

**Standards of Excellence**

**Spring & Fall 2016**

Organization: Choose an item.

**Chapter Contact Information:**

|  |  |  |
| --- | --- | --- |
| President: Click here to enter text. | Email: Click here to enter text. | Phone: Click here to enter text. |
| Advisor: Click here to enter text. | Email: Click here to enter text. | Phone: Click here to enter text. |

**Chapter’s Council (check box):**

[ ]  Interfraternity Council (IFC) [ ]  National Pan-Hellenic Council (NPHC)

[ ]  Multicultural Greek Council (MGC) [ ]  Panhellenic Association (PAN)

The Chapter President and Advisor listed above attest and verify that the enclosed submission has been reviewed by the appropriate parties and is true and accurate to the best of their knowledge. Further, they attest that the work submitted as documentation is authentic and not re-created for this submission. Additionally, they confirm that the work comprising the submission is the work of the students and the chapter. Finally, they agree that if any part of this submission is found to be inaccurate, untrue, or developed for the sole purposes of this submission, the chapter will be disqualified from all associated recognition processes for the current year.

**Standards of Excellence**

**Background**

The Fraternity and Sorority community at George Mason University holds high the community standards of Scholarship, Leadership & Engagement, Chapter Management & Self Governance, and Responsible Social Conduct. Through the Standards of Excellence fraternities and sororities are evaluated in order to remain recognized organizations in good standing and be eligible for university awards, services, and goods. Each standard puts forth minimum expectations for fraternities and sororities to abide by and exceed. The Standards of Excellence also serves to recognize organizations for their commitment to our community standards and exemplary service to the University

**Standards Assessment Tool**

At the conclusion of each calendar year, chapters will be required to turn in the Standards Assessment Tool (SAT), which outlines the chapter’s accomplishments of the Standards of Excellence along with qualifying documentation. The SAT will indicate which documentation the chapter is responsible to provide and which will be provided by Fraternity and Sorority Life. After the completed SATs are turned in, they will be reviewed and scored by a Fraternity & Sorority Life staff member. Scored SATs will be used as the foundation for SOE awards. Chapters will receive an audit report detailing scores in addition to items of strength and areas for improvement. The audit report will also issue the formal recognition level achieved by the chapter. The audit will be available after the Standards of Excellence Awards Ceremony.

**SAT Scoring**

Points awarded for the standards reflect a comprehensive picture of a fraternity or sorority chapter. Fraternity and Sorority Life staff will utilize the following point system to score a chapter’s SAT.

*0 - Chapter did not prove they met the standard*

*1 - Chapter partially met the standard/ proof was questionable*

*2 - Chapter fully met the standard and provided proof*

**NOTE:** Points will NOT be awarded for any standards that were met as a result of requirements from a sanction (i.e. community service hours, education session, etc.).

**Timeline**

The Standards of Fraternal Excellence will be a year long assessment and recognition tool for the Mason fraternity and sorority community. The chapter is responsible to collect documentation to prove they have met the standards; except where information in the SAT indicates that it will be provided by FSL

***Chapters must submit the SAT by January 27, 2017.***

* Chapters who do not submit a completed SAT by this date will automatically be placed on probation until the SAT is turned in.
	+ *Probation includes no intramural participation, no room reservations, no access to SFB funds, and no participation in any on-campus events as a chapter.*
* Turning the SAT in late will result in the chapter being ineligible for SOE awards.
* **Chapters that do not turn in an SAT by the end of the semester will no longer be recognized by the Office of Student Involvement.**

A copy of the Audit Report regarding chapter standing will be sent to headquarters/national board, advisor, and chapter president after the Standards of Excellence Awards Ceremony.

**Recognition of Achievements**

The standards reflect a tremendous amount of work on the part of chapter members, leaders, advisors and inter/national staff and volunteers. Chapters that meet these standards will be recognized at the Fraternity and Sorority Life Awards Ceremony each spring. The following points breakdown signifies the corresponding award that will be rewarded:

*Overall Standards Achievement*

**Points**  **Status**

90% of total points: Chapter of Excellence

80% of total points: Chapter of Achievement

70% of total points: Chapter of Promise

50% of total points: Probationary Chapter

Less than 50%: Underperforming (Not in good standing)

