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| Standards of Excellence Awards ApplicationsLogo |
| Kent State UniversityCenter for Student Involvement |
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standards of excellence

# **Kent state University fraternity and sorority life**

**Chapter Presidents and Advisors,**

Kent State University Fraternity and Sorority Life and the Center for Student Involvement are proud to present the Fraternity and Sorority Life Standards of Excellence. The Kent State University Fraternity and Sorority Life Standards of Excellence were created to provide a standard for achievement and recognition by which all chapters should strive to emulate. The goals of the Standards of Excellence program not only support the ideals and goals of our chapters, but also incorporate the standards set by our community: Scholarship, Service & Philanthropy, Brotherhood/Sisterhood, Leadership, and Community. This program will assist the chapters in achieving their highest awards from their Inter/national organizations.

In order to properly assess the success of your chapter, we must hold you to the standards in which you represent. In the Standards of Excellence packet, you will be assessed in five categories: scholarship, brotherhood/sisterhood, service and philanthropy, leadership, and community. Each category includes a list of sub standards that you are expected to meet as a chapter. You will be assessed annually and expected to achieve an average of 60% or higher in each standard. If you achieve a 75% or higher in a standard, you will receive a standard of excellence. If you achieve a 75% or higher in all five standards, you will be considered a Chapter of Excellence. If a chapter scores below 60% in one or more of the standards, the chapter will be required to submit a Chapter Improvement Plan explaining how they will improve that area in the future.

The following awards are available to our chapters:

Standards

* Standards of Excellence (based on points earned in designated categories)
	+ Academic
	+ Brotherhood/Sisterhood
	+ Service and Philanthropy
	+ Community
	+ Leadership
* Chapter of Excellence (awarded to chapters that receive all five standards of excellence)

Chapter Excellence Awards

* Outstanding Community Service Project of the Year
* Outstanding Philanthropy Project of the Year
* Outstanding Educational Program of the Year
* Outstanding Collaborative Program of the Year
* Outstanding Innovative Program of the Year
* Chapter of the Year (one winner per council, if applicable)

Individual Excellence Awards

* FSL Man and Woman of the Year
* Chapter President of the Year
* Outstanding On-Campus Advisor
* Richard G. O’Brien Chapter Advisor of the Year
* Matthew Butts Greek Vision Award
* Order of Omega Emerging Leader Award

Please submit all completed award packets to DropBox. Packets will be distributed to the appropriate Judge’s Committee for review and winners will be announced at the Annual Fraternity and Sorority Life Night of Achievement. **All packets are due by Friday, January 25, 2019 by 5:00pm**

### things to keep in mind

* Answers and documentation need to be inputted directly in the packet.
* We will be assessing based on a calendar year. Submission materials should cover only **January 1, 2018-December 31, 2018**. Please only include information in this packet that covers all of the year 2018.
* Every standard is worth a point value and is listed next to the standard. All of the standards are worth the point value listed and you will receive either all or none of the points based on your plan, position, or program. There are also some standards that have a rubric attached. Those standards will be judged by the quality of the plan, position, or program you submitted. The total number of points available for each section is listed at the end.
* Any standard that says “FSL staff will use records for determination” does not require submission documents from the chapter.
* **Photographs are not required for any standard in the packet and will not get you more points.** Be sure to include all necessary documentation. A description of expected documentation is provided with every standard point.
* The Standards of Excellence packet should be submitted **by Standard in separate PDFs**. The documents should include all answers and evidence and be organized in such a way that is fluent and easy for the judge’s to read and evaluate. All individual excellence and chapter excellence awards should be submitted as a separate individual PDF. **The final file should be named SOEYear-Chapter. (For example: SOE2018-SigmaNu)**
* The Standards of Excellence submission letter must be completed by the person submitting the packet, the chapter President, and the chapter advisor. This can be found on the last page of the packet.
* All individual nominees must be in good standing with his/her chapter and the University.
* A maximum of one FSL Woman of the Year and FSL Man of the Year will be chosen.
* The judges for the awards will be comprised of on-campus faculty and staff and organizational staff and volunteers from other campuses or Headquarters. The judges will review the chapter’s Standards of Excellence packet based upon the criteria outlined in the rubric pages. Judges reserve the right to score a recipient based on the quality of their submission.
* If you would like a review of the awards packet or process, please connect with an FSL staff member.
* The Chapters of Excellence will be announced at the Annual Fraternity and Sorority Life Night of Achievement.
* Any packet submitted after the deadline will not be considered. Packets that include any false or misleading information will be disqualified for consideration and announced as such at the Annual Fraternity and Sorority Life Night of Achievement.
* **Packets will be due on January 25, 2019.**

