Fraternal Award of Excellence
Application 2016
2016 Fraternal Award of Excellence Applications

The Fraternal Award of Excellence provides recognition for chapters excelling in areas of highest priority to the success of fraternities and sororities. This assessment focuses on the five core values of the Greek community at Iowa State: Academics, Brotherhood and Sisterhood, Civic Engagement, Leadership, and Social Justice.

Chapters that submit the Fraternal Award of Excellence will receive recognition and an assessment report that shows how their achievement compares to other chapters in their council and the community.

Eligibility: ALL chapters recognized by a Greek governing council (i.e. Collegiate Panhellenic Council, Interfraternity Council, Multicultural Greek Council, or National Pan-Hellenic Council) are eligible and encouraged to apply for the award.

Award Categories

- President’s Award for Fraternal Excellence: Chapter meets or exceeds 90% of the criteria during the award period.
- Gold Circle Award: Chapter meets or exceeds 80% of the criteria during the award period.
- Cardinal Circle Award: Chapter meets or exceeds 70% of the criteria during the award period.
- Certificate of Merit: Provided to all chapters that submit a full award application but do not achieve at least 70% of the awards criteria.
- President’s Cup: Presented to the single chapter with the highest overall score.

Best Practices Award

Best practice award will be given in each of the award categories. Chapters may choose an initiative they are particularly proud of during the award period and submit a written summary of their achievements. The initiative must relate to one of the five core values. Additionally, best practice awards will be given for collaboration, recruitment, retention, and sexual violence prevention.

Please clearly identify which priority area your initiative targets and how it has impacted your chapter and/or the Greek community at Iowa State. Submissions should be no more than two pages, double-spaced with twelve point font. Supporting materials (i.e. photos, handouts, etc.) are encouraged and not included in the two-page limit. Chapters may submit an application for more than one initiative. Judges may also nominate a chapter for a best practice award during their review without an application. All best practice award applications should be placed in the back of the notebook under their own tab.
Deadline and Submission Instructions:

The following are items to consider when submitting your Fraternal Award of Excellence application.

- Documentation notebooks must be 3-ring binders.
- It is recommended that councils submit separate documentation tabbed divider pages for each category application.
- Include a title page with the chapter name and a contact person’s name, telephone number and email address.
- Every criteria statement on the awards application requires documentation. All of this supporting documentation should be placed in the documentation notebook.
- The documentation notebook is the only place to provide supporting documents. Examples of supporting documents are: meeting minutes or agendas, thank you letters, photos, news articles, printed programs, program fliers, program evaluations, screen shots, and so on.
- Documentation must provide evidence that programs were planned and implemented.
- Joint programming and collaboration is encouraged.
- 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.
- Members of the review committee have a limited amount of time to locate documentation. If the notebook is not well organized, committee members may not be able to the necessary information or give full credit for a response.
- Good documentation is the single most important component of this report. Documentation should prove – without any doubt – that the council meets the criteria statement fully.
- Chapters are encouraged to review their binder with their staff liaison prior to submitting the notebook for judging.

The award deadline is **Thursday, January 5th at 11:00am**. No late applications will be accepted, regardless of the circumstances. PLEASE NOTE, this is the week before classes begin. You should complete the turn in the awards packet earlier if possible.
ACADEMICS

Instructions: Place an “X” on the line next to each criteria statement if it is something that the chapter does to promote excellence in this program category. In addition, provide supporting documentation for each state in the appropriate section of the documentation notebook and clearly reference its exact location on the “DOCUMENTATION” line(s).

If your chapter does not program in the area listed, and there is a sound rationale for this situation, enter “N/A” on the line next to the statement. Provide a clear, concise description of the rationale on a separate page and place it in the appropriate location in the documentation notebook, with its exact location clearly referenced on the “DOCUMENTATION” line(s). Points may be awarded for providing a sound rationale and supporting documentation.

Criteria Statements

1. ______ The chapter has developed and implemented an academic program that includes an academic mission statement, a statement on academic policies and information on programs and resources. Documentation must include (1) a written academic program and (2) evidence of implementation.