*Functional Area Achievement (i.e. Scholarship, Chapter Management, etc.)*

80% of points in any given area: Certificate of Achievement

**Instructions & Helpful Hints**

The following information is provided to assist chapters in completing the Standards of Excellence Standards Assessment Tool*. Please follow all instructions carefully to ensure the opportunity to receive full credit.*

**General:**

* The 2016 Standards of Excellence concerns only events/programs/workshops/etc. that occur between January 1, 2016 and December 31, 2016
* All application materials must be completed and submitted electronically to Fraternity and Sorority Life by ***5:00pm on Friday, January 27, 2017***
* All Chapters must complete the Standards of Excellence Standard Assessment Tool and submit it electronically using the USB Drive provided by FSL
* Organizations should consult with past chapter leadership and advisors when completing the SAT
* Answer all questions to the best of your ability. **Supply any and all supporting documents as requested in the Standards of Excellence Word Document**. Utilize chapter records to complete your application.
* Please keep an electronic copy of the application for your records and in case of discrepancies
* Remember that submissions are reviewed and scored by someone who does not know the inner workings of your chapter and was not necessarily there as you achieved each criterion. Your entry should be user friendly for someone who is not familiar with the inner workings of your chapter.
* Only events or activities sponsored and implemented by the chapter NOT events/policies, etc. sponsored solely by an (inter)national organization (except as specifically designated in criteria) will be considered.
* Students are expected to do all the work related to preparing the SAT and to accurately represent the work of their chapter. Successful advising of the SOE Program includes providing tips, offering suggestions, connecting students with support from FSL if necessary, challenging students to work in advance, and reviewing the application before submission.

**Using the Word Application:**

* **Begin by opening the application packet and immediately saving it to your computer using the following filename format *Organization name-SOE-2016* (e.g DeltaDeltaDelta-SOE-2016). This is the version of the file to complete and submit. If you skip this step, your responses will not save in the word form.**
* **Use a PC to complete this document. Microsoft Word forms do not work correctly on a Mac.**
* **Include all supporting documentation in the provided FSL Standards of Excellence Word Document**

**Completing the SOE:**

* There is a criteria form for each of the SOE categories. Each form contains a series of statements designed to highlight an excellent chapter initiative or program.
* Read every criteria statement very carefully and respond to every criteria statement according to the instructions provided.
* Self-score each criteria to the level you feel your chapter has met/accomplished the specific criteria
* Provide **a descriptive response** for each applicable criteria in the documentation section and move to the next question. Include pictures where you deem appropriate or needed. The more descriptive your response is the easier it is for the reviewer to evaluate.

**About Documentation:**

* Nearly every criteria statement on the SAT requires documentation. All of the supporting documents should be included in the word document
* Examples of supporting documents are: meeting minutes or agendas, thank you letters, photos, news articles, printed programs, program fliers, program evaluations, emails, letters, and so on.
* Documentation must provide evidence that programs were planned AND implemented.
* Joint programming and collaboration is encouraged. However, documentation must clearly portray the level of involvement of the chapter, and that level of involvement should be equal to or greater than that of co-sponsors.
* Documentation for all responses is required in order to receive full credit. Some questions include directions about what constitutes documentation. Material specifically requested must be included to receive full credit for the response.
* The FSL staff has a limited amount of time to locate documentation. If the documentation is not well organized, the staff may not be able to locate the necessary information or give full credit for a response.

**Do’s & Don'ts**

***DO:***

* Use screen shots of relevant web-based pages as documentation.
* Provide sound rationale for N/A responses. If the chapter has made a conscious decision not to address the criteria, state this and provide a rationale. If the chapter cannot address it because of organization restrictions, limitations, or resources, please explain.
* Insert a piece of documentation that is specifically requested every time it is requested in the proper place.
* Have someone who is not a member of your chapter review the entry to ensure they can find each piece of documentation. If this person can't find it, the FSL staff probably can't either.
* Think in terms of proof. Ask yourself, "does this documentation prove we met this criteria?"

***DON'T:***

* Retype the criteria form. Use the form as provided and all form fields can be typed in and saved.
* Include a complete set of governing documents (copy of the constitution, bylaws, etc.) every time the document needs to be referenced. Please include only the required information.
* Include documentation material unless it is in support of a response to a specific criteria statement or has been specifically requested. Extra documentation may hurt a chapter’s score if it keeps the judges from finding the right information.
* Include website addresses as documentation.
* Assume a flier announcing an event is proof the event actually happened.

