

COMPASS PROGRAM

.....

THE GREEK CHAPTER DEVELOPMENT PROGRAM

.....

2009

SCHOLARSHIP

CHAPTER MANAGEMENT AND DEVELOPMENT

COMMUNITY BUILDING

EDUCATIONAL PROGRAMMING

LEADERSHIP

SERVICE & PHILANTHROPY

Annual Review Process Implementation and Timeline

Evaluation Components. Fraternities and sororities will be evaluated in the six areas noted below. A description for each component is provided at the beginning of its section.

- Scholarship
- Chapter Management and Development
- Community Building
- Educational Programming
- Leadership
- Service

Evaluation Period. The process will be administered on a calendar year basis, encompassing the spring through the fall semesters. By design, this evaluation coincides with the term of office of the President of each organization. End-of-semester reports are due in May and December during the last week of classes, but no later than the last day of class, and the year-end materials must be submitted by the last day of classes of the fall semester. Various items – like program evaluations – may be due on a more frequent basis (weekly or monthly).

Evaluation Committee (EC). The Evaluation Committee is composed of at least three individuals where the Assistant Director of Residence Life and Advisor to Fraternities and Sororities serving as the chair. The EC will review the annual submissions and complete evaluations for all groups by March 15. Each group will receive a report with individualized feedback.

The EC will assess the Annual Review Process yearly and will make recommendations for improvement. This assessment will be consultative in nature, and will involve the solicitation of feedback from members of the Greek community.

Training for the Instrument. At the beginning of the spring semester, the Assistant Director of Residence Life and Advisor to Fraternities and Sororities will provide information about the process and training on the evaluation instrument to the recently elected fraternity and sorority presidents, as well as to members of the Chapter Annual Review Committees.

Chapter Annual Review Committee (CARC). Each organization must appoint at least one chapter member whose sole responsibility is COMPASS. This may take the form of a CARC, with the following individuals designated to serve: President, Vice President, one non-exec member of the junior class, one non-exec member of the sophomore class and a member of the Alumni/Alumnae association. At the discretion of the President, additional members may serve on the CARC.

The composition of the CARC is important for two reasons:

- 1) Since the Annual Review entails the evaluation of the chapter for an entire year, and for the duration of an Executive Board's tenure, the two ranking officers in the organization should be involved in guiding the process to completion;
- 2) It is important for at least one sophomore and one junior – who are not members of the Executive Board when the process begins – to be involved so that there is a sense of undergraduate continuity in the Annual Review Process from one year to the next. It is likely that either the junior or sophomore member will be on the committee for the following year. An alumni/alumnae representative provides continuity from the governing association's perspective.

Given the numerous and significant responsibilities already assigned to the President, it is recommended that the Vice President serve as Chair of the CARC. Although the Vice President may chair the committee, the final product is ultimately the responsibility of the President of the organization.

It is also recommended that, prior to submission of the complete evaluation, the chapter involve its Chapter Advisor and Faculty Advisor in a final review of the materials (ideally, they will be involved throughout the evaluation period).

Definition of Co-Sponsoring a program. Within the program exists the standard of co-sponsoring programs/events with other student organizations, both Greek and Non-Greek. The College firmly believes in the benefits derived from interaction between student organizations. Co-sponsoring serves as a powerful message of an organization's priorities to the broader community and provides meaningful learning opportunities for all constituents. Examples of co-sponsorship include: strong chapter attendance at an event that it assisted in planning coupled with financial support for events that require money and/or completing a significant task for the success of the program. On each program report form, chapters must designate how they participated in the program and what they did to co-sponsor the program in order to receive co-sponsorship credit.

Directions on completing the sections. Each section contains a detailed scoring profile, outlining the necessary components to achieve and their associated point values. Upon completion of a requirement, its appropriate report must be filled out, as well as any **supplementary documents** (i.e. invitations, flyers, handouts). The supplementary documentation aids the evaluators in assessing a program or activity's completion and merit.

Additionally, each section should have a typed document that overviews and explains all completed components. Should a chapter be unable to fulfill a requirement, an explanation of why this occurred should be included here. This document will be used by the Evaluation Committee to appropriately assess each component and should serve to answer any questions that arise from the documentation submitted by the chapter.

Please remember that a program can be submitted for only one programmatic area. Therefore your scholarship program cannot be counted for both scholarship and educational programming. However, a co-sponsored scholarship program can earn the chapter credit in both community building and scholarship.