   DOCUMENTATION: (1) ____________________________________________
   (2) ____________________________________________

2. ______ The chapter has assessed the effectiveness of their academic program and has made adjustments/improvements as necessary. Documentation must include (1) assessment of effectiveness and (2) adjustments/improvements as necessary.

   DOCUMENTATION: (1) ____________________________________________
   (2) ____________________________________________

3. ______ The chapter has a written process that addresses the consequences, sanction, or review process for members who do not meet the academic standards set by the chapter and/or the university.

   DOCUMENTATION: (1) ____________________________________________

4. ______ The chapter has recognition programs concerning scholarship related incentives the chapter offers to its members.

   DOCUMENTATION: (1) ____________________________________________

5. ______ The chapter promotes membership in Gamma Sigma Alpha to eligible members.

   DOCUMENTATION: (1) ____________________________________________
6. The chapter has conducted/attended at least one academic workshop each semester during the 2016 calendar year. Documentation should include (1) evidence of workshop for spring semester and (2) evidence of workshop for fall semester.

**DOCUMENTATION:**

1. 

2. 

7. The chapter has collaborated with the Academic Success Center, Career Center, Writing and Media Center, Academic College, or other academic resource on campus to ensure success of members.

**DOCUMENTATION:**

1. 

2. 

8. The chapter has an active faculty adviser who meets with the chapter at least two times per semester and addresses the new members/aspirants during their educational period. Documentation should include (1) evidence of faculty adviser meeting with chapter and (2) faculty adviser meeting with new member/aspirants.

**DOCUMENTATION:**

1. 

2. 

9. The chapter has retained at least 90 percent of new members/aspirants during their intake/orientation/new member programs. Documentation should include (1) evidence of retention during the spring semester and (2) evidence of retention during the fall semester.

**DOCUMENTATION:**

1. 

2. 

10. Annually, the chapter celebrates members who are graduating.

**DOCUMENTATION:**

1. 

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11a. The chapter has a grade point average of 3.0 in the spring 2016 semester.

12b. The chapter has a grade point average of 3.0 in the fall 2016 semester.

12a. The chapter has a grade point average of 3.2 in the spring 2016 semester.

12b. The chapter has a grade point average of 3.2 in the fall 2016 semester.

13a. The chapter has a grade point average of 3.25 in the spring 2016 semester.

13b. The chapter has a grade point average of 3.25 in the fall 2016 semester.
Brotherhood and Sisterhood

Instructions: Place an “X” on the line next to each criteria statement if it is something that the chapter does to promote excellence in this program category. In addition, provide supporting documentation for each state in the appropriate section of the documentation notebook and clearly reference its exact location on the “DOCUMENTATION” line(s).

If your chapter does not program in the area listed, and there is a sound rationale for this situation, enter “N/A” on the line next to the statement. Provide a clear, concise description of the rationale on a separate page and place it in the appropriate location in the documentation notebook, with its exact location clearly referenced on the “DOCUMENTATION” line(s). Points may be awarded for providing a sound rationale and supporting documentation.

Criteria Statements:

1. ______ The chapter has a written recruitment/intake program that outlines minimum expectations for membership. Documentation should include (1) written recruitment/intake program and (2) minimum expectations for membership.

   DOCUMENTATION: (1)________________________________________
   (2)__________________________________________________

2. ______ The chapter conducts risk prevention training for all members of the chapter with at least 80% attendance.

   DOCUMENTATION: (1)________________________________________

3. ______ The chapter uses an internal judicial or standards process to hold members accountable to organization policies.

   DOCUMENTATION: (1)________________________________________

4. ______ The chapter provides at least one program on wellness education or an activity for members per semester. This may include mental health, physical activity, or educational workshop. Documentations should include (1) evidence of program during the spring semester and (2) evidence of program during the fall semester.

   DOCUMENTATION: (1)________________________________________
   (2)__________________________________________________

5. ______ The chapter provides continuing education programs to members above and beyond the new member process.

   DOCUMENTATION: (1)________________________________________
6. The chapter provides training or educational programming on sexual violence prevention with at least 80% attendance.

