

Chapter Quality–Achievement Program

Preamble

Oklahoma State University recognizes the value of the Greek Community experience for its participants. Accordingly, the University encourages the participants to obtain outstanding levels of quality and to strive for continuous improvements. The primary purpose of the Chapter Quality-Achievement Program, a strategy for quality, is to recognize the Greek organizations at Oklahoma State University for their outstanding achievement in a number of areas. Its secondary purpose is to serve as a strategic planning system designed to enhance overall organization quality.

The participating organizations are not competing against one another for recognition; rather, they are assessing how well they uphold or meet the criteria that comprise the program. Therefore, no specified number of awards will be presented each year. Although participation in the Chapter Quality-Achievement Program is voluntary, participation is encouraged as a means of enhancing the Greek Community at Oklahoma State University.

A residual benefit of the Chapter Quality-Achievement Program is to provide a resource for the organizations that wish to improve their performance in one or more program categories.

Award Levels

The Chapter Quality-Achievement Program is comprised of two levels of awards:

Exemplary performance: Awarded to each organization that attains a minimum of 90 percent of the possible points.

Commended performance: Awarded to each organization that attains a minimum of 80-89.9 percent of the possible points.

Greek organizations that received either award are entitled to use this distinctive honor (*exemplary* or *commended*) in their various activities for the upcoming year. For example, during an organization's upcoming recruitment program, the organization is entitled to inform recruits that it is the recipient of the current year's *exemplary* or *commended* performance award.

Award Categories

The broad categories comprising the award include these:

1. Scholarship
2. Member Education
3. Recruitment Program
4. Alumni Relations
5. Financial Management
6. Philanthropy/Community Service
7. Brotherhood Unity
8. Chapter Management/Leadership
9. Individual/Campus Involvement
10. Physical Development
11. Spiritual Development
12. Social and Moral Development
13. Relationship with University and Administration
14. Relationship with National/International Office
15. Public Relations
16. Property Management
17. Relationship with Advisors/Housing Corporation
18. Risk Management
19. Discipline/Standards Board

Operational Aspects of Program

The award period is the calendar year, comprising the spring and fall semesters. The calendar year parallels the leadership terms in most organizations. Furthermore, using the calendar year enables the award-receiving organizations to be recognized during the Greek Awards Reception.

The applications for this award are to be put in a 3-ring binder, with a tab for each of the 19 categories listed above. The first page in the binder is the attached Application Form, which is page iii of this packet. The second sheet will be Tab 1; the third sheet will be the sheet with the heading "Scholarship," (page 1.1) etc.

In some of the categories, copies of certain pages of an organization's manual(s) will be provided. In other categories, the requested text information can be typed or handwritten in the space that is provided.

In cases where the category does not apply to the applicant's organization, i.e. no chapter house therefore no property management or no spring pledge class, indicate that situation on the appropriate page of the application. Provide any supporting documentation behind the appropriate page with the question number and letter indicated on the top of the page.

Applications for the award are due in the Office of Fraternity & Sorority Affairs no later than 4:00 p.m. on the fourth Friday of Spring Semester following the end of the award period (the end of Fall Semester).

Any organization that purposely distorts data/information in its application will be eliminated from consideration for that period and the following award period (a two-year period).

Organizations attaining either the *exemplary* or *commended* designations will receive appropriate and distinctive recognition.



Application Form

Chapter Quality-Achievement Program

Name of Greek Organization

Typed or Printed Name(s) of Individual(s) Responsible for Preparing Application

Typed or Printed Phone Number(s) of Individual(s) Listed Above

I certify that the information included in this Chapter Quality-Achievement Program Application is accurate to the best of my knowledge.

Signature of the Chapter President

Due to the Office of Fraternity & Sorority Affairs by February 8, 2019 by 5pm.

1.

1a) Scholarship: The purpose of this category is to recognize organizations for their scholarship efforts, to recognize those that improve their scholarship record during the award period, and to recognize those that have an effective scholarship enhancement program in place.

