

PRESIDENT'S AWARD OF EXCELLENCE /ACHIEVEMENT

This is the highest chapter recognition awarded by Valparaiso University. This award recognizes the fraternity and sorority chapter that excel in scholarship, social responsibility, campus involvement and university relations, community service and philanthropy, alumni/ae relations, and member education.

**Nominations are due by 12:00 p.m. on Friday, March 27, 2009 to:
Jennifer Jones-Hall, Assistant Dean of Students for Greek Life/New Student Orientation
121 Kretzmann Hall**

Outstanding chapter of the year will be judged on the following criteria:

SCHOLARSHIP

- * Consistent academic success
- * Strong scholarship programming and chapter resources

SOCIAL RESPONSIBILITY

- * Risk management
- * Alcohol-free functions
- * Educational programming (chapter/campus)

CAMPUS INVOLVEMENT/UNIVERSITY RELATIONS

- * Activities supporting the University community
- * Involvement in campus-wide activities and/or committees
- * Positive public relations

COMMUNITY SERVICE/PHILANTHROPY

- * Number of hours donated
- * Donations to local charities/agencies

ALUMNI/AE RELATIONS

- * Alumni/ae newsletter
- * Social programming

MEMBER EDUCATION

- * Fraternity/Sorority Education
- * Retention of New Members

CHAPTER MANAGEMENT and IFC/PANHELLENIC PARTICIPATION

- * Chapter planning, goal setting and general operations
- * Participation in the Greek governing and programming bodies of Valparaiso University

All chapters are asked to complete this essay evaluation form with the greatest detail possible. Also, please submit all supporting material as requested with the complete essay.

SCHOLARSHIP

Discuss the chapter's scholarship program and its success. In doing this, include Spring semester 2008 GPA, Fall semester 2008 GPA, information on in-house tutorials, study tables, etc. Also, please discuss the logistics of your scholarship program including its current implementation and both short and long-term goals of the program. Preference will be given to chapters that maintain an overall grade point average equal to or above the all men's/women's average.

SOCIAL RESPONSIBILITY

Describe how your organization fulfilled or exceeded its social responsibility. Describe the social programs and events that took place for the chapter. An important aspect of this essay will be discussing how your fraternity/sorority functioned under IFC/PH Risk Management Procedures and the University guidelines for social events. If there were any violations, it is **mandatory** that you mention it in the essay. You should also include an explanation of how the violation occurred, the resolution of this violation, and its effect on your organization. If you had any educational programs sponsored by your chapter (e.g. guest speakers) that dealt with relevant social issues such as drug abuse, diversity, date rape—sexual harassment, include and discuss these in full. Include the number of programs, the topics, the speaker, and the date of the event. Please also include any planned chapter involvement in the campus celebration of Martin Luther King, Jr. Day.

CAMPUS INVOLVEMENT/UNIVERSITY RELATIONS

Provide an overview of your relationship with the University as a whole. If you invited any faculty or staff member to a function of your chapter in the past year, describe the function and in what capacity faculty or staff were included. Describe the activity that took place, the date of the event, the location, and who attended. Please include how many chapter members were present. If the Chapter President met with the Assistant Dean of Students each semester, discuss the results of these meetings. Briefly describe what topics were discussed and when the meetings took place. If the chapter participated in any charitable program in the last year, describe the program. Mention who was involved, what the event entailed, when it took place, and what your organization felt about the entire experience. If your organization attended any leadership conferences, seminars, or workshops, include these in the essay. Be sure to include where the event took place and who attended. If there were any conferences in the area that were sponsored by the Inter/national organization, discuss these in the essay. Once again, include who attended and where the event was held. In this particular scenario, be sure to mention which other chapters attended.

Athletics are an important part of the Greek community; in this essay you are asked to discuss your chapter's involvement with the Campus Recreation Intramural League. Be sure to mention in which sports members of your chapter did and did not participate. If there were any fights or conflicts that took place during an event that required intervention from the Intramural Office, it is **mandatory** that you include a description of the incident in your essay. Also, discuss the intramural program as an experience, what it does for your particular organization and the Greek community as a whole.

COMMUNITY SERVICE/PHILANTHROPY

In this essay, discuss your organization's relationship with the local community. If your chapter held a service project, please indicate so. Include all of the details of the events, such as what the event entailed, when and where it took place, how many members of the organization (and also a percentage of the total chapter) were involved, and the amount of service hours that you donated. If you held a fundraiser this year, please include this in the essay as well. Be sure to mention the date and location, how the funds were raised, whether or not it accomplished what you hoped it would, and how much money/donations were raised as a result of the efforts. Last but not least, talk about your chapter's participation in Homecoming.

ALUMNI/AE RELATIONS

In this essay describe the relationship between your chapter and the alumni/ae associated with it. If you publish an alumni/ae newsletter, describe how this fosters relations between the actives and alumni/ae. If you publish one, it would be helpful if you submitted a copy of it. If you held any event(s) which included alumni/ae, describe the nature of the event(s). Include relevant information, such as when and where the event took place and how many alumni attended. Also, discuss how frequently alumni visit the chapter and attend social functions. Be sure to include information about your alumni housing corporation officers. Discuss their significance to the chapter and the regularity of their meetings. Include when and where these meetings took place and who was involved.

MEMBER EDUCATION

In this essay, discuss your chapters' overall education process. If your chapter maintains an active brother/sister program, please describe it and include any activities that take place within that program. For the new member component, discuss your chapter's success at initiating associate/new members during Spring 2008 and Fall 2008. For example, include information on the percentage of the new members or associate members successfully initiated during Spring 2008 and Fall 2008. If you have a written New Member education program, submit a copy of it. For the sororities, specifically talk about your participation in all aspects of Panhellenic sponsored recruitment, and whether or not you complied with all Panhellenic recruitment guidelines. If there were any violations or infractions, it is **mandatory** that you mention those in the essay. You should also include an explanation and the effect on your chapter. For fraternities, please discuss your chapter's recruitment program and policies. Specifically describe the ways in which your chapter abided by both Fraternity/IFC and University rules on dry recruitment.

CHAPTER MANAGEMENT and IFC/PANHELLENIC INVOLVEMENT

The goal of this section is to gain a better understanding of how well each chapter is managing their house affairs and participation as an active member of the Greek governing and programming bodies. Therefore, please include information concerning goal setting/planning, chapter budgets, and housing contracts. For example, if your chapter was involved in a goal setting/planning retreat, discuss where and when it was held, who participated, and what goals were set. Regarding the budget component, discuss whether or not your house officers successfully submitted a budget to the Alumni Housing Corporation each semester. For housing contracts, please discuss how your chapter utilized and enforced housing contracts. For instance, were they utilized toward the collection of at least 95% of accounts receivable? To conclude this essay, include information on whether or not the chapter participated in any leadership conferences (University or fraternity). If so, please include information about who sponsored the conference, what kind of conference it was, and who from your chapter attended.

Discuss the importance of the IFC and Panhellenic in the Greek community. Be sure to emphasize areas where you feel the roles of the organizations could improve as well as accentuating their positive points. Also, include information about who represented your chapter to these organizations, whether or not your dues were paid promptly, your attendance record (number of excused and unexcused absences), if you attended all training programs.

If any members of your chapter attended the National or International convention during Spring 2008 or Fall 2008, please indicate so in this essay. When writing about it, be sure to include where and when it was, the number of people there, and the topics and issues that were discussed

FINALLY...

A list or essay containing all the ways that the chapter has gone **above and beyond** the requirements and/or any information that is wished to be taken into consideration for the award is to be submitted. This is a list of **examples, not requirements.**

- Showing recognition to individual members for scholastic achievements.
- Implementing changes or showing efforts of striving to improve the new member education program.
- Showing an effort to learn about the individual members of one's chapter outside of new member education.
- Sponsoring an event with at least one other same-sex Greek social organization a year.
- Sponsoring an event with a non-Greek organization on campus.
- Practicing good sportsmanship.