COMPASS Participation. Participation in the COMPASS program is not optional. Each chapter should strive to complete all aspects of the program. A majority of the program should mirror the requirements that your chapter already needs to complete for your respective Inter/National Headquarters. Some Inter/National Headquarters may not allow certain materials to be submitted. In this case, please submit an up-to-date letter from your Inter/National Headquarters detailing what cannot be turned in by your chapter and why. COMPASS is designed to be compatible with all Greek organizations current standards.

If your organization does not permit materials to be submitted, this does not prohibit you from completing the section/component. To ensure completion of this section, it is advised that you meet with the Assistant Director of Residence Life/Advisor to Fraternities and Sororities to discuss how this can otherwise be submitted.

Standards, Scoring, and Feedback Mechanism

The annual review is designed to help all groups do their utmost to reach the standard of continuous improvement by recognizing and rewarding groups that are meeting or exceeding expectations, and by providing appropriate feedback to those groups that need to make course corrections. In every instance, whether a group receives the highest rating or the lowest, something can be learned from the submission process and the evaluation outcome.

The rating scale at the end of this section lists four outcome categories: Excellent, Satisfactory, Marginal, and Unacceptable. Point totals have been identified for each component, as well as for total score.

A score of 7 points will be issued for completion of the Program Tracker and submission turned in by the deadline in a binder with tabs delineating all programmatic areas.

SCORING: 7 POINTS

Description	Point Value	Submitted By
Program Tracker	3	Chapter
Binder Submission	2	Chapter
Tabs	2	Chapter

Rewards for Excellence

Those groups whose evaluations receive an excellent rating will be recognized for their excellence in the following ways*:

- A partial or full scholarship (depending upon how many groups achieve the status) to the summer leadership conference of the chapter's choice.
- Financial assistance for facility development to be used at chapter's discretion, in agreement with its House Corporation and the College (amount is dependent on other organization's scores).
- An advertisement in The Lafayette.
- A notation in the Alumni News.
- A presentation at the Annual Greek Awards Banquet (all excellent chapters will receive a framed certificate; the chapter with the highest score will receive a plaque and Chapter of the Year designation).
- The results of each evaluation will be shared with Alumni Governing Bodies, National/International Offices, the Student Life Committee of the Faculty, and the Athletics and Student Affairs Committee of the Board of Trustees.

* Please note that due to the changing economy, rewards that involve monetary contribution may be decreased or increased based upon the ability of The College to afford such rewards.

Corrective Feedback Mechanisms

Those groups that receive a marginal or unacceptable rating may be required to do the following:

- Participate in a conference, within one month of receiving the evaluation information, involving the undergraduate leadership, alumni leadership, national organization, and college officials to submit a plan for improvement.
- Present the approved plan (only those with an unacceptable rating) to the Student Life Committee of the faculty by the end of the spring semester.
- Pay for at least one chapter member to attend a summer leadership opportunity (to be approved by the College).
- Be placed on “Evaluation Probation” and must show substantial progress during the subsequent evaluation period.
- Meet regularly with the Assistant Director of Residence Life/Advisor to Fraternities and Sororities to monitor continued progress.

Depending upon the score relative to the average of all organizations, the following restrictions may be imposed:

- Fines will be levied and directed into the Greek programming fund (hazing, alcohol and other drugs, sexual misconduct in gender relations, and diversity and multicultural awareness).
- Probation (Social Probation, Disciplinary Probation, etc.).
- The group will be ineligible for any awards in the Greek Awards Banquet.
- Revocation of social privileges for one semester.
- Ultimately, withdrawal of recognition.

Rating Scale (out of 195 points, 238 with extra credit)

Excellent. 176 – 195 (90% - 100%): the organization has exceeded the stated standards and expectations and receives an excellent rating.

Satisfactory. 156 – 175 (80% - 90%): the organization has satisfactorily met the standards and expectations and receives a satisfactory rating.

Marginal. 137 – 155 (70% - 80%): the organization has marginally reached the standards and expectations and receives a marginal rating. The marginal rating carries a probationary status and an expectation of improvement to at least a satisfactory status the following year.

Unacceptable. Below 136 (below 70%): the organization has not met the stated standards and expectations and receives an unacceptable rating. An organization receiving an unacceptable rating is on immediate probation and must devise an action plan to correct the deficiencies, both immediately and during the following evaluation cycle.