DOCUMENTATION: (1)

7. The chapter provides training or educational programming on alcohol with at least 80% attendance.

DOCUMENTATION: (1)

8. The new member education program promotes siblinghood, academics, and retention. Documentation should include (1) evidence of brotherhood, sisterhood, or siblinghood in new member program and (2) evidence of academics in new member program and (3) evidence of retention in new member program.

DOCUMENTATION: (1) (2) (3)

9. The chapter teaches about all four councils during new member education. Documentation should include an outline of presentation or notes from guest speaker.

DOCUMENTATION: (1)

10a. 95% of new members joined during the award period are initiated or remain members.

10b. 90% of new members joined during the award period are initiated or remain members.

10c. 85% of new members joined during the award period are initiated or remain members.

DOCUMENTATION: (1)

11. The chapter has developed a newsletter to share with alumni, campus partners, and community members highlighting the accomplishments of the experience of members. Documentation should include (1) a copy of the newsletter and (2) evidence of distribution.

DOCUMENTATION: (1) (2)

12. The chapter encourages graduate chapters, housing board corporation members, and alumni to participate in the Greek Alumni Alliance.

DOCUMENTATION: (1)

13. The chapter submits press releases to their respective governing council, The Office of Greek Affairs, and the Iowa State Daily about their accomplishments and activities. Documentation should include (1) a copy of a press release and (2) evidence of distribution.

DOCUMENTATION: (1) (2)
CIVIC ENGAGEMENT

Instructions: Place an “X” on the line next to each criteria statement if it is something that the chapter does to promote excellence in this program category. In addition, provide supporting documentation for each state in the appropriate section of the documentation notebook and clearly reference its exact location on the “DOCUMENTATION” line(s).

If your chapter does not program in the area listed, and there is a sound rationale for this situation, enter “N/A” on the line next to the statement. Provide a clear, concise description of the rationale on a separate page and place it in the appropriate location in the documentation notebook, with its exact location clearly referenced on the “DOCUMENTATION” line(s). Points may be awarded for providing a sound rationale and supporting documentation.

Criteria Statements:

1._______ The chapter sponsors a fundraising event during the award period and 100% of money or goods raised are given to a charitable cause. Documentation should include (1) evidence of fundraising event and (2) proof of money or goods donated.

   DOCUMENTATION: (1)________________________________________

   (2)________________________________________

2._______ 75% of chapter members participate in a chapter sponsored/co-sponsored service project donating time to a cause during the award period.

   DOCUMENTATION: (1)________________________________________

3._______ The chapter includes reflection activities for members as a part of their chapter sponsored community service project.

   DOCUMENTATION: (1)________________________________________

4._______ 85% of members are active in a non-chapter organization through a Student Activities Center registered student organization.

   DOCUMENTATION: (1)________________________________________

5._______ The chapter collaborates with an Ames/Story County organization during the award period through an initiative or effort in which chapter member may participate.

   DOCUMENTATION: (1)________________________________________

6._______ The chapter has a member responsible for organizing and promoting community service and/or philanthropic events within the chapter.

   DOCUMENTATION: (1)________________________________________
7. The chapter encourages members to participate in Greek Alternative Spring Break Indianapolis and Project Jamaica.

DOCUMENTATION: (1)

8. The chapter engages in discussions with community leaders such as City Council, Student Government, and Iowa State Administration.

DOCUMENTATION: (1)

9. The chapter has at least one event per award period that enhances relations with the University and its staff and faculty members.

DOCUMENTATION: (1)

10. The chapter conducted at least one event during the award period where the main focus was on ritual education (the values your initiation ceremony promotes) for the entire chapter.

DOCUMENTATION: (1)
LEADERSHIP

Instructions: Place an “X” on the line next to each criteria statement if it is something that the chapter does to promote excellence in this program category. In addition, provide supporting documentation for each state in the appropriate section of the documentation notebook and clearly reference its exact location on the “DOCUMENTATION” line(s).

If your chapter does not program in the area listed, and there is a sound rationale for this situation, enter “N/A” on the line next to the statement. Provide a clear, concise description of the rationale on a separate page and place it in the appropriate location in the documentation notebook, with its exact location clearly referenced on the “DOCUMENTATION” line(s). Points may be awarded for providing a sound rationale and supporting documentation.

