



IOWA STATE UNIVERSITY™

Fraternal Award of Excellence

Application 2017



2017 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, Civic Engagement, Friendship, 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 and score at least 50% but do not achieve at least 70% of the awards criteria.
- President's Cup: Presented to the single chapter with the highest overall score.



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 chapters submit separate tabbed divider pages for each category application.
- Complete the cover page included at the end of this packet.
- Every criteria statement on the awards application requires documentation. All 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 locate 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 4th 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. (2) a statement on academic policies (3) evidence of implementation.*

DOCUMENTATION: (1) _____
(2) _____
(3) _____

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 and demonstrates implementation of the process.

DOCUMENTATION: (1) _____
(2) _____

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

DOCUMENTATION: (1) _____



5. _____ The chapter has conducted/attended at least one academic workshop each semester during the 2017 calendar year. *Documentation should include (1) evidence of workshop for spring semester and (2) evidence of workshop for fall semester.*

DOCUMENTATION: (1) _____
(2) _____

6. _____ The chapter has utilized 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) _____

7. _____ The chapter has an active university 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 university adviser meeting with chapter and (2) university adviser meeting with new member / aspirants.*

DOCUMENTATION: (1) _____
(2) _____

8a. _____ 95% of new members joined during the award period are initiated or remain members.
8b. _____ 90% of new members joined during the award period are initiated or remain members.
8c. _____ 85% of new members joined during the award period are initiated or remain members.

DOCUMENTATION: (1) _____

9. _____ Annually, the chapter celebrates members who are graduating.

DOCUMENTATION: (1) _____

For Office Use Only (information provided by the Office of Greek Affairs)

10a. _____ The chapter has a grade point average of 3.0 in the spring 2017 semester.

10b. _____ The chapter has a grade point average of 3.0 in the fall 2017 semester.

11a. _____ The chapter has a grade point average of 3.1 in the spring 2017 semester.

11b. _____ The chapter has a grade point average of 3.1 in the fall 2017 semester.

11a. _____ The chapter has a grade point average of 3.2 in the spring 2017 semester.

11b. _____ The chapter has a grade point average of 3.2 in the fall 2017 semester.

12a. _____ The chapter has a grade point average of 3.25 in the spring 2017 semester.

12b. _____ The chapter has a grade point average of 3.25 in the fall 2017 semester.



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. _____ The chapter focuses on the education of the importance of the charitable cause outlined in the fundraiser above.

DOCUMENTATION: (1) _____

3. _____ 75% of chapter members participate in a chapter sponsored/co-sponsored service project donating time to a cause during the award period. *This may be one event or an ongoing volunteer relationship.*

DOCUMENTATION: (1) _____

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

DOCUMENTATION: (1) _____

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

DOCUMENTATION: (1) _____

6. _____ 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) _____



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

DOCUMENTATION: (1) _____

8. _____ The chapter encourages members to participate in Greek Alternative Spring Break Indianapolis and Project Jamaica.

DOCUMENTATION: (1) _____

9. _____ The chapter engages in discussions with community leaders such as City Council, Student Government, student activist groups, community activist groups or Iowa State Administration.

DOCUMENTATION: (1) _____

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

DOCUMENTATION: (1) _____

11. _____ 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) _____

12. _____ The chapter has reported/shared with their governing council the total amount of fundraising during the award period.

DOCUMENTATION: (1) _____

13. _____ The chapter has reported/shared with their governing council the total amount of community service hours performed by their chapter during the award period.

DOCUMENTATION: (1) _____



FRIENDSHIP

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. This information is about the joining process. Please detail minimum expectations for joining.*

DOCUMENTATION: (1) _____

(2) _____

2. _____ The chapter has developed risk management policies applicable to their organization and has reviewed those policies within the award year. *Documentation should include (1) risk management policies and (2) evidence of review.*

DOCUMENTATION: (1) _____

(2) _____

3. _____ The chapter conducts/attends risk prevention training for active and new members of the chapter.

DOCUMENTATION: (1) _____

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

DOCUMENTATION: (1) _____



5. _____ The chapter provides/attends at least two programs on wellness education or an activity for members per semester. This may include emotional wellness, environmental wellness, financial wellness, intellectual wellness, occupational wellness, physical wellness, social wellness, or spiritual wellness. *Documentations should include (1-4) evidence of programs during the spring semester and during the fall semester. Chapter are encouraged to visit the Office of Student Wellness to learn more about the 8 dimensions of wellness. Include dates of programs in documenting this criteria.*

DOCUMENTATION: (1) _____
(2) _____
(3) _____
(4) _____

6. _____ The chapter provides/attends training or educational programming on bystander intervention with at least 80% attendance. The recommended program is Green Dot, but chapters may utilize other programs.