SCHOLARSHIP

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SCHOLARSHIP

The College's Mission Statement is clear about the role of scholarly activities in the lives of students: *The College strives to develop students' skills of critical thinking, verbal communication, and quantitative reasoning and their capacity for creative endeavor; it encourages students to examine the traditions of their own culture and those of others, to develop systems of values that include an understanding of personal, social, and professional responsibility, and to regard education as an indispensable, life-long process.*

Fraternities and sororities, who themselves aim to instill in their members a life-long commitment to their associations and their core principles, should enhance the cultural and intellectual life of the campus, striving to inculcate in their members a genuine love of learning. Greek organizations possess the opportunity to actively promote interest and involvement in a wide range of intellectual, cultural, and social activities, taking care to fulfill their stewardship to their members by insuring that the Greek experience is complementary to and supportive of the academic mission of the institution.

SCHOLARSHIP
*We promote the pursuit of knowledge. It is the key to a fuller, richer life.
We gain it through education, the harmonious development of the
powers of the individual.*

-Creed of Phi Gamma Delta

SCHOLARSHIP

COMPONENT DESCRIPTIONS

Scholarship Profile (profile must be completed to receive any credit for this category). The scholarship profile should list the names of all individuals who are involved in formalized scholarly activity. While groups will not be evaluated on how many scholars they have, providing this information will help to provide a more complete picture of the organization's membership and activities on campus. Please see the *Scholarship Profile Spreadsheet* for submission information.

Chapter and new member grade point averages All grade point average (GPA) information, both for the chapter and new members, will be compiled by the Office of Residence Life. The first priority for any student attending Lafayette College should be the pursuit of intellectual excellence. Fraternities and sororities should promote academic achievement as an important element in their organizations, and strive to achieve a GPA that is at or above the all-campus average.

Chapter Written Policies/ Standards Fraternities and sororities originated as literary societies and academics is a common value of all fraternal organizations. Therefore it is important for the chapters' policies and procedures to support the academic mission of the College. The chapter must provide evidence that policies and standards are in place regarding scholarship. Please submit documentation of GPA requirements for members to remain active, programs for members who fall below various GPA requirements, activities for academic achievement, awards for academic achievement, and study areas within the chapter house.

Scholarship Programming. Fraternities and sororities will provide programs and activities specifically geared to promoting the academic and intellectual development of their members. Examples of topics include: time management, note-taking, reading for comprehension, exam preparation, tutoring assistance, pre-professional advising (health or legal professions), choosing a major, scholarship recognition ceremonies, etc.

Organizations can use programs planned by undergraduates, national offices, as well as College-provided programming to satisfy this requirement. A program evaluation form must be completed after each program (please see the *Scholarship Chapter Program Report* at the end of this section for more details).

SCHOLARSHIP

SCORING: 40 TOTAL POINTS (44 POSSIBLE WITH EXTRA CREDIT)

Description	Point Value	Submitted By
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Scholarship Profile (must be completed to receive credit for this category)	NA	Scholarship Profile Spreadsheet
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Grade Point Averages (20 total points)

Chapter GPA		
At or above all-college average (5pts/semester)	10	College
Below all college average	0	College
New Member GPA		
Above sophomore class average at end of semester (5pts/semester)	10	College
Below sophomore class average	0	College

Programming (10 total points, 14 with extra credit)

One scholarship program per semester (5 points per program- at least 50% chapter participation required)	0 - 10	Program Report
<i>Extra credit</i> (2 points for each program beyond two two required, with a maximum of 4 points)	0 - 4	Program Report

Written Scholarship Policies/Programs (10 points total)

GPA Requirements	0 - 2	Submit Document
Member assistance programs	0 - 2	Submit Document
Activities for promotion of academic achievement	0 - 2	Submit Document
Study room/area	0 - 2	Submit Document
Awards for academic achievement	0 - 2	Submit Document

CHAPTER SCHOLARSHIP PROGRAM REPORT

Person (s) Involved _____ Chapter _____

Program Title _____ Program Date _____

Time _____ Place _____ % of Chapter in Attendance _____

Was this program co-sponsored with another organization? ___Yes ___No

If yes, which organization? _____

How did you co-sponsor this program? _____

Were faculty/staff invited? ___Yes ___No

List names of those, if any, who attended: _____

Brief Description of Program Content: _____

What was the student reaction to this program? (participation, amount of discussion, interest and appreciation, comments, suggestions)

Why did you choose this program? How will this program affect scholarship in each of your members?

What did you want the program to accomplish? If you were to do this program again, how would you improve it?