# **Scholarship**

1. Chapter is at or above the gpa average required by their governing council, respectively. (200 points per semester)

* Fraternity and Sorority Life staff will use grade reports for determination.

2. Chapter’s Active GPA standard is not lower than the minimum standard for new members. (50 points)

* Documentation may include a written copy of the new member gpa and the active member gpa.

3. Chapter has a dedicated position for academic achievement. (100 points)

* Documentation may include a written position description, a list of the officer’s goals for their term and how they have achieved those goals.

4. Chapter has a written plan for supporting members who are not meeting the chapter’s expectations for academic achievement. (200 possible points)

* Documentation may include an overview and description of the plan which should include University resources related to academics and how the plan is utilized.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No plan provided. | Plan demonstrates slight support for academic achievement. | Plan demonstrates moderate support for academic achievement. | Plan demonstrates strong support for academic achievement. | Plan demonstrates exceptional support for academic achievement. |

5. Chapter shows an exceptional commitment to academic achievement. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation would include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to academic achievement. | Slight commitment to academic achievement. | Moderate commitment to academic achievement. | Strong commitment to academic achievement. | Exceptional commitment to academic achievement. |

**Total of 950 points available for this section.**

# **Brotherhood & Sisterhood**

1. Chapter has held at least one event per semester that promotes membership connectedness and brotherhood/sisterhood. (100 points per semester)

* Documentation would include a description of the program and the impact made on members.

2. Chapter held a minimum of one Chapter retreat (alcohol free) for all members, new members (if applicable), and officers each year. (200 points)

* Documentation would include retreat schedule, description of the program, and impact made on attendees.

3. Chapter has an operational means to enforce chapter standards and Inter/National organization policies (Judicial Board, standards Committee, Honor Board, etc.) (100 points)

* Documentation would include a letter from the Inter/National organization and/or advisor indicating that this mechanism is in place, meets the National standard, and an explanation of how the board/committee is utilized.

4. Chapter retains 85% of new members from acceptance of bid to initiation. (100 points)

* Fraternity and Sorority Life staff will use records for determination.

5. Chapter has a written new member education plan that has been approved by the Inter/National organization and/or advisor and includes the following: (200 possible points)

* Kent State hazing policies and anti-hazing education materials
* Risk Management and Alcohol Policies
* History (Please do not include your ritual)
* Responsibilities of membership
* Documentation would include a copy of the new member education program, materials used, and evidence of its approval.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No plan provided. | Plan demonstrates slight support for new member development. | Plan demonstrates moderate support for new member development. | Plan demonstrates strong support for new member development. | Plan demonstrates exceptional support for new member development. |

6. Chapter held or attended a ritual awareness workshop or program that allowed chapter members the opportunity to recommit themselves to the oaths and principles of the organization. (200 possible points)

* Documentation would include a description of the program and the impact made on members.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No program provided. | Program demonstrates slight support for ritual awareness. | Program demonstrates moderate support for ritual awareness. | Program demonstrates strong support for ritual awareness. | Program demonstrates exceptional support for ritual awareness. |

7. Chapter shows an exceptional commitment to brotherhood/sisterhood. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation would include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to brotherhood/sisterhood. | Slight commitment to brotherhood/sisterhood. | Moderate commitment to brotherhood/sisterhood. | Strong commitment to brotherhood/sisterhood. | Exceptional commitment to brotherhood/sisterhood. |

**Total of 1,200 points available for this section**

# **Philanthropy & Service**

1. Chapter members average a minimum of 10 community service hours **per semester** per member and hours are documented through the community service reporting form found at kentstatefsl.com/resources. (100 points per semester)

**Note:** Spring semester hours take place January 1 - June 30. Fall semester hours take place July 1 - December 31.

* Fraternity and Sorority Life staff will use records for determination.