Grades:

1b) Spring Semester Grade Point Average

Members _____ New members _____ All Men's Average _____

(1 point for members' being above All Men's Average for current semester)

Only for organizations that have spring semester new members
(1 point for new members' being above Men's OSU Pledge Average for current semester)

(1 point for spring semester's members' grades higher than previous fall semester) List GPA _____

Members _____ New members _____ All Men's Average _____

(1 point for members' being above All Men's Average) _____

(1 point for new members' being above All Men's Average) _____

Only for organizations that have spring semester new members
(1 point for spring semester's new members' grades higher than previous fall semester: List GPA)

1c) Fall Semester Grade Point Average

Members _____ New members _____ All Men's Average _____

(1 point for members' being above All Men's Average) _____

(1 point for new members' being above All Men's Average) _____

(1 point for fall semester's members' grades higher than previous spring semester):
List member fall GPA _____

(1 point for fall semester's new members' grades higher than previous spring semester):

List new member fall GPA _____

(Overall GPA rank among fraternities spring semester) _____
(1 point for being among Top 6 fraternities) _____
(Overall GPA rank among fraternities fall semester) _____
(1 point for being among Top 6 fraternities) _____

1d) Does your organization have a minimum GPA for holding office?
_____ YES _____ NO If so, what is it? _____

1e) Does your organization recognize members/new members who attain high scholastic achievement? If so, in the space below, describe the nature of the recognition.

(1 point for having recognized members with high scholastic achievement): _____

1f) Does your organization recognize members who have most improved scholarship during either the spring or fall semester? If so, in the space below, describe the nature of the recognition.

(1 point for having improved scholarship recognition): _____

1g) Does your organization have an academic probation program for members who fall below a certain grade point average? If so, what is the GPA? _____ Describe nature of program in the space below.

(1 point for having an academic probation program): _____

1h) Does your organization have required academic progress reports for new members?

(1 point for having required academic progress reports for new member): _____

1i) Does your organization have required academic progress reports for members on academic probation?

(1 point for having required academic progress reports form members on academic probation) _____

1j) Does your organization have required study hall or other academic support for new members and/or members? If so, how many a hours per week are involved?

(1 point for having a required study hall or other support for new members/members) _____

1k) Does your organization have designated quiet hours during the week? If so, what are they?

(1 point for having designated quiet hours) _____

1l) Does your organization have any type of GPA competition? If so, describe nature of competition in the space below.

(1 point for having GPA competition) _____

1m) Has your organization received any recognition for its scholarship achievements either or both at the regional or national level? If so, place a copy of the recognition behind this sheet in your binder; mark the copy with 1-K at the top of each page.

(1 point for having GPA competition) _____

Total Points Accumulated in Section 1: _____

Total number of points possible for Section 1 (Scholarship): 20 (for organizations that have spring semester new members)

Percentage of points your organization accumulated in Section 1: _____

2.

Member Education: The purpose of this section is to recognize organizations that have an effective member education program, which includes the pledge program.

2a) Does your organization have written policies regarding member education? If so, provide a copy immediately behind page 2.3; mark the copy with 2-A at the top of each page.

(1 point for having written policies regarding member education) _____

2b) Does your organization have written policies regarding pledge education? If so, provide a copy immediately behind sheets for 2-A; mark the copy with 2-B at the top of each page.

(1 point for having written policies regarding pledge education) _____

2c) Does your organization have a written program outlining its pledge program? If so, provide a copy immediately behind sheets for 2-B; mark the copy with 2-C at the top of each page.

(1 point for having a written program outlining pledge program) _____

2d) Does your organization have a written policy regarding the hazing, including character degradation, of its new members? If so, provide a copy immediately behind sheets for 2-C; mark the copy with 2-D at the top of each page.

(1 point for having a written policy regarding hazing of new members) _____

Does your organization regularly review with at least 80 percent of its members in attendance the organization's written policy regarding hazing of new members and the nature of the sanctions that could be imposed on members/organization if found guilty of hazing?

Date of review:

Type of meeting at which review took place:

(1 point for review of policy and sanctions with at least 80 percent of members in attendance)

Date of review:

Type of meeting at which review took place:

(1 point for review of policy and sanctions with at least 80 percent of members in attendance)

Date of review:

Type of meeting at which review took place:

(1 point for review of policy and sanctions with at least 80 percent of members in attendance-bonus point)

Date of review:

Type of meeting at which review took place:

(1 point for review of policy and sanctions with at least 80 percent of members in attendance-bonus point) _____

2e) Does your organization provide its members with sexual awareness topics (substance abuse, AIDS, date rape, etc.), personal improvement topics, and career

development topics? This can be done by guest speakers. At least 75 percent of the members/new members must attend to receive points. Up to four points can be earned in this category.