Rate this program on a 1 to 10 scale (1 is lowest) and explain why you gave this ranking:

CHAPTER MANAGEMENT AND DEVELOPMENT

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CHAPTER MANAGEMENT AND DEVELOPMENT

This component encompasses many of the variables critical to the day-to-day success of a fraternity or sorority: financial, risk management, housing, policy compliance, and advising.

Sound financial management permits a group to remain in a position to carry out its goals and objectives. Attending to risk management issues not only helps organizations avoid liability situations but, more proactively and positively, helps provide guidelines for a safe chapter environment.

While having a chapter house contributes to a group's ability to develop a strong sense of community, safely maintaining and filling the facility to capacity maximizes the potential for success. Groups that are involved in regular or repeated violations of college, Interfraternity or Panhellenic, or National/International policies, are straying from the guiding principles of these organizations.

Alumni/ae or faculty advisors can serve multiple functions, including mentoring students, serving as an organization's "collective memory", and functioning as soundings boards. Because of their life experiences and dedication to their respective organizations, advisors can offer a beneficial perspective to undergraduates.

MANAGEMENT

"The Collegiate Development Consultant instructs the chapter in the use of manuals and handbooks, inspects rituals equipment and chapter files and supplies, and meets with the Chapter Management Team and with the chapter. She discusses chapter organization with the officers, introduces new ideas and helps implement and encourage change when necessary."

-Delta Gamma

CHAPTER MANAGEMENT AND DEVELOPMENT

COMPONENT DESCRIPTIONS

Financial. From collecting dues to operating meal plans, leaders in fraternities and sororities must manage their financial resources responsibly to ensure the fiscal viability of the organization. The submission of the Chapter Budget ensures that undergraduates are prepared for the following year financially, and that alumni/ae leaders have been involved in the accounting process. Groups are expected to settle accounts in a timely fashion, on campus and off.

Risk Management. Fraternities and sororities are expected to fulfill their obligations to their members by providing a positive and safe environment. By holding regular risk management programs on a variety of topics (hazing, alcohol and other drugs, fire safety, etc.) for members, Greek organizations can encourage good decision-making and minimize potential negative consequences for members and guests.

Housing. It is critical that all housing on campus, including sororities and fraternities, be used as efficiently as possible. All groups are required to fill their houses to 100% capacity. Those organizations unable to do so will be evaluated according to Board of Trustees policies.

City of Easton health and safety inspections occur throughout the year. Failure to pass house inspections will be viewed as a significant breach of an organization's responsibility to maintain a safe environment for its members.

Advising. Strong advisors can help Greek organizations thrive and reach their potential. Several levels of advising are in place to help fraternity and sorority leaders, and members, derive maximum benefit from their Greek experience: live-in/resident advisor, faculty/staff advisor, alumni/ae advisors. The positions are in addition to the Assistant Director of Residence Life and Advisor to Fraternities and Sororities and National/International advisors.

Policy Compliance. Chapters in good standing with the College will be meeting expectations of the College, Interfraternity/Panhellenic Councils, and the National/International headquarters. Violations in any of these areas will necessitate some remedial action by the organization.

CHAPTER MANAGEMENT AND DEVELOPMENT

SCORING: 41 TOTAL POINTS (49 WITH EXTRA CREDIT)

Description	Point Value	Submitted By
Finances and Risk Management (18 points)		
Submitted chapter budget & certification	0 or 4	Submit Document & Treasurer's Report
Paid Interfraternity/Panhellenic dues on time	0 or 4	College
One risk management program offered per semester (5 points each)	0 - 10	Program Report
Bills in arrears to organizations, services, or businesses	-5	College
Current Liability Insurance Form late or not provided to College officials	-5	College
Housing (10 points)		
100% occupancy	10	College
85% - 100% occupancy	5	College
Below 85% occupancy	-5	College
Each failed house inspection	-10	College
Advising (7 points)		
RA or FHA attended training meetings	0 or 4	College
Regular contact with Alumni/ae Advisor	0 or 3	Advisor Certification Form
<i>Extra Credit</i>		
Faculty/Staff Advisor attended one function/semester	0 - 3	Advisor Certification Form
Has a Faculty/Staff Advisor (not Greek Advisor)	5	Advisor Certification Form
Policy Compliance (6 points)		
No campus disciplinary violations	0 - 2	College
No Interfraternity/Panhellenic Council violations	0 - 2	College
No National/International violations	0 - 2	College

CHAPTER BUDGET CERTIFICATION – TREASURER’S REPORT

Organization _____

Treasurer _____

I/we certify that the budget has been reviewed by the undergraduate treasurer and by the alumni/ae treasurer.