**Standards of Excellence**

**Standards Assessment Tool**

**&**

**Self-Audit Rubric**

**Self-evaluate your chapter using the following scale**

*0 – Did not met the standard*

*1 – Partially met the standard*

*2 – Fully met the standard*

*N/A – Not applicable*

**Standard I: Scholarship**

**Purpose:** *The educational mission of GMU is the key component to a strong fraternity and sorority community. It is expected that one of the main goals of fraternities and sororities should be to promote academic achievement. Chapters should provide an environment that facilitates studying and promotes academic achievement.*

**Criteria Statements (Minimum Standards):**

|  |  |
| --- | --- |
| Choose an item. | 1. The chapter has an active officer whose responsibility is the scholastic enhancement of the chapter members. Such a position has a written job description, including specific responsibilities and duties. ***Name of Officer and Position Title:*** Click here to enter text.***Provide position job description, specific responsibilities, etc.*** Click here to enter text. |
| Choose an item. | 2. The chapter achieved at least a 2.5 term GPA for Spring and Fall***Documentation Provided By FSL*** |
| Choose an item. | 3. The chapter New Member class achieved at least a 2.5 term GPA in each term new members were taken.***Documentation Provided By FSL*** |
| Choose an item. | 4. The chapter has a minimum GPA standard to hold office.***Chapter Officer GPA Requirement***: Click here to enter text. |

**Criteria Statements (Merit/Achievement Standards):**

|  |  |
| --- | --- |
| Choose an item. | 5. The chapter establishes and maintains a detailed academic/scholarship program that includes:* + 1. Academic and scholastic programming (beyond study hours) during each semester for the entire chapter.
		2. Minimum GPA requirements for all chapter members, including new members, and officers that reflect the FSL Community standard (2.5) or higher.
		3. A written process that describes the consequences, potential sanctions, and review of process for members who do not meet the academic standards set by the chapter and/or organization.
		4. A written process that describes the methods of recognition in place for members who do meet the academic standards set by the chapter and/or organization.

***Include your chapter’s academic program/plan:***Click here to enter text. |
| Choose an item. | 6. The chapter GPA was above either the All Men’s GPA for fraternities or All Women’s for Sororities for the Spring and Fall***Documentation Provided By FSL*** |
| Choose an item. | 7. The chapter sponsors, co-sponsors, or attends at least two (2) academic enhancement programs each year. Examples include: time management, campus academic resources, study skills, note taking strategies, etc.***Documentation for academic enrichment program 1# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******Documentation for academic enrichment program 2# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional academic enrichment programs:***  Click here to enter text. |
| Choose an item. | 8. The chapter has a program in place that promotes student/teaching faculty relations. This program could include: * + - An invited speaker (teaching faculty member) to address the chapter.
		- Discussions led by a teaching faculty member.
		- Social interaction for members of the chapter and members of the teaching faculty.

***Documentation for student/teaching faculty relations program# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional student/faculty relations programs:***  Click here to enter text. |

 **Criteria Statements (Bonus Standards):**

|  |  |
| --- | --- |
| Choose an item. | 9. The chapter has members who hold membership in one or more collegiate academic honor societies on campus. For a list of collegiate academic honor societies visit the following links: * <http://en.wikipedia.org/wiki/Honor_society#Colleges_and_universities>
* <http://www.achsnatl.org/quick_link.asp>

***List members and academic honorary organizations they are involved in:***Click here to enter text. |
| Choose an item. | 10. The chapter has a cumulative GPA above a 3.0 in both semesters.***Documentation Provided By FSL*** |

**Standard II: Leadership & Engagement**

**Purpose:** *Fraternities and sororities are structured as sub-organizations within the larger campus community. Common traditions such as Homecoming and Greek Week bind the community together and contribute to a thriving campus life. Involvement in campus life outside of fraternity and sorority life is highly encouraged. Involvement and engagement helps chapters fulfill their mission, and gives members the opportunity to learn from new experiences. One of the cornerstones of community involvement is allowing sorority and fraternity members to make use of their various talents and passions. Chapters embody this important component of our community by raising funds for charity, donating their time and by raising social awareness. These efforts are done to improve our communities both within and outside of the GMU campus.*

