicial records)

(Black and Gold Chapters) Chapters of Excellence - These chapters are models for the Greek community and have achieved the highest levels of standard bearing. Point Range: 60-80 pts

a. Chapter & New Member GPA is above .1 over all-men/women’s gpa (15pts Chapter/15pts New Member) (CSIL will verify through SDR grade reports)

b. 75% of chapter is involved in at least one other campus organization or has a part-time job (10 pts) (must be verified via chapter involvement form in annual report packet)

c. 3 or more philanthropy/community service projects a semester to include chapter participation in at least one campus based project each semester, i.e., Freshman Move In, Dance Marathon or MLK Challenge (specify what constitutes a “chapter participation” and what constitutes “campus based”, i.e. how many members)(10 pts) (must be verified via chapter service form in annual report packet)

d. An active Alumni Advisory Board with a minimum of two alumni serving and two on-campus meetings w/chapter per year (there may be some logistical issues for PHC sororities) (5pts) (must be verified via annual report)

e. Membership must be at or above Total for PHC groups following the Formal Recruitment period, 100% or more of chapter avg. for IFC and NPHC (10 pts)

f. 2 or more officers attend organization’s regional or inter/national leadership conference/convention w/in year (5pts) (CSIL will verify through SDR reports)

g. No judicial infractions as determined by J-Board (10 pts) (will be verified through review of judicial records)
Annual Report and Award Categories

(Complete the following information and submit this sheet with your report and award materials)

Chapter: ____________________________________
Contact Person: ____________________________________
ASU E-mail: ________________ Phone No: ________________

Fraternity
- Philanthropy / Community Service
- Innovative Programming
- Campus Involvement
- Greek Man of the Year
- Most Improved Chapter
- Chapter Standards of Excellence Awards (Bronze, Silver, Black and Gold)
- IFC Fraternity of the Year
- NPHC Fraternity of the Year
- Order of Omega Academic Excellence Awards
- Lee H. McCaskey Fraternity President of the Year
- Fraternity New Member of the Year

Sorority
- Philanthropy / Community Service
- Innovative Programming
- Campus Involvement
- Greek Woman of the Year
- Most Improved Chapter
- Chapter Standards of Excellence Awards (Bronze, Silver, Black and Gold)
- PHC Sorority of the Year
- NPHC Sorority of the Year
- Order of Omega Academic Excellence Awards
- Lee H. McCaskey Sorority President of the Year
- Sorority New Member of the Year

All Greek
- Julie K. Nagel Spirit Award
- Dr. Jim Avant Faculty Advisor of the Year
- Chapter Advisor of the Year
- Outstanding Alumni of the Year
Reporting Areas and Award Descriptions

Philanthropy/Community Service
Utilize the data sheet provided to include service projects, philanthropy events and fundraisers (on both national and local levels) accomplished between January 2009 and March 2010. In addition, you may attach additional pages briefly describing the event(s) in short paragraph format, including the names of the philanthropy, and any other relevant information. Be sure the data sheets include the percentage of the chapter involved (30 of 60 members = 50%) and dollar amounts raised if applicable.

Creative and Innovative Programming
In paragraph form, please describe in detail a project or projects that your chapter has implemented that you believe reflects a creative or innovative approach to an area of Greek Life. Programs can include but are not limited to:
- Academics
- Social
- Officer Transition
- New Member/Member Education
- Alcohol and Drug Abuse
- Sexual Assault
- Diversity
- Recruitment

Campus Involvement
Utilize the data sheet provided to illustrate the level of campus involvement of individual members of the chapter. The data sheet should include other clubs and organizations, jobs, and leadership positions.