Signature of Treasurer _____

Date _____

Signature of Alumni/ae Treasurer _____

Date _____

(signature may be obtained through email sent to Assistant Director of Residence Life/Advisor to Fraternities and Sororities)

ADVISOR INFORMATION CERTIFICATION

Organization_____

President_____

Faculty/Staff Advisor_____

Campus Phone_____ E-mail Address_____

Mailing Address_____

Alumni/ae Advisor_____

Phone_____ E-mail Address_____

Mailing Address_____

I/we certify that the above individuals are serving in the capacity noted.

Signature of President_____

Date_____

Signature of Alumni/ae Advisor_____

Date_____

(signature may be obtained through email sent to Assistant Director of Residence Life/Advisor to Fraternities and Sororities)

RISK MANAGEMENT CHAPTER PROGRAM REPORT

Person (s) Involved _____ Chapter _____

Program Title _____ Program Date _____

Time _____ Place _____ % of Chapter in Attendance _____

Was this program co-sponsored with another organization? ___Yes ___No

If yes, which organization? _____

How did you co-sponsor this program? _____

Were faculty/staff invited? ___Yes ___No

List names of those, if any, who attended: _____

Brief Description of Program Content _____

What was the student reaction to this program? (participation, amount of discussion, interest and appreciation, comments, suggestions)

Why did you choose this program? How will this program affect risk management in your chapter?

What did you want the program to accomplish? If you were to do this program again, how would you improve it?

Rate this program on a 1 to 10 scale (1 is lowest) and explain why you gave this ranking:

COMMUNITY BUILDING

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COMMUNITY BUILDING

The quality and nature of the relationships that exist within each Greek organization will have a direct impact on the group's relationships with the College community, local community, alumni, and National headquarters.

Any effort chapters make to improve their effectiveness and internal dynamics can be considered community building.

By working together as a group, members of Greek organizations benefit from the opportunity to have a much greater impact on themselves and others than they would individually. Chapters should strive continually to develop a sense of brotherhood and sisterhood in their members, and to promote the recognition that they represent not only their own organization, but the entire Greek community.

I believe that to all I meet, wherever I go, I represent not only Phi Kappa Psi, but indeed the spirit of all fraternities; thus, I must ever conduct myself so as to bring respect and honor not to myself alone, but also to my Fraternity.

-The Phi Kappa Psi Creed

COMMUNITY BUILDING

COMPONENT DESCRIPTIONS

Internal Community Building. A precursor to building a strong community is the presence of commonly held beliefs about the organization's purpose - the Chapter Ritual forms the basis for these core principles. Other documents, like standards of conduct, policies and procedures relating to new member education and chapter bylaws help to form clear expectations for membership and participation in the life of the chapter.

External Community Building. Collaborating with a variety of constituencies, from other Greek organizations to non-Greek groups on campus, is important in promoting and maintaining positive relations. Activities co-sponsored with other groups are reported on the Chapter Program Report form. Extra credit can be earned in this section if members sit on the governing boards of sororities and fraternities on campus (Panhellenic Council and Interfraternity Council). Extra credit can also be earned by co-sponsoring activities with intercultural groups. See <http://ww2.lafayette.edu/~intercultural/studentorganizations.php> for a listing of Lafayette College's intercultural groups.

COMMUNITY BUILDING

SCORING: 29 TOTAL POINTS (37 POSSIBLE WITH EXTRA CREDIT)

Description	Point Value	Submitted By
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Internal (19 total points)

Chapter has written Standards of Conduct for members	0 – 4	Submit Standards
Evidence of Chapter Standards Board in place and operational	0 or 5	Submit Evidence
Chapter Written Materials	0 or 5	
Chapter Constitution and Bylaws current		Submit Evidence
New member education program submitted	0 or 5	College
Initiation completed late and/or not attended by alumni/ae officials	-5	Certification Form

External (10 total points, 18 with extra credit)

Co-sponsored events with Greek Organizations		
One	1	Program Report
Two	3	Program Report
Three	5	Program Report
Co-sponsored events with Non-Greek Organizations		
One	1	Program Report
Two	3	Program Report
Three	5	Program Report
<i>Extra Credit</i>		
Co-sponsored two or more events with intercultural organizations (2 points/program, max. of 4 points)	0 - 4	Program Report
Members sit on Panhellenic or Interfraternity Council Executive Board (2 points/person, maximum of 4 points)	0 - 4	College

CHAPTER WRITTEN MATERIALS CERTIFICATION

Organization _____

President _____

Chapter Advisor _____

I certify that the Chapter Bylaws are current and available to the members and leadership of the organization.