Date:

Topic:

Speaker:

(1 point for having program with at least 75 percent of the members/
new members in attendance) _____

Date:

Topic:

Speaker:

(1 point for having program with at least 75 percent of the
members/new members in attendance) _____

Date:

Topic:

Speaker:

(1 point for having program with at least 75 percent of the
members/new members in attendance-bonus point) _____

Date:

Topic:

Speaker:

(1 point for having program with at least 75 percent of the
members/new members in attendance-bonus point) _____

2f) Did your organization initiate at least 80 percent of the total number of its new members during the year?

Total number of new members during the previous fall semester (semester before beginning of current award period):

Total number of these new members who were initiated at end of their new membership:

Total number of new members during the spring semester:

Total number of these new members who were initiated at end of their new membership:

List the reasons why new members were not initiated:

(1 point for initiating at least 80 percent of the total number of new members during the award period) _____

2g) Did your organization initiate at least 90 percent of the total number of new members during the year?

(1 point for initiating at least 90 percent of the total number of new members-bonus point)

Total Points Accumulated in Section 2: _____

Total number of points possible for Section 2 (Member Education): 9

Percentage of points your organization accumulated in Section 2:

3.

Recruitment Program: The purpose of this category is to recognize organizations that have an effective recruitment program in place that enables it to meet the organization's goals with regard to the quantity and quality of new members it is able to sign.

3a) Is your organization's Recruitment Program in total compliance with University policies? If not, explain below the nature of the deviation and provide a rationale.

(1 point for having a compliant Recruitment Program) _____

3b) Does your organization have an official/planned Recruitment Program? If so, provide a copy immediately behind page 3.1; mark the copy with 3-B at the top of each page.

(1 point for having an official/planned Recruitment Program) _____

3c) Did your organization get the number of new members that equals at least one-fourth of the chapter size (previous calendar year) during Spring and Fall Recruitment?

Chapter size during previous calendar year (count Spring and Fall semester):

Number of new members during Spring/Fall Recruitment

(1 point for having new members that equal 25 percent of chapter size) _____

3d) Did your chapter follow dry recruitment? Yes No

(1 point for following dry recruitment rules)

3e) Does your chapter have a written strategy outlining its recruitment Goals? If so, provide a copy immediately behind sheets for 3-A; Mark the copy with 3-E at the top of each page.

(1 point for having a written strategy outlining recruitment goals)

3f) Does your chapter have a recruitment committee comprised of Members AND alums?

Name of committee chair

Phone number

(1 point for having a rush/recruitment committee comprised of members and alumni)

3g) Does your organization maintain at all times a list of potential new members?

(1 point for having an on-going list of potential new members) _____

Total Points Accumulated in Section 3:

Total number of points possible for Section 3 (Recruitment Program): 7

Percentage of points your organization accumulated in Section 3:

4.

Alumni Relations: The purpose of this section is to keep the organization's alumni informed about current organization's operations with the goal of eliciting their on-going and continual support and assistance.

4a) Does your organization publish an alumni newsletter each year? If so, provide a copy immediately behind page 4.2; mark each copy with 4-A at the top of each page or each newsletter published during the year.

What is the approximate number of newsletters mailed each time?

(1 point for publishing an alumni newsletter) _____

(1 point for publishing a second alumni newsletter) _____

(1 point for publishing a third alumni newsletter-bonus point) _____

4b) Does your organization maintain a Web site designed to keep alumni informed/updated on organization's activities?

URL:

(1 point for maintaining a Web site) _____

4c) Does your organization have at least one alumni event each semester?

Date:

Nature of Event:

Number of alumni in attendance:

(1 point for alumni event Spring Semester) _____

Date:

Nature of Event:

Number of alumni in attendance:

(1 point for alumni event Fall Semester) _____

Date:

Nature of Event:

Number of alumni in attendance:

(1 point for additional alumni event-bonus point) _____

4d) Does your organization hold at least one house corporation board meeting each semester?

Date:

Number Attended:

(1 point for meeting Spring Semester) _____

Date:

Number Attended:

(1 point for meeting Fall Semester) _____

Date:

Number Attended:

(1 point for additional meeting either semester-bonus point) _____

Total Points Accumulated in Section 4 _____

Total number of points possible for Section 4 (Alumni Relations): **7**

Percentage of points your organization accumulated in Section 4:

5.