2. Chapter averages $25 raised for a philanthropic effort per member **per year** and donations are documented through the philanthropy reporting form found at kentstatefsl.com/resources. (200 points)

* Fraternity and Sorority Life staff will use records for determination.

3. Chapter has adopted a National philanthropy or has a local philanthropic partnership. (100 points)

* Documentation would include a written description of the supported organization and efforts toward funding it.

4. Chapter hosts at least one philanthropy event or fundraising effort a year. (100 points)

* Documentation would include a description of the program and the impact made on organization.

5. Chapter participates in at least one service activity per year with a minimum of 40% in attendance. (100 points)

* Documentation would include a description of the event and the impact made on the organization.

6. Chapter has an elected or appointed position in charge of coordinating community service and/or philanthropic events. (50 points)

* Documentation may include a written position description, a list of the officer’s goals for their term and how they have achieved those goals.

7. Chapter shows an exceptional commitment to community service. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation would include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to community service. | Slight commitment to community service. | Moderate commitment to community service. | Strong commitment to community service. | Exceptional commitment to community service. |

8. Chapter shows an exceptional commitment to philanthropy. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation would include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to philanthropy. | Slight commitment to philanthropy. | Moderate commitment to philanthropy. | Strong commitment to philanthropy. | Exceptional commitment to philanthropy. |

**Total of 1,150 points available for this section.**

# **Leadership**

1. Chapter members hold membership in campus-based recognized student organizations. (100 points available – 1 point per averaged percentage point of chapter members holding membership in another recognized student organization).

* Example: If 67% of your chapter holds membership in another campus-based student organization, you will receive 67/100 points for this category.
* See next standard for documentation.

2. Chapter members hold a leadership position in campus-based recognized student organizations. (100 points available – 2 points per averaged percentage point of chapter members holding a leadership position in another recognized student organization).

* Example: If 40% of your chapter holds a leadership position in another campus-based student organization, you will receive 80/100 points for this category.
* Documentation will include a **numbered** list of chapter members, organizations, and positons held. This should be in a table with the name of the member in column A, the organization in column B, and the position held (if applicable) in column C. \*Positions will be verified with the Associate Director of the Center for Student Involvement.\*

3. Chapter hosts an awareness event for a social or cultural issue or attends an awareness event for a social or cultural issue with at least 75% of chapter members in attendance. (200 points for hosting, 100 points for attending).

* Documentation would include a description of the program, the number of members in attendance, and the impact made on attendees.

4. Chapter held an executive board training/transition workshop for new officers. (200 points)

* Documentation would include a description of the workshop, evidence of the agenda, and a list of the officers who attended.

5. Chapter has an appointed or elected chapter officer responsible for educational programming and member development. (50 points).

* Documentation may include a written position description, a list of the officer’s goals for their term and how they have achieved those goals.

6. Chapter has an appointed or elected chapter officer responsible for risk management. (100 points)

* Documentation may include a written position description, a list of the officer’s goals for their term and how they have achieved those goals.

7. Chapter provides programming through training and/or workshops specific to developing leadership skills of its members. (100 possible points)

* Documentation would include a description of the program and the impact made on members.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 25 points | 50 points | 75 points | 100 points |
| No program provided. | Program demonstrates slight support for member leadership.  | Program demonstrates moderate support for member leadership. | Program demonstrates strong support for member leadership. | Program demonstrates exceptional support for member leadership. |

8. Chapter has Membership Development programming and/or a Membership Development plan designed to further the education of current members. (100 possible points)

* Documentation would include a written copy of the plan or a description of the program and the impact made on members.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 25 points | 50 points | 75 points | 100 points |
| No program provided. | Program demonstrates slight support for member development.  | Program demonstrates moderate support for member development. | Program demonstrates strong support for member development. | Program demonstrates exceptional support for member development. |