President Signature _____ Date _____

Advisor Signature _____ Date _____

INITIATION ALUMNI/AE CERTIFICATION

Organization_____

President_____

Date of Initiation Ritual_____

Authorized Alumni/ae Representative_____

I certify that I attended the initiation on the above date and that all new members have been fully initiated into the organization.

Signature of Alumni/ae Representative_____ Date_____

**This form is due the next day after Initiation for verification purposes.
Failure to submit form on time results in a five-point deduction.**

EDUCATIONAL PROGRAMMING

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EDUCATIONAL PROGRAMMING

Lafayette's campus is an environment that facilitates the intellectual, social, and personal growth of its students. Leaders within Greek organizations are charged with helping to create this invigorating environment by sponsoring and organizing a variety of programs throughout the academic year. Greek leaders will use both college-sponsored and chapter-originated programs to meet their members' developmental needs. Four broad themes have been developed to help guide chapter programming efforts (academic/intellectual, social/community building, personal development, cultural awareness).

Fraternities and sororities, because of their commitment to the ideals of brotherhood and sisterhood, are well positioned to implement programs designed to foster an inclusive and open environment. Chapters should maximize the resources provided by College offices, international headquarters and alumni/ae members to help further the development of their members and others within the college community.

GROWTH
*The objects of Delta Kappa Epsilon are . . . the Promotion of Honorable
Friendship and Useful Citizenship, the Development of a Spirit of Tolerance
and Respect for the Rights and Views of Others . . .*

-Article II, Constitution of DKE

EDUCATIONAL PROGRAMMING

COMPONENT DESCRIPTIONS

Mandatory College Sponsored Programs. The four topical areas below will be addressed annually.

- Hazing
- Alcohol and other drugs
- Gender relations and sexual misconduct
- Diversity and cultural awareness

The College will provide speakers in each area. Every chapter will be responsible to ensure that at least 75% of its members attend the College sponsored programs. Students will be required to sign out of the programs and attendance will be collected by the Assistant Director of Residence Life/ Advisor to Fraternities and Sororities. Only proof of a class, athletic practice, wedding, funeral, or family emergency will be accepted as an excuse. Chapters are responsible for submitting attendance excuses.

Chapter Sponsored Programs. Each chapter is expected to provide one program in each theme area per year.

The theme areas are:

- Academic/intellectual
- Social/community building
- Personal development
- Cultural awareness

In contrast to the College sponsored programs above, the chapter is responsible for initiating the program opportunity. This does not mean that chapter leaders must plan the programs themselves; the chapter can mobilize to attend a program already planned by another chapter, or by another campus organization (a Williams Center event, for example). A wide variety of program planning resources are available in the Office of Residence Life and through National Headquarters.

Excellence and Collaboration in Programming. This section addresses the importance of involving faculty in chapter activities, and the desirability of collaborating with other campus organizations. Extra credit points can be earned in this section by completing more than four chapter-sponsored programs per year and faculty invitations and subsequent attendance at two or more of these programs.

EDUCATIONAL PROGRAMMING

SCORING: 20 TOTAL POINTS (24 POSSIBLE WITH EXTRA CREDIT)

Description	Point Value	Submitted By
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Mandatory College Programs (poor attendance results in 10 point deduction per program)

Hazing	NA	Program Certification
Alcohol and other drugs	NA	Program Certification
Gender relations and sexual misconduct	NA	Program Certification
Diversity and Cultural Awareness	NA	Program Certification

Chapter Programs (20 total points)

Academic/Intellectual	0 - 5	Program Report
Social/Community Building	0 - 5	Program Report
Personal Development	0 - 5	Program Report
Cultural Awareness	0 - 5	Program Report

Excellence and Collaboration in Educational Programming

(4 total extra credit points)

<i>Extra Credit (maximum of 2 points per item)</i>		
Completed 6 or more chapter educational programs	0 - 2	Program Report
Faculty invited by chapter and attended 2 or more programs	0 - 2	Program Report