Financial Management: The purpose of this section is to recognize those organizations that practice sound fiscal management and that manage their financial resources wisely.

5a) Does your organization prepare monthly reports listing accounts receivable, accounts payable, and collections?

(1 point for preparing monthly reports) _____

5b) Does your organization prepare a yearly budget? (Optional: provide a copy immediately behind page 5.2; mark the copy with 5-B at the top of each page. Dollar amounts can be deleted.)

(1 point for preparing yearly budget) _____

5c)Does your organization at least quarterly review its yearly budget? List review dates and who was involved in review.

Date: Reviewed by:
Date: Reviewed by:
Date: Reviewed by:
Date: Reviewed by:

(1 point for four quarterly reviews of yearly budget)

5d) Does your organization have a written policy regarding collection of delinquent accounts? If so, provide a copy immediately behind the sheets for 5-B; mark copy with 5-D at the top of each page.

(1 point for having a written policy regarding delinquent accounts) _____

5e) Does your organization review its records as specified by national/ international bylaws:

(1 point for having records review) _____

5f) Did your organization submit on time to its national/international office required financial records?

Date:

Nature of Record(s):

Date Required by National/International Office:

(1 point for timely submission of records) _____

Date:

Nature of Record(s):

Date Required by National/International Office:

(1 point for timely submission of records-bonus point) _____

Date:

Nature of Record(s):

Date Required by National/International Office:

(1 point for timely submission of records-bonus point)

5g) Does your organization have a finance committee composed of both chapter officers and alumni officers?

Names of committee members and their office(specify whether chapter or alumni officer):

(1 point for having a finance committee) _____

Total Points Accumulated for Section 5:

Total number of points possible for Section 5 (Financial Management): 7

Percentage of points your organization accumulated in Sec. 5:

6.

Philanthropy/Community Service: The purpose of this category is to recognize the organizations that engage in philanthropy/community service, which is seen as one of the significant obligations and benefits of a Greek organization.

6a) Did your organization have at least 3 community service projects during the award year in which at least 50 percent of the members participated?

Date:
Describe Nature of Project:

(1 point for project) _____

Date:
Describe Nature of Project:

(1 point for project) _____

Date:
Describe Nature of Project:

(1 point for project) _____

6b) Did your organization receive any written public recognition or written thank you letters or notes for its service projects? If so, provide copies of all clippings and letters/notes immediately behind page 6.2; mark the copy with 6-B at the top of each sheet.

Nature of written material:

(1 point for written material): _____

6c) Did your organization have at least 1 community service project with another student organization during the award year?

Date:
Describe Nature of Project and Identify With Which Organization:

(1 point for project with another organization) _____

Date:
Describe Nature of Project and With Which Organization:

(1 point for project with another organization-bonus point) _____

6d) How many philanthropy/community service hours did your members and new members contribute during the award year? Calculate by multiplying the number of individuals worked by the number of hours each individual worked.

List total number of hours worked _____

(1 point for a minimum of 100 hours of philanthropy/community service) _____

(1 point for an additional 100 hours of philanthropy/community service-bonus points)

(1 point for an additional 100 hours of philanthropy/community service-bonus point)

(1 point for an additional 100 hours of philanthropy/community service-bonus point)

Total Points Accumulated in Section 6:

Total number of points possible for Sec. 6 (Philanthropy/Community Service): 6

Percentage of points your organization accumulated in Section 6:

7.

Brotherhood Chapter Unity: The purpose of this category is to recognize the organizations that promote brotherhood as a means of enhancing its chapter unity and fostering lifetime bonds among its members.

7a) Did your organization have at least 3 members-only events during the award year with at least 75 percent of the members attending?

Date:

Event:

(1 point for event) _____

Date:

Event:

(1 point for event) _____

Date:

Event:

(1 point for event) _____

7b) Does your organization have a program to recognize individuals for outstanding brotherhood? If so, describe nature of recognition in the space below. If written materials exist, provide a copy immediately behind page 7.1; mark the copy with 7-B at the top of each page.

(1 point for recognition program) _____

Total Points Accumulated for Section 7:

Total number of points possible for Section 7 (Brotherhood Unity): 4

Percentage of points your organization accumulated in Section 7:

8.

Chapter Management/Executive Leadership: The purpose of this category is to recognize the organizations that practice effective chapter management and executive leadership.

8a) Do the executive officers have at least one intensive planning meeting each year to set goals, plan activities, etc.?