9. Chapter has a written Crisis Management Plan. The plan should be easily accessible to all members, include protocol for notifying all required parties, and provide information on how to address public relations and psychological challenges. (100 possible points)

* Documentation would include the written plan along with information on how plan is accessed in case of an emergency. This plan may be an adaptation from materials provided by National organization.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 25 points | 50 points | 75 points | 100 points |
| No plan provided. | Plan demonstrates slight support for crisis management.  | Plan demonstrates moderate support for crisis management. | Plan demonstrates strong support for crisis management. | Plan demonstrates exceptional support for crisis management. |

10. Chapter shows an exceptional commitment to leadership. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation would include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to leadership. | Slight commitment to leadership. | Moderate commitment to leadership. | Strong commitment to leadership. | Exceptional commitment to leadership. |

**Total of 1,250 points available for this section.**

# **Community**

1. Chapter sponsors at least one program or event with a non-Greek student organization per year. (200 points)

* Documentation would include a description of the program and the impact made on attendees.

2. Chapter participates in the homecoming parade and Songfest. (100 points per event)

* Fraternity and Sorority Life staff will use records for determination.

3. The chapter has participated in or held at least one program covering the following topics per semester with at least 75% of chapter members in attendance: fire safety, personal safety, self-defense, or other topic related to personal risk management. (100 points per semester)

* Documentation would include a description of the program and the impact made on attendees.

4. Chapter attends at least one Sexual Misconduct Educational Session Approved by Fraternity and Sorority Life Staff once per a year with 75% of chapter in attendance. (200 points)

* Documentation would include a description of the program and the impact made on attendees.

5. Chapters participate in all council sponsored and Fraternity and Sorority Life office sponsored recruitment events (formal recruitment, IGC Week, Festival, etc.) (100 points).

* Documentation would include a description of the event and the impact made on members.

6. Chapter has a defined list of goals for the year. (100 possible points)

* Documentation would include the written list of goals and completion status and updates.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 25 points | 50 points | 75 points | 100 points |
| No goal provided. | Goals demonstrate slight commitment to chapter development. | Goals demonstrate moderate commitment to chapter development. | Goals demonstrate strong commitment to chapter development. | Goals demonstrate exceptional commitment to chapter development. |

7. Chapter has a written public relations plan, with goals and objectives. (100 possible points)

* Documentation would include the written plan and how the plan is utilized.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 25 points | 50 points | 75 points | 100 points |
| No plan provided. | Plan demonstrates slight support for public relations. | Plan demonstrates moderate support for public relations. | Plan demonstrates strong support for public relations. | Plan demonstrates exceptional support for public relations. |

8. Chapter shows an exceptional commitment to community. (200 possible points)

* This is an opportunity to speak to the things your chapter does that may not be listed above. Points will be determined by judges based on the above standards and the chapter’s overall commitment to the standard. Documentation may include a narrative of no more than two pages describing the chapter’s commitment to the standard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 0 points | 50 points | 100 points | 150 points | 200 points |
| No commitment to community. | Slight commitment to community. | Moderate commitment to community. | Strong commitment to community. | Exceptional commitment to community. |

**Total of 1,300 points available for this section.**

## Standards of Excellence Submission Letter

**Chapter Name:** Choose an item.

**Name of the Member Submitting Packet:** Click here to enter text.

**Email:** Click here to enter text.

**Read the statement below and check the box of understanding.**

[ ]  *I hereby attest that all information submitted in this packet by my chapter is true to the best of my knowledge. I understand that if false information is submitted in this packet, my chapter will be ineligible for recognition and ineligibility will be made public at the Fraternity and Sorority Night of Achievement banquet.*

**Electronic Signature of President:** Click here to enter text.

**Electronic Signature of Member Submitting Packet:** Click here to enter text.

**Electronic Signature of Chapter Advisor:** Click here to enter text.

If you have any questions, please contact the Fraternity and Sorority life staff at kentstatgreeklife@gmail.com.