CHAPTER EDUCATIONAL PROGRAM REPORT

Person (s) Involved _____ Chapter _____

Program Title _____ Program Date _____

Time _____ Place _____ % of Chapter in Attendance _____

Was this program co-sponsored with another organization? ___ Yes ___ No

If yes, which organization? _____

How did you co-sponsor this program? _____

Were faculty/staff invited? ___ Yes ___ No

List names of those, if any, who attended: _____

Check the most descriptive theme for this program (**select only 1**):

Academic/Intellectual

Cultural Awareness

Personal Development

Social/Community Building

Brief Description of Program Content:

What was the student reaction to this program? (participation, amount of discussion, interest and appreciation, comments, suggestions)

Why did you choose this program? What member need/issue did the program address?

What did you want the program to accomplish? If you were to do this program again, how would you improve it?

Rate this program on a 1 to 10 scale (1 is lowest) and explain why you gave this ranking:

LEADERSHIP

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LEADERSHIP

Leadership is a cornerstone principle of Greek life. Leadership development programs give strength and stability to organizations, and they offer important learning opportunities to individuals that support the shared values espoused by Greek organizations.

Active engagement in leadership development activities and other values-based programming is critical to maintaining excellence in Greek life and to supporting the mission of the College; moreover, participation in and sponsorship of leadership activities is an investment in the future of the chapter. It is critical that undergraduates, alumni, the College, and national headquarters officers cultivate a close relationship to facilitate the development of leaders for the chapter and for the community at large.

It shall also be the Purpose of Delta Delta Delta . . . to develop qualities of unselfish leadership among its members, and to encourage them to assume, with integrity and devotion to moral and democratic principles, the highest responsibilities of college women.

-The Purpose of Delta Delta Delta

LEADERSHIP

COMPONENT DESCRIPTIONS

Leadership Profile (profile must be completed to receive any credit for this category). Lafayette desires to provide students with a broad-based experience, both inside and outside the classroom. Members of Greek organizations, like other students on campus, are involved in a variety of activities during their tenure at the College.

The Leadership Profile provides an opportunity for the chapter to show members' involvement in Greek and non-Greek organizations – including intercollegiate athletic teams – and executive/officer positions held in those organizations. Please see *Leadership Profile Spreadsheet* at the end of this section for submission information.

Leadership Development. The College, national headquarters, and alumni provide leadership development activities for emerging and established leaders of fraternities and sororities. This section provides information about the level of participation in these activities.

Extra credit may be earned for participating in additional development opportunities – Undergraduate Interfraternity Institute (UIFI), Northeast Greek Leadership Association (NGLA), or additional member attendance at regional/national conferences.

Administrative Responsibilities. A good leader, in addition to articulating a vision and providing direction, must attend to an almost overwhelming number of administrative responsibilities. This component measures the degree to which the president, and his or her designees, utilizes the organizational constructs put into place to provide assistance with this difficult area of responsibility.

LEADERSHIP

SCORING: 28 TOTAL POINTS (37 POSSIBLE WITH EXTRA CREDIT)

Description	Point Value	Submitted By
Leadership Profile (must be completed to receive any credit for this category)	NA	Leadership Profile Spreadsheet
Attendance at the following Leadership Development Programs (14 points, 23 with extra credit)		
Greek Leadership Retreat (5 points per semester)	0 - 10	College
Chapter President's attendance at most recent national or regional conference	0 or 4	Certification form
<i>Attendance at the following extra credit programs</i>		
UIFI (maximum 5 points per group)	0 - 5	Extra Credit Certification form
NGLA (maximum 2 points per group) (maximum 2 points per group)	0 - 2	Extra Credit Certification form
Additional chapter members attend national or regional conference [maximum 2 points per group]	0 - 2	Extra Credit Certification form
Administrative responsibilities (14 points)		
100% President's Council Attendance	5	College
One absence	3	College
Two or more absences	0	College
100% Interfraternity/Panhellenic Council Delegate Attendance	5	College
One absence	3	College
Two or more absences	0	College
President's communication with Greek Advisor, including individual meeting attendance	0 - 2	College
National representative met with College official during campus visit, or had significant communication by phone	0 - 2	College

NATIONAL/REGIONAL CONFERENCE PARTICIPATION CERTIFICATION

Organization _____

President _____

I certify that the individuals below attended our conference as indicated.

Signature _____ Date _____

Conference Attendance Information

Conference Title _____

Conference Dates _____ to _____ Conference Location _____

Participants:

First Name	Last Name	Position in Chapter (if any)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Extra Credit Conference Participation Certification

Organization _____

President _____

I certify that the individuals below attended our conference as indicated.

