

2009 Greek Awards

Minnesota State University Mankato

The Chapter of the Year award will be presented to the chapter in each council which achieves the highest score on the application packet and through the application process. Chapters will be evaluated in seven categories and on a presentation. In order to be considered for the Chapter of the Year Award, a chapter must submit entries in each of the seven categories.

Chapter Achievement Awards are available in each category and will be presented to chapters receiving at least 80% of the possible points in those categories. The chapter receiving the most Chapter Achievement Awards will not necessarily be named Chapter of the Year.

Each application will be evaluated by three judges who have the ability to determine, in their opinion, whether or not criteria were met. The average of the three judges' scores will determine the number of points earned for each category, and the sum of those averages will determine the total score. Ensuring that proper documentation is included in application materials is the responsibility of Greek chapters, and thus, judges' scores/determinations are final and will not be adjusted by Greek Life staff.

Application Instructions

1. Applications must be submitted by 4:00 p.m. on Friday, February 26, 2010. Late applications will not be accepted.
2. All applications must be submitted in a 3-ring notebook. All applications not submitted in a 3-ring notebook will be returned to the chapter and will not be reviewed.
3. Tabbed dividers must be used to separate different sections of the awards packet.
4. Documentation must clearly identify which section and criterion number it is intended to support.
5. Documentation for various criteria must appear in the order in which it is listed in this awards packet.
6. Provide only the documentation required. For example, if asked to provide evidence that an officer position exists, include the page of the chapter's Bylaws or Constitution that includes the position description, and highlight the pertinent information. Do not include the entire document unless requested.
7. Do not include applications or nominations for individual or specialized awards in the notebook. These are to be submitted separately and require multiple copies.

Notes and Clarifying Points

1. The term "award period" refers to calendar year 2009.
2. If a percentage of member participation is required in order to receive points, and if the neither the criterion nor event is semester-specific (RSO involvement, for example), the semester roster with the largest number of members will be used to determine the percentage of participation achieved.
3. If a person was on the official/final grade roster during the time period of this application, they may be included in the membership for the given semester. If they were not included on the official/final grade roster, they will not be considered members, and their "participation" will not assist the chapter.
4. The term "members" refers to dues-paying new members or initiated members. These members must be considered active members by the national organization. Members who are "inactive" or on "alumni status," or for whom the chapter was not assessed dues by their respective governing council will not be considered.

Campus Involvement (25 pts.)

1. A minimum of 50% of members on the chapter's roster is involved in at least one other non-Greek organization or departmental committee on campus. The organization must be an official RSO, and committee existence must be verifiable. Points will be awarded on the following scale:
 - a. 50%= 2 pts.
 - b. 75%= 3 pts.
 - c. 90%= 5 pts.
2. The chapter fielded teams in at least 1 intramural sport per semester. 1 point per sport will be awarded for each semester, with a maximum of 5 pts. per semester.
3. The chapter co-sponsored *and was involved in the planning of* a minimum of one event per semester with a non-Greek campus organization or department. A minimum of 50% of the chapter's membership must have been involved in the planning of and/or attended the event. 5 pts. per semester

Community Service & Philanthropy (25 pts.)

1. 75% of chapter members participated in a minimum of one chapter-planned philanthropic event (raising money for charity) during the award period. 5 pts.
2. 75% of chapter members participated in a minimum of one chapter-planned community service project (donation of time) during the award period. 5 pts.
3. 75% of chapter members participated in a minimum of one community service or philanthropy event hosted by another Greek chapter, RSO, or other entity. 5 pts.
4. The chapter had an officer or chair, elected or appointed, responsible for planning and monitoring the chapter's service and philanthropic activities. 5 pts.
5. The chapter submitted monthly community service reports every month during the award period. 5 pts. (all or nothing)—TRACKING BEGINS APRIL 1, 2009, but reports must be submitted for January, February, and March.

Scholarship (35 pts.)

1. Chapter's semester GPA met or exceeded the all-men's (fraternities) or all women's (sororities) GPA. 5 pts. per semester
2. Chapter's semester GPA was an improvement (.01 or greater) over the same semester's GPA during the previous award period. Example—Spring 2009 GPA is higher than Spring 2008 GPA. 2 pts. per semester
3. Chapter's new member GPA met or exceeded the freshman men's (fraternities) or freshman women's (sororities) GPA during the Fall semester. 3 pts.
4. Chapter hosted a minimum of one academic skills workshop, with a minimum of 75% chapter attendance, during the award period. 3 pts.
5. Chapter had a Scholarship officer or chair, elected or appointed, responsible for monitoring academic progress and providing programming to assist members. 5 pts.
6. Chapter had a scholarship program or Bylaws section that (5 pts.):
 - a. detailed incentives for good academic performance
 - b. included an improvement plan for members who do not meet expectations
 - c. included academic requirements for officers, new members, potential new members, and "good standing" status

7. Chapter had an active faculty advisor who provided academic assistance. 5 pts.

Recruitment & Retention (25 pts.)

1. For Fraternities, the chapter recruited a number of new members equal to at least 25% of the active chapter for the Fall semester and 10% of the active chapter for the Spring semester. (# of members recruited divided by # of ACTIVE/HOLD-OVER members on grade roster) Points will be awarded for each semester and on the following scale:
 - a. 10 % of active membership (Spring semester)= 3 pts.
 - b. 25% of active membership (Fall semester)= 3 pts.
 - c. 33.4% of active membership= 5 pts.
 - d. 50% of active membership= 8 pts.
2. For Sororities, the chapter recruited to quota through formal recruitment or COR during the Fall recruitment period. 8 pts.
3. For sororities, the chapter met or exceeded total each semester. 4 pts. per semester
4. The chapter retained/initiated at least 75% of the new members who accepted bids during the award period. Points will be awarded on the following scale (NOTE: If no new members were recruited during the award period, no points will be awarded):
 - a. 75%= 1 pt.
 - b. 85%= 3 pts.
 - c. 95%= 5 pts.
5. Chapter did not have any recruitment violations/infractions during the award period. 4 pts.