Date:

Length of Meeting in Hours:

(1 point for planning meeting) _____

8b) Does your organization have a program in place that facilitates the transition of officers?

(1 point for program) _____

8c) Does your organization have written officer and committee chair descriptions, duties, and responsibilities? If so, provide a copy of all materials behind page 8.2; mark the copy with 8-C at the top of each page.

(1 point for written materials) _____

8d) Did your organization's executive board meet before chapter meetings at least 75 percent of the time?

Time and day of week meetings were typically held?

(1 point for holding planning meetings at least 75 percent of the time) _____

8e) Does your organization's standing committees meet at least twice a semester?

Name of Standing Committee:
Dates Met:

Name of Standing Committee:
Dates Met:

Name of Standing Committee:
Dates Met:

(1 point for regular meetings of standing committee) _____

8f) Is each member and pledge of your organization required to sign a housing contract and/or membership obligations contract that outlines penalties for failure to abide by contract terms? If so, provide a copy of each document immediately behind sheets for 8-C; mark the copy with 8-F at the top of each page.

(1 point for housing and/or membership obligations contract) _____

Total Points Accumulated in Section 8:

Total number of points possible for Sec. 8 (Chapter Management/Leadership): 6

Percentage of points your organization accumulated in Section 8:

9.

Individual/Campus Involvement. The purpose of this category is to recognize the organizations whose members are involved in other organizations on campus and who provide important leadership roles within these organizations.

9a) Did each member/pledge participate in at least one campus activity?

Number of members/new members

(1 point for member/pledge participation) _____

9b) Did at least 50 percent of the members/new members participate in a second campus activity?

Number of members/new members participating in second campus activity

(1 point for member/pledge participation) _____

9c) Did at least 25 percent of the members/new members participate in a third campus activity?

Number of members/new members participating in third campus activity

(1 point for members/pledge participation) _____

9d) Did the member/new members belong to at least 10 different campus organizations/associations?

List by organization/associations?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

(1 point for members'/new members' belonging to at least 10 different campus organizations/associations) _____

9e) Did the members/new members belong to at least an additional 10 different campus organizations/associations?

List by organization/association name:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

(1 point for members'/new members' belonging to at least 10 different campus organizations/associations) _____

9f) Did the members/new members serve in a leadership (officer or committee chair) capacity in a minimum of 5 campus organizations/associations?

Name of member/pledge	Organization	Capacity
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- 1.
- 2.
- 3.
- 4.
- 5.

(1 point for members'/new members' serving in a leadership capacity)

in 5 campus organizations/associations?) _____

9g) Did the members/new members serve in a leadership (officer or committee chair) capacity in an additional 5 campus organizations/associations?

Name of member/pledge	Organization	Capacity
1.		
2.		
3.		
4.		
5.		

(1 point for members'/new members' serving in a leadership capacity in 5 campus organizations/associations?) _____

9h) Did the members/new members serve in a leadership (officer or committee chair) capacity in an additional 5 campus organizations/associations?

Name of member/pledge	Organization	Capacity
1.		
2.		
3.		
9.2		
4.		
5.		

(1 point for members'/new members' serving in a leadership capacity in 5 campus organizations/associations?) _____

9i) Did the members/new members serve in a leadership (officer or committee chair) capacity in an additional 5 campus organizations/associations?

Name of member/pledge	Organization	Capacity
1.		
2.		
3.		
4.		
5.		

(1 point for members'/new members' serving in a leadership capacity in 5 campus organizations/associations-bonus point) _____

9j) Did the members/new members serve in a leadership (officer or committee chair) capacity in an additional 5 campus organizations/associations?

Name of member/pledge	Organization	Capacity
1.		
2.		

- 3.
- 4.
- 5.

(1 point for members'/new members' serving in a leadership capacity in 5 campus organizations/associations-bonus point) _____

Total Points Accumulated for Section 9:

Total number of points possible for Section 9 (Individual/Campus Involvement): 8

Percentage of points your organization accumulated in Section 9:

10.

Physical Development: The purpose of this category is to recognize the organizations whose members/new members engage in physical development of themselves by participating in intramural athletic events.

10a) Does your organization participate in at least 3 intramural athletic events during the year?

Event:

Event:

Event:

(1 point for participating in 3 intramural events) _____

Event:

Event:

(1 point for participating in an additional 2 intramural events) _____

Event:

Event:

(1 point for participating in an additional 2 intramural events) _____

10b) Was your organization the champion in any of the events? If so, list the event.

