

Office of the Vice President for Student Affairs

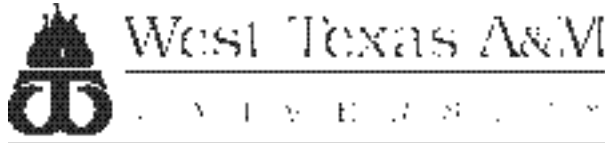
# ***Annual Report & Award for Fraternal Excellence***

**Presented by  
West Texas A&M University**

- The Award**      The Award is a large plaque which is engraved with the name of each honored fraternity/council. The plaque is on permanent display in the C.O.R.E. suite in the Jack B. Kelley Student Center. A smaller plaque is presented to the honored chapter/council at the annual University Honors Banquet.
- Qualifications**      To qualify as a recipient of the **Award for Fraternal Excellence**, the attached annual report/form must be completed. A chapter/council must successfully meet the specified criteria during the academic year of evaluation. There is no pre-determined number of chapters/councils eligible to receive the award each year. Any chapter/council meeting all the criteria exemplifies Greek excellence and is one of which both members and the university community can be proud.
- Any chapter/council which meets all but *one* of the criteria for the Award of Excellence will be recognized and presented the **Award for Fraternal Merit**.
- Criteria**      There are 20 award criteria encompassed in seven major areas of chapter programming/management: SCHOLARSHIP, COMMUNITY SERVICE, CAMPUS INVOLVEMENT, EDUCATION, INTER-FRATERNALISM, CHAPTER MANAGEMENT, AND ALUMNI RELATIONS.
- How to Apply**      Chapters/councils should maintain documentation of their progress toward the award each semester. The attached annual report should be completed by the executive committee of the chapter and returned to the Vice President for Student Services by the announced due date.
- Judging**      The **Award of Excellence** and **Award of Fraternal Merit** will be presented to chapters that qualify according to a panel of judges consisting of the following:

Vice President for Student Affairs  
Senior Director of Student Development  
Greek Advisor  
Panhellenic/ Interfraternity Council Advisor

Interfraternity Council President  
Panhellenic Council President  
Non-Greek Student Leader



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# 2008-2009 Chapter/Council Annual Report

All Interfraternity Council/Panhellenic Council affiliated chapters and councils must complete this annual report and return the completed packet to the Vice President for Student Affairs located in Suite 102 of the Jack B. Kelley Student Center, by **5 p.m., Friday, April 3, 2009**.

Please submit all supporting material as requested with the completed annual report. Information for this annual report is for the 2008-2009 academic year only. If you have any questions, contact Skip Chisum, Director of the Jack B. Kelley Student Center, 651-2314.

**Name of Fraternity, Sorority, or Council:** \_\_\_\_\_

**Number of Active Members (as of application date):** \_\_\_\_\_

Please attach a current membership roster.

## I. Scholarship

**A. The chapter must maintain an overall grade point average equivalent to or above the respective all-men's/women's undergraduate average.**

\_\_\_\_\_ Fall Semester 2008 Chapter/Council GPA

**B. The chapter must have an active scholarship officer and a scholarship program to help improve member/chapter grades (e.g., study halls, guest speakers, incentives, etc.). The chapter must submit membership rosters to the CORE office for grade verification/chapter averages by the established deadlines each semester.**

Semester	Scholarship Officer
Fall 2008	
Spring 2009	

Yes No Were complete grade release forms submitted to the CORE office by the established deadlines each semester?

Please describe, in detail, the scholarship program. Attach supporting materials, as needed.



### III. Campus Involvement

This information will be verified through WTAMU.

- A. The chapter must participate in at least three campus relations activities. These may include, but are not limited to, Homecoming, Sing, Hanging of the Lights, and Student Activities programs.**

Please list activities and dates.

Date	Activity

- B. The chapter must be registered with the CORE office by the deadlines each long semester.**

Semester	Registered (yes or no)
Fall 2008	
Spring 2009	

- C. Chapter presidents must attend all CORE Roundtable meetings and retreats, and representatives must attend all workshops as scheduled. It is recommended, but not required, that chapter advisors attend the CORE Roundtable retreats.**

Meeting	Attended (yes or no)	Representative that attended
Fall Workshop		
October		
November		
Winter Retreat		
March		
April		

- D. Chapter presidents and advisors must meet with the Vice President for Student Services at least once during the evaluation year to discuss chapter goals and program.**

Please list dates of meetings.

Date	Officer(s) and Advisor(s) Attending



**C. All chapter pledges/new members must attend at least one Interfraternity Council or Panhellenic Council meeting.**

Yes No Did your chapter/council pledges/new members attend at least one council meeting?

The respective councils will verify this information through their attendance rosters.

**D. The chapter must not incur any judicial disciplinary sanctions from the Interfraternity Council Judicial Board, Panhellenic Council Judicial Board, or the West Texas A&M University Administration during the year of evaluation.**

Yes No Has your chapter/council incurred any judicial disciplinary sanctions?

This information will be verified through the councils and WTAMU.

**E. The chapter must have representation at a fraternity development conference (e.g., Area/District/Province/Regional/(Inter)National Conferences; Regional/Area Panhellenic or IFC Conferences, etc.).**

Please list conference(s) and officers that attended.

Date	Conference	Officer(s) Attending

Please list any national, regional, university or community recognitions that were presented to the chapter/council.

Date Received	Award Name	Given by

**VI. Chapter Management**

**A. The chapter must utilize an effective committee system that involves at least 60% of the membership.**

\_\_\_\_\_ How many actives/new members does your chapter/council have?

\_\_\_\_\_ How many committees does your chapter/council have?

\_\_\_\_\_ How many actives/new members participate in committees?

\_\_\_\_\_ What percentage is this?

**B. *The chapter must follow a plan for officer training and transition.***

Please describe, in detail, the plan for officer training and transition. Attach supporting materials.

**C. *The chapter must annually set chapter goals. The active membership must participate in goal setting.***

Please list chapter goals and describe, in detail, how the active membership was involved in the goal setting process.

**VII. Alumni Relations**

**A. *The chapter must publish a newsletter for the alumni at least once during the year of evaluation.***

Please attach a copy of the newsletter(s).

**B. *The chapter must coordinate at least one special alumni event during the year of evaluation.***

Please summarize the event. Attach supporting materials.

**C. *The chapter must have an advisor who is a faculty or staff member at West Texas A&M University. The chapter must have a minimum of two alumni advisors.***

Advisor's Name	Address	Phone Number