Risk Management (35 pts.)

NOTE: Programs completed in order to fulfill judicial sanction requirements will not be considered as meeting criteria for this section of the awards application.

1. The chapter sponsored/planned a minimum of one educational program, per semester, for its members on a topic pertaining to Risk Management. 75% of chapter membership must have been in attendance. Suggested topics include, but may not be limited to: responsible alcohol use, safe social planning, hazing prevention, sexual assault prevention and awareness, and CPR or first aid training. Collaboration with other chapters is encouraged and will allow all chapters involved in the planning and execution of the program to earn points. 5 pts. per semester
2. The chapter registered at least one alcohol-free social event per semester. 2.5 pts./semester, 5 pts. total
3. The chapter was not found responsible for any hazing, alcohol, or social event policy violations during the award period. 5 pts.
4. During the award period, the chapter attended, hosted, or co-sponsored a minimum of one educational program pertaining to a Risk Management topic which was open to non-members. 50 % of the chapter's membership is to be in attendance. 5 pts.
5. The chapter had an officer or chair, elected or appointed, responsible for Risk Management within the chapter. 5 pts.
6. The chapter had a comprehensive written Risk Management program in place, including position statements regarding hazing and responsible alcohol use and a sober cab/designated driver program, during the award period. 5 pts.

Greek Community Involvement (25 pts.)

1. The chapter had a minimum of one member submit a letter of intent/application for an elected or appointed position with its respective governing council during the award period. (EXCLUDES Judicial Board Representatives and Recruitment Counselors for sorority recruitment) 5 pts.
2. The chapter had a minimum of one member apply for a position on the Greek Week Team during the award period. 3 pts.
3. A minimum of 50% of the chapter's membership participated in at least one Greek Week activity. 3 pts.
4. A minimum of 25% of the chapter participated in the Greek Blood Drive (donating blood OR volunteering at/prior to the event will suffice for this criteria). NOTE: If a Blood Drive Co-Chair is a member of your chapter, that person may not be counted towards the 25% requirement since that person meets the requirement for submitting a letter of intent for an elected or appointed position. 5 pts.
5. The chapter did not have any unexcused absences from council meetings during the award period. 3 pts.
6. A minimum of one chapter member attended all round-table meetings or workshops hosted by governing council executive officers during the award period. 3 pts.
7. The chapter president or an executive council member attended each semester's leadership retreat. 3 pts total.

Member Education and Development (30 pts.)

1. A minimum of 2 chapter members attended national or regional leadership conferences/conventions sponsored by the inter/national organization during the award period. Attendance at UIFI, MGCA, Futures Quest, or other national/regional Greek conferences will fulfill this criterion. 5 pts.
2. 90% of new members attended a New Member workshop during the award period. 5 pts.
3. The chapter provided a minimum of one educational program targeted to more than new members during the award period. Suggestions include, but are not limited to: etiquette dinner, dressing for success, resume/interviewing skills, wellness programs, etc. 5 pts.
4. The chapter had and submitted a written member education program during the award period. 5 pts.
5. The chapter held a minimum of one all-chapter educational/goal setting retreat per semester during the award period. 75% of the chapter must have been in attendance at each retreat. 5 pts. total.
6. 50% of chapter members attended the Fall or Spring Greek Leadership Conference (dates pending). 5 pts.

Presentation (30 points)

In addition to having applications scored by two judges, chapters will have the opportunity to give an in-person presentation for a panel of judges. During the presentation, chapters should discuss their applications and present evidence of going above and beyond the normal, making a case for why the organization should be named Chapter of the Year. Chapters should be prepared to stand for questions from judges.

Presentations will be scored based on the following:

1. Adherence to all presentation guidelines (1-5 points)
2. Presentation creativity (1-5 points)
3. Ability to respond to questions (1-5 points)
4. Quality of written application materials (1-5 points)
5. Quality of case made for Chapter of the Year designation (1-5 points)
6. Overall impression (1-5 points)

Presentation Guidelines and Notes

1. No more than four members may represent the chapter during the presentation. One presenter must have been a new member during either semester during the award period. The additional three presenters may be any members the chapter chooses.
2. Presentations, including question and answer time, must not exceed 15 minutes.
3. Presentations may include PowerPoint, Flash, or other media.
4. Black and white copies may be provided to judges at the beginning of the presentation.
5. Dates of presentations will be pre-determined, and chapters will have the opportunity to sign up for times. Chapters have the responsibility of selecting a time at which members are available.
6. The chapter shall be responsible for notifying the Greek Advisor of any special media equipment requests 10 days prior to the presentation. Equipment availability can not be guaranteed. A standard PC laptop, projector, and screen will be provided. Other needs, including a Macintosh computer, if desired, will be the chapter's responsibility.
7. Staff can not be held responsible for media or media equipment malfunctions. Having presentations saved in multiple places (CD, flash drive, e-mail) is recommended. Presentations submitted three business days in advance may be saved to the laptop used for the presentation, but this is no guarantee that it will function properly at the time of the presentation.