Event:

(1 point for being champion-bonus point) _____

Event:

(1 point for being champion-bonus point) _____

Event:

(1 point for being champion-bonus point) _____

Event:

(1 point for being champion-bonus point) _____

Total Points Accumulated for Section 10:

Total number of points possible in Section 10 (Physical Development): 3

Percentage of points your organization accumulated in Section 10:

11.

Spiritual Development: The purpose of this category is to recognize the organizations that stress the total development of its members/new members, including their spiritual development.

11a) Did your organization hold or attend activities designed to enhance the spirituality of members/new members with at least 75 percent of members/new members attending?

Date:

Activity:

Percentage of members/new members attending

(1 point for activity) _____

Date:

Activity:

Percentage of members/new members attending:

(1 point for activity) _____

Date:

Activity:

Percentage of members/new members attending:

(1 point for activity) _____

Date:

Activity:

(1 point for activity-bonus point) _____

Date:

Activity:

(1 point for activity-bonus point) _____

Total Points Accumulated for Section 11:

Total number of points possible for Section 11 (Spiritual Development): 3

Percentage of points your organization accumulated in Section 11:

12.

Social Development. The purpose of this category is to recognize organizations that have an important focus on the social development of their members/new members.

12a) Does your organization at least 4 times during the award year invite university administrators, faculty members, and/or staff members (other than advisors) to attend a formal dinner?

Date:
Name of Individual(s) Attended:

Date:
Name of Individual(s) Attended:

Date:
Name of Individual(s) Attended:

Date:
Name of Individual(s) Attended:

(1 point for having individuals attend formal dinner) _____

Date:
Name of Individual(s) Attended:

Date:
Name of Individual(s) Attended:

(1 point for having individuals attend 2 additional dinners-bonus point) _____

12b) Did your organization hold at least two non-alcoholic social functions with other Greek organizations during the award year?

Date:
Nature of Function:
Organization:

Date:
Nature of Function:
Organization:

(1 point for 2 functions) _____

Date:
Nature of Function:
Organization:

Date:
Nature of Function:

Organization:
12.1
(1 point for 2 functions-bonus point) _____

Total Points Accumulated for Section 12:

Total number of points possible for Section 12 (Social Development): 2

Percentage of points your organization accumulated in Section 12:

13.

Relationship with University and Administration: The purpose of this category is to recognize the organizations that see value in using such important resources as university administration and faculty and in developing an on-going relationship with university administration and faculty.

13a) Did your organization make use of university and faculty, other than advisors, (who can serve as resources, guest speakers, etc.) during the award year?

Date:
Name of Resource:
Topic:

Date:
Name of Resource:
Topic:

Date:
Name of Resource:
Topic:

(1 point for each 3 resources used) _____

Date:
Name of Resource:
Topic:

Date:
Name of Resource:
Topic:

(1 point for each additional 2 resources used-bonus point) _____

13b) Did your organization have required participation at IFC meetings?

(1 point for required participation) _____

13c) Did your representative attend at least 75 percent of the IFC meetings?

(1 point for 75 percent attendance) _____

(1 point for 90 percent attendance-bonus point) _____

(1 point for 100 percent attendance-bonus point) _____

Total Points Accumulated in Section 13:

Total number of points possible for Section 13 (Relationship with University and Administration): 3

Percentage of points your organization accumulated in Section 13:

14.

Relationship with National/International Office: The purpose of this category is to enhance the relationship between the organization and its national/ inter-national office, realizing that an effective working relationship helps both entities.

14a) Does your organization send delegates to regional and national conclaves/ conferences?

Date:

Nature of Meeting:

Location:

Number of Organization Members Who Attended:

(1 point for conclave/conference attended) _____

Date:

Nature of Meeting:

Location:

Number of Organization Members Who Attended:

(1 point for 1 conclave/conference attended-bonus point) _____

14b) Did your organization celebrate its Founders' Day with an organized, meaningful function or activity?

Date:

Nature of Celebration:

Location:

Number of Organization Members Who Attended:

(1 point for Founders' Day celebration) _____

14c) Did your organization apply for regional and national office awards?

Name of Award:

Did your organization receive the Award?

Name of Award:

Did your organization receive the Award?