Greek Man/Woman of the Year
This is the highest individual award for students within the Greek community. Nominees should be exemplary members, dedicated to not only their own chapter but to the overall success of the Greek community and Appalachian State. Include an essay (1000 word max), specifying why your nominee deserves the award. The nominee need not be a member of your own chapter. Include the following information for the nominee:
1. Greek offices held
2. Chapter Offices held
3. Other organizations in which the nominee is active and positions held (if applicable)
4. Academic honors
5. Other involvement
6. Other comments
**Most Improved Chapter**
Please compare and contrast in paragraph or chart form all areas in which your organization has significantly improved this year. Be as specific as possible in relating how and why your chapter has improved. You may also include any new or innovative programs you have implemented, i.e. new member programs, service initiatives, scholarship programs for members with low GPA, etc. Please limit your answer to 1000 words or less.

**Chapter Standards Awards**
The awarding of Bronze, Silver and Black and Gold recognition for chapters will be accomplished by the review committee after reviewing annual reports and assessing the level of achievement based on the ASU Greek Standards guidelines. The committee may ask that a representative(s) of the chapter meet with them to discuss any questions or address any areas not covered directly by the annual report. Chapters do not need to attach anything to the packet for this section.

**Fraternity/Sorority of the Year**
This award is the highest chapter award given within the Greek community. You may not apply for this award if your chapter has been on probation/suspension with either ASU or your inter/national headquarters during the period of January 2009 to March 2010. Recipients of this award will be the IFC Fraternity, NPHC Fraternity, PHC Sorority as well as NPHC Sorority. For this award please include the following in list format. Additional essay-style supporting information may be included.

1. List at least three projects on campus or in the community which your organizations participated (i.e. Dance Marathon, MLK Challenge, Wing a Palloza, Game Ball Run, etc.). Please provide the name of the project coordinator for your chapter, who benefited from the project, what percentage of your chapter participated, and what the coordinator of the project did to plan and organize the event. Also explain the overall impact on the chapter, campus and/or community and benefits of the events.
2. List and briefly explain any awards or recognition from your inter/national offices or Appalachian State that were received between January 2009 and March 2010.
3. List your chapter’s involvement in the ASU Greek community governing councils and all-Greek committees.
4. Comment on why your chapter should be considered for this award. Please be aware that your chapter data and information for all other report sections and awards will be taken into account for the judging of this award. You do not need to include any information you have already shared in this application. Please limit your answer to 1000 words. Feel free to include supporting documents such as letters of recommendation or commendation.
Order of Omega Academic Excellence Awards
Utilizing the grade reports generated by the Center for Student Involvement and Leadership, the review committee will award recognition for the top three chapters in the following areas:
- Chapter GPA (Spring and Fall)
- New Member Class GPA (Spring and Fall)
- Most Improved Chapter GPA (Spring and Fall)
- Most Improved New Member GPA (Spring and Fall)
In addition, all Greek students who made the Chancellor’s List will be recognized.
***Chapters do not need to submit any information for this section.

The Lee H. McCaskey Fraternity/Sorority President of the Year Award
This is the second highest individual award for chapter presidents within the Greek community. Nominees should be exemplary members, have shown outstanding dedication to their own chapter by going above and beyond the call of duty throughout his/her term in office. Nominees will be reviewed for not only their overall effort within their chapter but overall excellence within the Greek community. The nominees for this award will be reviewed and determined by the Greek Advisors.
***Chapters do not need to submit any information for this section EXCEPT a nominee to be considered from your chapter.

The Julie K. Nagel Spirit Award
This special individual award honors the memory and character of Julie Nagel, a new member of Alpha Delta Pi Sorority and an athlete on the ASU Field Hockey Team who the University community lost tragically during the Fall semester of 2005. Nominees for this award should be presented in an essay format of no more than 1000 words and should exemplify the commitment to brother/sisterhood, love of athletics and ASU, and passion for life that Julie constantly displayed. Only one award will be presented annually to either a fraternity or sorority member who best meets these criteria as determined by a separate committee. This committee will consist of the Greek Advisor, current President of Alpha Delta Pi Sorority, coach of the ASU Field Hockey Team, and a member of Julie’s family. ***Chapters are not required to submit a nominee.