Signature _____ Date _____

Conference Attendance Information

Conference Title _____

Conference Dates _____ to _____ Conference Location _____

Participants:

First Name	Last Name	Position in Chapter (if any)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SERVICE & PHILANTHROPY

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SERVICE & PHILANTHROPY

Virtually every mission statement of each Greek organization on campus promotes service to the community. The Landis Community Outreach Center mission statement articulates what individuals can gain from participation in community service: “Through the Community Outreach Center and the volunteer programs of Lafayette College, students, faculty, staff, and other community members work side by side in response to our local and global community’s needs. This partnership for social change has an educational mission at its core; our joint work provides learning and growing experiences for all. Our purposes are to combat apathy, bridge differences, provide assistance and help, and broaden the education of volunteers about the nature of social problems and their solutions.”

In addition to opportunities available through the Outreach Center, every fraternity and sorority has an established relationship with national philanthropies that further serve to strengthen the ties between the community, broadly conceived, and members of the Lafayette’s Greek community.

To welcome the opportunity of contributing to the world’s work in the community where I am placed because of the joy of service thereby bestowed and the talent of leadership multiplied.

-Alpha Gamma Delta Purpose

SERVICE & PHILANTHROPY

COMPONENT DESCRIPTIONS

Service & Philanthropy Profile (profile must be completed to receive any credit for this category). The service profile should list the names of all individuals who are involved in formalized community service activity. While groups will not be evaluated on how many service hours they accumulate, furnishing this information will help to provide a more complete picture of the organization's membership and activities on campus. Please note that hours spent on a philanthropic project (raising money) do not count towards your service extra credit requirements. Please see the *Service Profile Spreadsheet* for submission information. *This same profile should be turned into the Community Outreach Center, as well.*

Community Service Projects Each organization is expected to participate in two service projects during the year. One project will be "hands-on", typically larger in scope. This project should be organized and executed by the chapter's membership. The second service project can both be organized and executed by the chapter or can be run through an intermediary organization (i.e. participation in a Landis service project).

Philanthropic Project The philanthropic project will involve raising money for a specified group or philanthropy. This project may be more directly related to an organization's national philanthropy or established local philanthropic tradition.

Landis Community Outreach Center Reporting and Coordination. Each organization must report its service activities and hours to staff in the College's Landis Community Outreach Center. The Outreach Center compiles statistics for individual and group service hours that are reported to members of the Lafayette community as well as to Community Service National Organizations. In addition, Greek groups should communicate frequently with the Outreach Center staff to take advantage of the expertise and resources offered by the Center.

SERVICE & PHILANTHROPY

SCORING: 30 TOTAL POINTS (40 WITH EXTRA CREDIT)

Description	Point Value	Submitted By
Service Profile (must be completed to receive any credit for this category)	NA	Service Profile Spreadsheet
Service Projects (20 points, 30 with extra credit)		
Community Service Project ("hands-on")	0 - 10	Service Project Report
Philanthropy Project	0 - 10	Service Project Report
Service Project	0 - 5	Service Project Report
<i>Extra Credit (10 Points)</i>		
Chapter raised and donated an average of \$50 per member to a Charitable organization	0 or 5	Submit Evidence
Chapter completed an average of 10 community service hours per Member throughout the course of the year	0 or 5	Service Profile Spreadsheet
Reporting and Coordination (5 points)		
Outreach Center Reporting and Coordination	0 - 5	College

Chapter Service/ Philanthropic Project Report

Project Coordinator _____ Chapter _____

Project Title _____ Project Date _____

Time _____ Place _____ % of Chapter in Attendance _____

Was this project co-sponsored with another organization? ___ Yes ___ No

If yes, which organization? _____

How did you co-sponsor this program? _____

Was any money raised during this project? ___ Yes ___ No

If yes, how much and for which charity? _____

Were faculty/staff invited? ___ Yes ___ No

List names of those, if any, who attended: _____

Check the most accurate description for this project:

___ Community Service Project ___ Philanthropy Project ___ Service Project

Brief Description of Project:

What was the student reaction to this project? (participation, amount of discussion, interest and appreciation, comments, suggestions)

What did you want the program to accomplish? If you were to do this program again, how would you improve it?

Rate this program on a 1 to 10 scale (1 is lowest) and explain why you gave this ranking:
