

## Spring 2018 Interfraternity Council SOE Submission Check Sheet

SOE BINDER TAB #	PERFORMANCE INDICATOR(S)	LEVEL	DUE DATE & DOCUMENTATION	SUBMITTED
1) ACADEMICS	2.5 Chapter GPA <u>AND</u> 2.5 New Member Class GPA.	Bronze	End of Semester (Official Grade Report)	N/A
	Chapter GPA within +/- .1 of the All-Men's GPA <u>AND/OR</u> New Member GPA within +/- .1 of the All-Men's GPA.	Silver (+15 pts per achievement)	End of Semester (Official Grade Report)	
	Chapter GPA is .1 above the All-Men's GPA <u>AND/OR</u> New Member GPA is .1 above the All-Men's GPA.	Black & Orange (+15 pts per achievement)	End of Semester (Official Grade Report)	
2) COMMUNITY AND CAMPUS ENGAGEMENT	One (1) chapter wide service event or educational program that engages the campus or community.*	Bronze	April 20 <sup>th</sup> , 2018 (Member roster that includes explanation, date, service hours, and percentage of chapter participating.)*	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Two (2) Chapter wide community service <u>OR</u> philanthropy projects per semester. One project must be a campus based project.	Silver (+10 pts)	April 20 <sup>th</sup> , 2018 (Member roster that includes explanation, date, service hours, and percentage of chapter participating.)*	
	Three (3) Chapter wide community service <u>OR</u> philanthropy projects per semester. One project must be a campus based project with at least 60% of chapter in attendance.	Black & Orange (+10 pts)	April 20 <sup>th</sup> , 2018 (Member roster that includes explanation, date, service hours, and percentage of chapter participating.)*	
3) CHAPTER ADVISING	Chapter has one (1) faculty/staff advisor (Organizational membership is not required)	Bronze	March 2 <sup>nd</sup> , 2018 (CreekSync Verification)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Chapter has one (1) chapter advisor who is an initiate of the organization <u>AND</u> attends two (2) meetings per semester.	Silver (+5 pts)	April 20 <sup>th</sup> , 2018 (Verification letter from Advisor with proof of meeting attendance)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Chapter has an active alumni advisory board with a minimum of two (2) alumni serving <u>AND</u> they attend two (2) meetings per year.	Black & Orange (+5 pts)	April 20 <sup>th</sup> , 2018 (Verification letter from Regional Director or Executive Office)	<input type="checkbox"/> Yes <input type="checkbox"/> No
4) MEETING ATTENDANCE	Minimum delegation present at president's & committee meetings <u>AND</u> no more than two (2) absences per semester.	Bronze	End of Spring Semester (Official Meeting Minutes)	N/A

**Campbell University Greek Life Standards of Excellence Program**

<b>TAB</b>	<b>PERFORMANCE INDICATOR(S)</b>	<b>LEVEL</b>	<b>DUE DATE &amp; DOCUMENTATION</b>	<b>SUBMITTED</b>
<b>5) ACCOUNTS PAYABLE</b>	Chapter is in good financial standing with Inter/National Office.	<b>Silver (+10 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Verification Letter from Executive Office)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>6) CHAPTER MEETINGS</b>	Weekly Chapter Meeting held on campus (Date, time & location required).	<b>Bronze</b>	<b>April 20<sup>th</sup>, 2018</b> (Copy of reservation confirmation)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>7) INVOLVEMENT</b>	60% of the chapter membership is involved in at least one (1) other campus organization <u>OR</u> has a part-time job.	<b>Silver (+10 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Roster including member name and organization(s) or job)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	100% of the chapter membership is involved in at least one (1) other campus organization <u>OR</u> has a part-time job.	<b>Black &amp; Orange (+10 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Roster including member name and organization(s) or job)	
<b>8) NEW MEMBER EDUCATION PROGRAM</b>	New Member Education Program due to Greek Life Office prior to the recruitment period. Associate/new member program shall last no longer than eight (8) weeks.	<b>Bronze</b>	<b>January 19<sup>th</sup>, 2018</b> (A timeline, agenda for the program, notification of all off campus events and travel, expectations of new members and educational programs planned is required).	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>9) RECRUITMENT</b>	Chapter recruitment schedule must be submitted prior to recruitment. All events may not have women (affiliated and non-affiliated) present and must be Alcohol-Free.	<b>Bronze</b>	<b>January 12<sup>th</sup>, 2018</b> (Comprehensive event schedule including dates, times and locations).	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>10) CHAPTER LEADERSHIP</b>	Active officers or committee chairs for: Scholarship, Housing, Standards, Recruitment and Community Service	<b>Bronze</b>	<b>January 12<sup>th</sup>, 2018</b> (Chapter Leadership Roster)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Officer Transition Meeting/Retreat for incoming officers facilitated by an Advisor, Leadership Consultant, or University Official.	<b>Bronze</b>	<b>March 2<sup>nd</sup>, 2018</b> (Verification Letter from Facilitator and an agenda from the meeting/retreat)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Two (2) or more officers have attended a state, regional, or inter/national training conference over the 2017-2018 Academic Year	<b>Black &amp; Orange (+5 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Verification Letter from Executive Office)	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Campbell University Greek Life Standards of Excellence Program**