Fraternity/Sorority New Member of the Year
This special award is to recognize any new member or recent initiated member within the Greek community. Nominees should be exemplary members, dedicated to not only their own chapter but to the overall success of the Greek community and Appalachian State. Include an essay (1000 word max), specifying why your nominee deserves the award. Please note that nominees may be current new members or initiated between August 2009 and March 2010. Include the following information for the nominee:
1. Greek offices held
2. Chapter Offices held
3. Other organizations in which the nominee is active and positions held
4. Academic honors
5. Other involvement
6. Other comments
Dr. Jim Avant Faculty Advisor of the Year
Chapters should nominate advisor(s) they feel they have contributed greatly to the success of their chapter or the Greek Community this past year. This award is designed to honor the faculty advisor who has gone above and beyond the call of duty. Please be very specific in relating why the advisor you nominate should win this award. Limit your answer to 1000 words or less. Below are a few questions to consider:

1. Is your advisor an initiated member an organization?
2. Does the advisor attend monthly Greek Life advisor meetings?
3. Do they attend weekly chapter meetings?
4. Is the advisor active in intramural activities, philanthropic events, etc?
5. How often does the advisor meet with officers/members of the chapter?

Chapter Advisor of the Year
Chapters should nominate an advisor they feel they have contributed greatly to the success of their chapter or the Greek Community this past year. This award is designed to honor the chapter advisor who has gone above and beyond the call of duty. Please be very specific in relating why the advisor you nominate should win this award. Limit your answer to 1000 words or less. Below are a few questions to consider:

1. Does the advisor attend monthly Greek Life advisor meetings?
2. Do they attend weekly chapter meetings?
3. Is the advisor active in intramural activities, philanthropic events, etc?
4. How often does the advisor meet with officers/members of the chapter?

Outstanding Alumni of the Year
Chapters should nominate an alumnus they feel they have contributed greatly to the success of their chapter, the Greek Community and to Appalachian State this past year. This award is designed to honor the Greek alumnus who has gone above and beyond the call of duty, not just monetarily but with overall dedication and excellence. Please be very specific in relating why this alumnus you nominate should win this award. Limit your answer to 1000 words or less.
Philanthropy / Community Service Award

Utilize the data sheet provided at the end of this packet to include service projects, philanthropy events and fundraisers (on both national and local levels) accomplished between January 2009 and March 2010. In addition, briefly describe below the event(s) in paragraph format, including the names of the event and agency served/philanthropy, and any other relevant information. Be sure the data sheets include the percentage of the chapter involved (30 of 60 members = 50%) and dollar amounts raised if applicable.

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Creative and Innovative Programming Award

Describe below in detail a project or projects that your chapter has implemented which you believe reflects a creative or innovative approach to an area of Greek Life.

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3. Do they attend weekly chapter meetings?
4. Is the advisor active in intramural activities, philanthropic events, etc?
5. How often does the advisor meet with officers/members of the chapter?

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### Fraternity & Sorority Service Project

**Data Sheet**

Chapter: ____________________

<table>
<thead>
<tr>
<th>Date of Project</th>
<th>Project Title</th>
<th># of Members Involved</th>
<th>Hours Contributed</th>
<th>$ Raised</th>
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Total Projects = ____________________

Avg. % Chapter = ____________________

Total Hours = ____________________

Total $ = ____________________
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<tr>
<th>Member Name</th>
<th>Campus Org. (y/n) &amp; #</th>
<th>Local Employment (y/n)</th>
<th>Leadership Pos. (y/n)</th>
<th>Description</th>
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<tr>
<td>Johnny Member</td>
<td>Y/ 3</td>
<td>Y</td>
<td>Y</td>
<td>SGA (sec.), Lax Club, FCA, works at Klondike (asst. manager)</td>
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<tr>
<td>Sarah Sister</td>
<td>Y/1</td>
<td>N</td>
<td>Y</td>
<td>Ambassadors (VP)</td>
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<td>% of Chapter Involved in at least 1 campus org.</td>
<td>% of Chapter with job</td>
<td>% of Chapter holding leadership pos.</td>
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