

Valparaiso University Fraternity and Sorority Life

Chapter Action Plan

Annually, fraternities and sororities will complete a Chapter Action Plan outlining specific goal areas for the upcoming year. This form is due annually on September 15.

The Chapter Action Plan should consist of at least three chapter goal areas with details steps for achieving each goal. Please remember that when goal setting, it is recommended that you use the SMART Goal format:

- S:** specific (who/what/when/where)
- M:** measurable (how will you know when the goal is completed?)
- A:** attainable (can you realistically accomplish the goal?)
- R:** relevant (why should you do this - is it based on your values?)
- T:** time-bound (realistic time-frame to complete each step of the goal)

Fraternity/Sorority:	Year:
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Goal Area 1:			
Action Step:	Deadline:	Who is Responsible?	Potential Challenges?

Goal Area 2:			
Action Step:	Deadline:	Who is Responsible?	Potential Challenges?

Goal Area 3:			
Action Step:	Deadline:	Who is Responsible?	Potential Challenges?

Goal Area 4:			
Action Step:	Deadline:	Who is Responsible?	Potential Challenges?

Once completed, please save as a PDF file and e-mail to your chapter's University Liaison.