Criteria Statements:

1. ______ Include a summary of officer training and transition plans for each executive officer. Documentation should include (1) summary of officer training and (2) transitions plans for each executive officer.

   DOCUMENTATION: (1)_____________________________________________________

   (2)_____________________________________________________

2. ______ List chapter goals and provide a brief summary of what goals were accomplished and how they were completed. Include a brief explanation of how the goals relate to the Greek Community Strategic Plan. Documentation should include (1) chapter goals and (2) brief summary of how they were completed and (3) explanation of how the goals relate to the Greek Community Strategic Plan.

   DOCUMENTATION: (1)_____________________________________________________

   (2)_____________________________________________________

   (3)_____________________________________________________

3. ______ Chapter is currently in good standing with the respective (inter)national organization, Iowa State University, and respective governing council. Documentation should include letter of good standing from (1) respective (inter)national organization and (2) respective governing council.

   DOCUMENTATION: (1)_____________________________________________________

   (2)_____________________________________________________
4. The chapter set and utilized a budget for the year and this budget included detailed budgets for individual officers. Documentation should include (1) chapter budget and (2) evidence the chapter approved this budget and (3) evidence of detailed budgets for individual officers.

   DOCUMENTATION: (1) ________________________________
   (2) ________________________________
   (3) ________________________________

5. The chapter produced a calendar of events for the award period and provided access to all members. Documentation should include (1) the calendar and (2) evidence of distribution.

   DOCUMENTATION: (1) ________________________________
   (2) ________________________________

6. The chapter has developed a mission statement specifically for their chapter.

   DOCUMENTATION: (1) ________________________________

7. The chapter sponsors one event per semester for or with alumni members.

   DOCUMENTATION: (1) ________________________________

8. The chapter promotes participation in Order of Omega, the Greek Leadership Class, Rho Lambda, and the Emerging Greek Leadership Council.

   DOCUMENTATION: (1) ________________________________
SOCIAL JUSTICE

Instructions: Place an “X” on the line next to each criteria statement if it is something that the chapter does to promote excellence in this program category. In addition, provide supporting documentation for each state in the appropriate section of the documentation notebook and clearly reference its exact location on the “DOCUMENTATION” line(s).

If your chapter does not program in the area listed, and there is a sound rationale for this situation, enter “N/A” on the line next to the statement. Provide a clear, concise description of the rationale on a separate page and place it in the appropriate location in the documentation notebook, with its exact location clearly referenced on the “DOCUMENTATION” line(s). Points may be awarded for providing a sound rationale and supporting documentation.

Criteria Statements:

1. _______ The chapter demonstrates an awareness and interest in issues related to multiculturalism, diversity and diverse populations (ethnicity, race, religious preference, gender, sexual orientation, ability, etc.).

   DOCUMENTATION: (1)________________________________________

2. _______ The chapter sponsors or cosponsors at least one program per year to educate members on social justice and inclusion, gender issues, ability, sexual orientation, first generation students, religion, or race and ethnicity. Documentation should include evidence of program on (1) social justice and inclusion, (2) gender issues, (3) ability, (4) sexual orientation, (5) first generation students, (6) religion, and (7) race and ethnicity.

   DOCUMENTATION: (1)________________________________________
   (2)________________________________________
   (3)________________________________________
   (4)________________________________________
   (5)________________________________________
   (6)________________________________________
   (7)________________________________________

3. _______ The chapter includes diversity education as a part of the new member process.

   DOCUMENTATION: (1)________________________________________
4. The chapter collaborates with other chapters from their own council and other councils. 
   *Documentation should include evidence of collaboration with chapter from (1) own council and (2,3,4) other councils.*

   **DOCUMENTATION:**
   1. 
   2. 
   3. 
   4. 

5. The chapter is developing unique and creative ways to discuss diversity within the organization.

   **DOCUMENTATION:**
   1. 

6. The chapter promotes the National Conference on Race and Ethnicity and the Iowa State Conference on Race and Ethnicity to its members to participate.

   **DOCUMENTATION:**
   1. 

7. The chapter encourages members to participate in the Social Justice Summit hosted by the Student Activities Center.

   **DOCUMENTATION:**
   1. 