**Criteria Statements (Minimum Standards):**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Choose an item. | 1. The Chapter will have at a minimum, 10% of its membership involved in another student organization (non-fraternity or sorority related). ***# of chapter members:*** Click here to enter number. ***# of members involved:*** Click here to enter number. ***% of members involved:*** Click here to enter number.***List all 2016 members and any organization they are involved in and which, if any, leadership positions they held in those organizations:***

|  |  |
| --- | --- |
| ***Member Name:*** | ***Student Organization & Leadership Position*** |
| Click here to enter text. | Click here to enter text. |

 |
| Choose an item. | 3. The chapter sends required parties to regional/national leadership development activities and conferences each year. ***List regional/national development activities and conferences and which members attended each***; ***be sure to identify which members/officers are required to attend each activity and conference*** Click here to enter text. |
| Choose an item. | 4. The chapter has an active officer whose responsibility is the development of philanthropic, service, and community awareness events for the chapter to coordinate or participate in. Such a position has a written job description, including specific responsibilities and duties.***Name of Officer and Position Title:*** Click here to enter text.***Provide position job description, specific responsibilities, etc.*** Click here to enter text. |
| Choose an item. | 5. The chapter completes an average of 5 hours of community service per member each year***Documentation Provided By FSL – Verified through data entered in getconnected.gmu.edu*** |
| Choose an item. | 6. The chapter sponsors or co-sponsors at least one (1) event each year that is designed to raise money (Philanthropic) for a community agency.***Documentation for philanthropic program# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional philanthropic programs:*** Click here to enter text. |
| Choose an item. | 7. The chapter sponsors or co-sponsors at least one (1) event each year that is designed to benefit a community service or agency though volunteer hours and hands-on work (community service).***Documentation for community service program******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional community service programs:*** Click here to enter text. |

**Criteria Statements (Merit/Achievement Standards):**

|  |  |
| --- | --- |
| Choose an item. | 8. The chapter co-sponsors at least one (1) event/program with a non-Greek organization each year.***Documentation for co-sponsored program with a non-Greek organization******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:*** |
| Choose an item. | 9. The chapter employs a public relations/marketing plan in order to communicate with the entire campus what it is doing.***Provide chapter’s public relations/marketing plan*** Click here to enter text. |
| Choose an item. | 10. The Chapter will have at a minimum, 50% of its membership involved in another student organization (non-fraternity or sorority related).***Documentation provided in Minimum Standard 1*** |
| Choose an item. | 11. The chapter has members in elected/appointed leadership positions in other student organizations or campus leadership positions.***Documentation provided in Minimum Standard 1*** |
| Choose an item. | 12. The chapter exceeds 10 hours of service per member per year. ***Documentation Provided By FSL – Verified through data entered in getconnected.gmu.edu***  |
| Choose an item. | 13. The chapter invites and has participation from non-affiliated students/organizations in their philanthropic and service events at least one (1) time per year. ***Provide documentation on participation by non-affiliated student/organizations in chapter philanthropic and service event(s)***Click here to enter text. |
| Choose an item. | 14. The chapter participates in at least two (2) other organizations’ community service/philanthropic/awareness events each year. ***Documentation for participation in other organizations’ community service/philanthropic/awareness program 1******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******Documentation for participation in other organizations’ community service/philanthropic/awareness program 2******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional participation in other organizations’ community service/philanthropic/awareness programs:*** Click here to enter text. |

**Criteria Statements (Bonus Standards):**

|  |  |
| --- | --- |
| Choose an item. | 15. The chapter member(s) attending leadership conferences/workshops (ex. UIFI, Leadershape, Campus sponsored leadership program, Futures Quest, etc.) either through chapter sponsorship (chapter pays for member(s) to attend); receiving a scholarship to attend; or the conference/workshop is free to attend. These conferences/workshops are in addition to those required by your inter/national organization or those hosted by FSL.**Provide documentation of leadership conferences/workshops the chapter sponsored and members that attended**Click here to enter text. |
| Choose an item. | 16. The chapter exceeds 15 hours of service per member per year. ***Documentation Provided By FSL – Verified through data entered in getconnected.gmu.edu***  |
| Choose an item. | 17. The chapter donates 100% of the monies raised to the philanthropy of their choice (i.e. no money raised is used to execute the event/program). ***Total money raised by chapter for philanthropy*** Click here to enter number.***Total money budgeted by chapter for philanthropic efforts*** Click here to enter number.***Total money spent on philanthropic efforts*** Click here to enter number. |
| Choose an item. | 18. The chapter co-sponsors an additional event/program with a non-Greek organization each year. ***Documentation for additional co-sponsored program with a non-Greek organization******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional co-sponsored program with a non-Greek org:***  |
| Choose an item. | 19. The chapter sends more than the required parties to regional/national leadership development activities and conferences each year. ***Documentation provided in Minimum Standard 3*** |