(1 point for each two awards for which the organization applied) _____

(1 point for each award received) _____

Name of Award:

Did your organization receive the Award?

Name of Award:

Did your organization receive the Award?

(1 additional point for each 2 awards for which the organization applied-bonus point) _____

(1 point for each award received-bonus point) _____

Name of Award:

Did your organization receive the Award?

Name of Award:

Did your organization receive the Award?

(1 additional point for each 2 awards for which the organization applied-bonus point) _____

(1 point for each award received-bonus point) _____

14d) Did members in your organization receive regional/national chapter awards?

Member Name

Award Name

(1 additional point for each 2 awards received) _____

(1 point for each 2 awards received) _____

Member Name

Award Name

(1 additional point for each 2 awards received-bonus point) _____

(1 point for each 2 awards received-bonus point) _____

Total Points Accumulated for Section 14:

Total number of points possible for Section 14 (National/International Office): 8

Percentage of points your organization accumulated in Section 14:

15.

Public Relations: The purpose of this category is to entice organizations to promote their worthy accomplishments to enhance the organization's image as well as to enhance the overall image of the Greek Community at Oklahoma State University.

15a) Did your organization submit information to national/international for publication in organization publication? If so, provide a copy immediately behind page 15.2; mark copy with 15-A at the top of each page.

Nature of Material:

Nature of Material:

(1 point for submitting material 2 times) _____

Nature of Material:

Nature of Material:

(1 additional point for submitting material 2 times) _____

(1 point for each item published in chapter publication-bonus point) _____

(Provide copy of each immediately behind sheets for 15-A; mark copy with 15-A at the top of each page.)

15b) Did your organization submit information to the Stillwater News Press regarding chapter activities/member?

Nature of Material:

Nature of Material:

(1 additional point for submitting material 2 times) _____

Nature of Material:

Nature of Material:

(1 point for submitting material 2 times) _____

(1 point for each item published in NewsPress-bonus point) _____

(Provide copy of each immediately behind sheets 15-A; mark copy with 15-B at top of each page)

15c) Was information about your members published in their home town newspaper during the award year and the information mentioned the name of your organization? Ifso, provide a copy of each immediately behind sheets included for 15-B; mark with 15-C at top of each page)

(1 point for each item published about a member in which the organization's name is mentioned-bonus points)

Total Points Accumulated for Section 15:

Total number of points possible for Section 15 (Public Relations): 4

Percentage of points your organization accumulated in Section 15:

16.

Property Management: The purpose of this category is to recognize organizations that manage their property in a wise and prudent manner.

16a) Does your organization provide its members a clean and healthy physical environment in which to live?

(1 point for providing a clean and healthy physical environment) _____

16b) Does your organization assign its members work duties that are clearly understood by each member?

(1 point for assigning members work duties) _____

16c) Does your organization have job descriptions for its employees (house mother/director, food service personnel, etc.)? If so, place a copy of the job descriptions behind page 16.1; mark the copy with 16-C at the top of each page.

(1 point for written job descriptions) _____

16d) Does your organization have a contract for each of its Employees (house director/mother, cook, etc.)?

(1 point for contracts) _____

Total Points Accumulated in Section 16:

Total number of points possible for Section 16 (Property Management): 4

Percentage of points your organization accumulated in Section 16:

17.

Relationship with Advisors/Associations: The purpose of this category is to recognize the organizations that have an effective, on-going, continual working relationship with its various advisors.

17a) Does your chapter have a chapter/alumnus advisor?

Name:

Phone Number:

(1 point for having a chapter/alumnus advisor) _____

17b) Does your chapter have a faculty advisor?

Name:

Phone Number:

(1 point for having a faculty advisor) _____

17c) Do you have a chapter/alumnus and/or faculty advisor attending at least 80 percent of organization's meetings?

(1 point for having chapter/alumnus and/or faculty advisor attending 80 percent of organization's meetings) _____

17d) Do you have a chapter/alumnus and/or faculty advisor attending at least 90 percent of your meetings?

(1 point for having chapter/alumnus and/or faculty advisor attend 90 percent of organization's meetings-bonus point) _____

17e) Does the organization's executive committee and the housing corporation meet at least once a year for the purpose of planning the year's activities?

Time and Date of Meeting:

Location of Meeting:

(1 point for having a joint meeting) _____

17f) Do the organization's executive committee and the housing corporation meet a second time during the year for the purpose of planning the year's activities?