DOCUMENTATION: (1) _____

7. _____ The chapter implements lessons learned through bystander intervention training.

DOCUMENTATION: (1) _____

8. _____ The chapter provides/attends training or educational programming on alcohol with at least 80% attendance.

DOCUMENTATION: (1) _____

9. _____ The chapter has developed a newsletter (other methods of communication are acceptable) to share with alumni, campus partners, and community members highlights and accomplishments of the experience of members. *Documentation should include (1) a copy of the newsletter/communication and (2) evidence of distribution.*

DOCUMENTATION: (1) _____
(2) _____



10. _____ 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 (2-4) evidence of distribution to all three entities.*

DOCUMENTATION: (1) _____
(2) _____
(3) _____
(4) _____

11. _____ The chapter attends/participates in an event/program hosted/sponsored by chapters in the other councils. *Documentation should include evidence of participation in event hosted by a chapter from each of the other councils.*

DOCUMENTATION: (1) _____
(2) _____
(3) _____

12. _____ The chapter cohosts/cosponsors an event with another chapter within their council. *Documentation should include evidence of co-sponsorship and participation. This event may be social in nature, but may not include alcohol.*

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 (3) explanation of how the goals relate to the Greek Community Strategic Plan and (4) description of how chapter leadership has shared this information with the Office of Greek Affairs Liaison.*

DOCUMENTATION: (1) _____
 (2) _____
 (3) _____
 (4) _____

- 3. _____ 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) _____

- 4. _____ 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) _____



5. _____ The chapter set and utilized a budget for the year and this budget included detailed budgets for individual officers/events/programs. *Documentation should include (1) chapter budget and (2) evidence the chapter approved this budget and (3) evidence of detailed budgets.*

DOCUMENTATION: (1) _____

(2) _____

(3) _____

6. _____ 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) _____

7. _____ The chapter has developed a mission statement specifically for their chapter.

DOCUMENTATION: (1) _____

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

DOCUMENTATION: (1) _____

(2) _____

9. _____ The chapter promotes participation in auxiliary organizations in the Greek community such as Order of Omega, Fraternal Values Society, Greeks Ending Violence Now, Greeks Go Green, Gamma Sigma Alpha, the Greek Leadership Class, Rho Lambda, SAFE Liaisons and the Emerging Greek Leadership Council.

DOCUMENTATION: (1) _____

10. _____ The chapter promotes participation in a leadership program outside of fraternities and sororities for their members to participate.

DOCUMENTATION: (1) _____

11. _____ The chapter encourages graduate chapters (if applicable), housing board corporation members (if applicable), and alumni to participate in the Greek Alumni Alliance.

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 sponsors, cosponsors or attends at least one program per year to educate members on each of the following topics: gender, socioeconomic status, ability, sexual orientation, first generation students, religion, and race and ethnicity. *Documentation should include evidence of program on (1) gender, (2) socioeconomic status (3) ability, (4) sexual orientation, (5) first generation students, (6) religion, and (7) race and ethnicity. Programs may be intersectional.*

DOCUMENTATION: (1) _____

(2) _____

(3) _____

(4) _____

(5) _____

(6) _____

(7) _____

- 3. _____ Lessons learned from chapter sponsored, cosponsored or attended programs are implemented in the chapter.

DOCUMENTATION: (1) _____

- 4. _____ The chapter includes diversity education as a part of the new member process/education.

DOCUMENTATION: (1) _____

- 5. _____ The chapter identifies as least one area of importance regarding social justice for their chapter and actively supports that focus area.

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) _____

8. _____ The chapter engages in a discussion after reading about social justice, watching a video about social justice, or attending a social justice event. *Documentation should include key takeaways from the conversation and any action items your chapter has created.*

DOCUMENTATION: (1) _____

9. _____ The chapter has addressed a change in attitude, behavior, law, or policy to better reflect values of inclusion, fairness, diversity, and opportunity within their organization, council, Greek community, Iowa State University, Ames community, or other community. *Bonus point for chapters who do so at multiple levels.*

DOCUMENTATION: (1) _____



FRATERNAL AWARD OF EXCELLENCE COVER PAGE

Organization: _____

Council: _____

Chapter Contact Information:

Name of Person submitting report: _____

Title of person submitting report: _____

Name of contact for spring 2017: _____

Title of contact for spring 2017: _____

Email and cell number for spring 2017 contact: _____

Chapter adviser's name: _____

Email and cell number for chapter adviser: _____

FAE Award Information:

What criteria do you believe best exemplifies a strong fraternity or sorority? Why?

What criteria would you like to see removed for FAE 2018? Why?

What (if any) criteria would you like to see revised for FAE 2018? Why?

Any additional feedback for FAE 2017?