**Standard III: Chapter Management & Self-Governance**

**Purpose:** *In order to maintain a solid base of operation, each chapter should responsibly conduct its internal affairs. GMU values the autonomy of the undergraduate officers in their decision making skills that affect chapters now and in the future. However, as organizations that are guests at GMU and that also represent an Inter/National entity, each chapter should fulfill certain obligations. One of the central goals of the fraternity and sorority community is to further the development of its members. In order to achieve this, we must commit to promoting the leadership potential of members in all stages of their GMU experience. These highly educated and responsible leaders set an example through their efforts.*

**Criteria Statements (Minimum Standards):**

|  |  |
| --- | --- |
| Choose an item. | 1. The Chapter Constitution and/or By-laws are updated and ratified annually with a copy submitted to the FSL and OSI.***Date Chapter Constitution and/or By-laws were updated and ratified:*** Click here to enter a date.***Most recent Chapter Constitution and/or By-laws must be upload to getconnected.gmu.edu;FSL will verify that Constitution and By-Laws have been submitted*** |
| Choose an item. | 2. Each chapter has a chapter advisor (who attends meetings, advisor meetings, etc.) who has the support of the inter/national organization and submits annually a letter of support/appointment from the (inter)national organization for the advisor(s).***Documentation provided by FSL*** |
| Choose an item. | 3. Chapter maintains a minimum number of members: IFC – 15, NPHC – 5, MGC – 5, PHC – 15***Documentation provided by FSL*** |
| Choose an item. | 4. The chapter has an active officer or chapter representative whose responsibility is the development of recruitment/intake education, processes, administration, and events. Such a position has a written job description, including specific responsibilities and duties.***Name of Officer and Position Title:*** Click here to enter text.***Provide position job description, specific responsibilities, etc.*** Click here to enter text. |
| Choose an item. | 5. The chapter submits all paperwork (i.e. Intake/NME forms, end of semester paperwork, rosters, etc.) and attends required meetings (council, president’s council, etc.) as required.***Documentation provided by FSL*** |
| Choose an item. | 6. The chapter has a written new member education program which is submitted to FSL and provided to students at the beginning of the new member process. ***Include your chapter new member education plan*** Click here to enter text. |
| Choose an item. | 7. 80% of new members attend and complete the FSL New Member Education Program ***Documentation provided by FSL*** |

**Criteria Statements (Merit/Achievement Standards):**

|  |  |
| --- | --- |
| Choose an item. | 8. The chapter has a defined transition program for its executive officers.***Date of officer transition program*** Click here to enter a date.***Documentation of officer transition program (i.e. outline, minutes, attendees, etc.)***Click here to enter text. ***Photo Documentation for program:*** |
| Choose an item. | 9. The chapter has an active and functioning internal standards program (comprised of undergraduate chapter members) and procedures to assist the chapter in holding individual members accountable to policies and expectations of membership.**Documentation of internal standards board procedures and members:**Click here to enter text. |
| Choose an item. | 10. The chapter retains at least 75% of its new members from bidding/selection through initiation.***Documentation provided by FSL*** |
| Choose an item. | 11. The chapter will develop goals each year and communicate them annually to the chapter advisor, inter/national staff and volunteers, inter/national boards, and the chapter's governing council advisor.**Documentation of chapter goals and indicate which goals were completed**Click here to enter text. |
| Choose an item. | 12. The chapter sponsors, co-sponsors, or attends (60% of membership) at least two (2) member development programs each year for all members. Examples include: fraternal values, personal responsibility, alcohol and drug education, career services, academic success, wellness, leadership development, stress management, diversity, self-defense, gender relations.***Documentation for member development program 1# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******Documentation for member development program 2******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional member development program programs:*** Click here to enter text. |