Time and Date of Meeting:

Location of Meeting:

(1 point for having a second meeting-bonus point) _____

17g) Does your organization have a parent's group that meets at least once a year?

17.1

Time and Date of Meeting:

Location:

(1 point for parent's group meeting) _____

17h): Does your organization have a parent's group that meets a second or third time a year?

Time and Date of Meeting:
Location:

(1 point for parent's group meeting-bonus point) _____

7i) Does your parent's group work with the organization on at least one major project for the benefit of the members?

Nature of Project(s):

(1 point for parent's group major project) _____

Total Points Accumulated for Section 17:

Total number of points possible for Section 17 (Relationship with Advisors): 6

Percentage of points your organization accumulated in Section 17:

18.

Risk-Management: The purpose of this category is to recognize those organizations that have an effective risk management program in place, the purpose of which is to keep members information about the necessity of risk-management and the potential penalties for not being concerned about risk management.

18a) Does your organization have a written risk-management program? If so, place a copy of the program behind page 18.2 in your binder; mark the copy with 18-A at the top of each page.

(1 point for having a written risk-management program) _____

18b) Is your organization in compliance with all required health and safety inspections?

If not, list areas that are out of compliance.

(1 point for being compliant in all areas of required health and safety inspections) _____

18c) Does your organization have a written policy regarding crisis management? If so, place a copy of the policy immediately behind sheets for 18-A; mark the copy with 18-C at the top of each page.

(1 point for having a written crisis management policy) _____

18d) Has the chapter conducted a risk-management workshop during the award year with at least 80 percent of the members attending (program can be offered by attorney, policy, university personnel, etc.)?

Time and Date of Meeting:
Name(s) of Speaker(s):
Number of Members in Attendance:

18e) Has the chapter conducted a second or third risk-management workshop during the award year with at least 80 percent of the members attending (program can be offered by attorney, policy, university personnel, etc.)?

Time and Date of Meeting:
Name(s) of Speaker(s):
Number of Members in Attendance:

(1 point for an additional risk-management meeting-bonus point) _____

Time and Date of Meeting:
Name(s) of Speaker(s):
Number of Members in Attendance:

(1 point for an additional risk-management meeting-bonus point) _____

Total Points Accumulated in Section 18:

Total number of points possible for Section 18 (Risk Management): 4

Percentage of points your organization accumulated in Section 18:

19.

Discipline/Standards Board: The purpose of this category is to recognize those organizations with a viable, on-going discipline/standards board.

19a) Does your organization have a discipline/standards board that hears infractions of house/fraternity rules?

Number of Members on Board:

(1 point for having a discipline/standards board) _____

19b) Does your organization have written list of penalties for infractions? If so, place a copy of the policy immediately behind the sheets for 19-B: mark the copy with 19-B at the top of each page.

(1 point for having a written list of penalties) _____

19c) Does your organization have a means of enforcing the sanctions taken against members?

(1 point for having a means of enforcing the sanctions) _____

Total Points Accumulated in Section 19:

Total number of points possible for Section 19 (Discipline/Standards Board): 3

Percentage of points your organization accumulated for Section 19:

Points Recapitulation

	Points Possible	Points Earned	Percentage
1. Scholarship	18/20*		
2. Member Education	9*	**	
3. Rush Program	8	**	
4. Alumni Relations	7	**	
5. Financial Management	7*		
6. Philanthropy/Community Service	6	**	
7. Brotherhood/Sisterhood Unity	4		
8. Chapter Management/Executive Leadership	6		
9. Individual/Campus Involvement	8	**	
10. Physical Development	3	**	
11. Spiritual Development	3	**	
12. Social Development	2	**	
13. Relationship w/ University & Administration	3	**	
14. Relationship w/ National/International Office	8*	**	
15. Public Relations	4	**	
16. Property Management	4*		
17. Relationship w/ Advisors/Housing Corporation	6*	**	
18. Risk-Management	4	**	

19. Discipline/Standards Board

3

Totals

114/117*

Percentage of the 114/117 total points possible
that were actually earned

Exemplary performance: Requires a minimum of 90 percent.

Commended performance: Requires a minimum number of 80 percent.

*To accommodate differences in the way organizations operate, certain items in these categories are excluded as a required item, thus reducing the maximum number of points available to be earned.

**Bonus points possible in this category; therefore, more than the number in the "Points Possible" column can be earned.