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11) ADMINISTRATION	All required and/or requested documentation must be completed and submitted on-time.	Bronze	<b>March 2<sup>nd</sup>, 2018 and April 2<sup>nd</sup>, 2018</b> (CreekSync Roster, Chapter Leadership Roster, forms, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
12) PROGRAMMING	Participation in Greek Community Programs (IFC, NPHC, and PHC) as requested (ex: Greek Week, Speakers, Workshops, Etc.)*	Bronze	<b>April 20<sup>th</sup>, 2018</b> (Roster including member name, date, location and title of program attended)*	<input type="checkbox"/> Yes <input type="checkbox"/> No
13) RISK MANAGEMENT AND CONDUCT	Chapter fully insured with liability coverage.	Bronze	<b>March 2<sup>nd</sup>, 2018</b> (Copy of <b>current</b> Insurance Policy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Risk management policy that addresses <b>social function guidelines, alcohol use/abuse, hazing, sexual assault/abuse &amp; fire safety.</b>	Bronze	<b>January 19<sup>th</sup>, 2018</b> (Copy of Risk Management Local <b>AND</b> Inter/National Policy)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Completed the Risk Management Programs required by Inter/National Office. <b>And held one (1) Risk Management Program with outside facilitation.</b>	Bronze	<b>April 20<sup>th</sup>, 2018</b> (Copy of Inter/National Risk Management requirements and member roster of participants, date, and explanation of program)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Chapter has had no more than one (1) judicial infraction in the last year.	<b>Silver (+10 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Greek Life Office Verification)	N/A
	Chapter had no judicial infractions during the 2017-2018 Academic year.	<b>Black &amp; Orange (+10 pts)</b>	<b>April 20<sup>th</sup>, 2018</b> (Greek Life Office file)	
14) MEMBERSHIP	Chapter membership must be within 90% of the chapter average.	<b>Silver (+10 pts)</b>	<b>End of Semester</b> (CreekSync Roster)	N/A
	Chapter membership must be at or above the chapter average.	<b>Black &amp; Orange (+10 pts)</b>	<b>End of Semester</b> (CreekSync Roster)	
15) ALUMNI RELATIONS	A Spring Semester Newsletter or E-Letter is sent out.	Bronze	<b>April 20<sup>th</sup>, 2018</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**\*Chapter participation in Philanthropy Projects and Greek Wide Programming must be equal to or more than 60% of chapter in order for it to count towards SOE or Awards.**

**IN ORDER FOR STANDARDS OF EXCELLENCE TO BE COMPLETE, A VERIFICATION FORM**

**Signed by Chapter President AND Advisor MUST BE SUBMITTED by April 20<sup>th</sup>, 2018 that states all items have been reviewed, are accurate, and completed to the best of the chapter's ability.**

**For Silver and Black & Orange Level Recognition:**

**Silver = 60-85 additional points in eligible categories**

**Black & Orange = 60-80 additional points in eligible categories**