**Criteria Statements (Bonus Standards):**

|  |  |
| --- | --- |
| Choose an item. | 13. The chapter retains 100% of its new members from bidding/selection through initiation.***Documentation provided by FSL*** |
| Choose an item. | 14. The chapter has been recognized on the regional or inter/national level for achievements during the year.  **Documentation of any regional and/or inter/national awards achieved during 2016**Click here to enter text. |
| Choose an item. | 15. The chapter co-sponsors a member development program with a chapter from another council.***Documentation for co-sponsored member development program******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional co-sponsored membership education programs:*** Click here to enter text. |
| Choose an item. | 16. The chapter sponsors, co-sponsors, or attends (60% of membership) a parent/family program each year which enables active members to connect with parents/families.***Documentation for parent/family program******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional co-sponsored parent/family programs:*** Click here to enter text. |
| Choose an item. | 17. The chapter sponsors, co-sponsors, or attends (60% of membership) an alumni/ae program each year which enables active members to connect with alumni/ae.***Documentation for alumni/ae program*** ***# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional alumni/ae programs:*** Click here to enter text. |

**Standard IV: Responsible Social Conduct**

**Purpose:** *The fraternity and sorority community at GMU strives to provide a responsible and safe environment for its members and commits to participating in programs and events that promote healthy behavior and responsible decision making. Proactive risk management policies and education is the key to generating positive behaviors.*

**Criteria Statements (Minimum Standards):**

|  |  |
| --- | --- |
| Choose an item. | 1. The chapter has an active officer whose responsibility is the development of programs and services for members surrounding risk reduction, responsible decision making, healthy behaviors, and policy. Such a position has a written job description, including specific responsibilities and duties.***Name of Officer and Position Title:*** Click here to enter text.***Provide position job description, specific responsibilities, etc.*** Click here to enter text. |
| Choose an item. | 2. The chapter has in place a written crisis management plan that each member is educated on which turned into the FSL annually. The plan should include at least the following components:  1) Contact information for chapter leadership, advisors, and national representatives 2) Chapter management plan including and order of succession 3) Media relations plan including who can speak to the media under what circumstances 4) Process to follow in the case of a death or serious illness 5) Process to follow in the case of a natural disaster***Include your chapter’s crisis management plan:***Click here to enter text. |
| Choose an item. | 4. The chapter is not charged with and found responsible for any violations of council, national, and university policy and/or local, state, federal law.***Documentation provided by FSL*** |
| Choose an item. | 5. The chapter sponsors, co-sponsors, or attends (60% of membership) at least one (1) anti-hazing education event/workshop each year.***Documentation for anti-hazing education event/workshops******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional anti-hazing event/workshops:***Click here to enter text. |
| Choose an item. | 6. The chapter sponsors, co-sponsors, or attends (60% of membership) at least one (1) alcohol and other drug education event/workshop each year.***Documentation for alcohol and drug education event/workshop******# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******Documentation for any additional alcohol and drug education events/workshops:***Click here to enter text. |
| Choose an item. | 7. The chapter sponsors, co-sponsors, or attends (60% of membership) at least one (1) sexual assault and relationship violence event/workshop each year.***Documentation for sexual assault and relationship violence event/workshop*** ***# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***(Optional) Photo Documentation for program:******(Optional) Documentation for any additional sexual assault and relationship violence events/workshops:*** Click here to enter text. |

**Criteria Statements (Merit/Achievement Standards):**

|  |  |
| --- | --- |
| Choose an item. | 8. The chapter sponsors, co-sponsors, or attends (60% of membership) at least one (1) health and wellness program each year. This program should address topics such as: nutrition, exercise, mental health, balance, sexual health, etc.***Documentation for health and wellness program*** ***# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional health and wellness programs:*** Click here to enter text. |
| Choose an item. | 9. The chapter sponsors or co-sponsors at least two (2) alcohol-free social events each year.***Documentation for alcohol-free social event 1# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******Documentation for alcohol-free social event 2# of members attended:*** Click here to enter text.***Date of program:*** Click here to enter a date.***Name of program:*** Click here to enter text.***Description of program:*** Click here to enter text.***Photo Documentation for program:******(Optional) Documentation for any additional alcohol-free social events:*** Click here to enter text. |

**Criteria Statements (Bonus Standards):**

|  |  |
| --- | --- |
| Choose an item. | 10. The chapter has operated without being charged with violations of the student code of conduct for two (2) consecutive years.***Documentation provided by FSL*** |