FRATERNITY AND SORORITY LIFE

COLORADO STATE UNIVERSITY

Elevation

In Pursuit of Fraternal Excellence

2023 Calendar Year

Philosophy

The Office of Fraternity and Sorority Life believes each chapter has the opportunity to elevate their organization and collectively elevate the entire fraternity and sorority community through the continuous process of improvement. The Elevation accreditation program allows chapters the opportunity to determine the best pathway for their success. The program is not a 'one size fits all' model, but instead encourages CSU chapters to assess their current reality, determine goals to fit their individual needs, develop action plans to meet their established goals, and reflect on successes and opportunities for improvement. Chapters have the opportunity to continually grow and improve, achieving the goals they set for themselves in each of seven priority areas created to provide congruence with the commonly shared values of fraternities and sororities at CSU expressed in the CLIMB. To remain recognized by the Office of Fraternity and Sorority Life, all chapters are required to complete each of the seven priority areas each year, including the submission of all requested forms and documentation. The seven priority areas include Academic Achievement, Harm Reduction, Community Service & Philanthropy, Membership Development, Membership Intake/Recruitment & New Member Retention, Chapter Management, and External Relations. Chapters must also participate in the evaluation process that includes End of Year Panels.

Results

The Elevation accreditation program operates on a points-possible system, meaning that all components have a value assigned to them and it is the chapter's responsibility to complete each component (as applicable) in a timely and thorough manner to receive credit.

- Chapters receiving 75% of available points or higher will be considered "accredited" by the Office of Fraternity and Sorority Life
- Chapters receiving less than 75% of available points will be considered "unaccredited" and must meet a set of expectations correlating to the number of years unaccredited and determined in partnership with the chapter's staff liaison to meet individual needs. Failure to comply with the resulting expectations listed will result in the chapter being unaccredited:
    - If a chapter is unaccredited for the first year or second year, they will be considered "unaccredited first year" or "unaccredited second year" (noted in official status records online) and are required to meet with their Office of Fraternity and Sorority Life staff liaison to assess needs and opportunities for future improvement. That meeting will result in a series of chapter-specific outcomes determined to assist the chapter in their future Elevation participation. These outcomes may include, but are not limited to chapter-wide education, workshops and working sessions for Elevation priority area completion, check in meetings with OFSL staff, adjusted due dates, editing/review processes, and additional required advisor engagement.
    - If a chapter is unaccredited three or more consecutive years, they will be considered "unaccredited in crisis" and, in addition to meeting with the OFSL staff liaison and the creation of chapter-specific outcomes as detailed above, the chapter must also adhere to a list of restricted privileges that may include participation in community-wide programming and hosting social events. Chapters have the

opportunity to earn back some of these privileges upon midyear review by the Office of Fraternity and Sorority Life.

All results will be communicated by outcome letters following the Elevation cycle and are published on the Office of Fraternity and Sorority Life website.

Format

Each priority area includes several sections detailed below:

- Assessment: The chapter is asked to conduct an assessment to identify areas of strength and areas of improvement for the given priority area. The chapter should intentionally conduct the assessment in order to understand their current reality and the needs of chapter members, which will allow the chapter to more accurately create chapter goals and an action plan for the priority area. Chapters should consider assessing current members' beliefs and experiences related to the area as well as external data points (e.g., GPA, chapter surveys, retention statistics, etc.). Following the assessment, chapters should utilize the results to establish chapter goals for improvement related to the priority area. Additionally, chapters should utilize chapter members, officers, advisors, and their (inter)national organization for assistance in assessing the current reality in order to develop meaningful chapter goals.
- Action Plan: Based on the initial assessment and established goals, the chapter will develop an action plan that outlines the steps the chapter will take to achieve their goals throughout the year. The action plan should directly address the findings from the previously conducted assessment. The action plan can include expectations and programs provided by the chapters (inter)national organization. Overall, the chapter's action plan should outline all steps the chapter will be taking to reach their goals related to the priority area, as well as dates for completion of action items, and how they will know if they have achieved the goals.
- Revisions to the Action Plan: At the beginning of the second semester, the chapter has the opportunity to submit any revisions to the action plan submitted in the previous semester. These revisions should take into consideration the chapter's updated plans, as well as modifications related to any learning or changes in chapter culture/behavior throughout the previous semester. If the chapter does not wish to revise their action plan, they can submit their original action plan with a short reflection on why the action plan was not revised.
- Reflection: Each priority area includes an opportunity for chapters to reflect on the action plan that was created and implemented over the academic year. Chapters should consider areas of success and areas for future improvement. The chapter should identify recommendations for the future related to their efforts in that priority area. In addition, each priority area provides additional items that should be addressed through the chapter's reflection. Ideally, reflections should assist the chapter's transition process from one officer to the next.
- FSL Expectations: The Office of Fraternity and Sorority Life expects that chapters will complete all requirements outlined of this section in each priority area by the listed deadlines.
- Outcomes: If chapters are successful and high performing in the given priority area, it is expected the chapter will achieve the outcomes outlined for each area.

Evaluation

The Office of Fraternity and Sorority Life will review the completion of Elevation accreditation materials, expectations, and outcomes as listed in each priority area. In addition, chapters must complete the following:

- End of Year Panels: Each chapter is required to participate in the Elevation End of Year Panel process. These twenty-five-minute panels are the culminating experience of the Elevation cycle and allow the chapter to meet with faculty and staff members from around campus along with their OFSL chapter liaison and discuss their progress, highlighting areas of success and continued growth. Chapter presidents at a minimum should plan to attend, although the chapter is able to include any members/advisors they feel can provide insight about their organization and the organization's experience over the previous year with the Elevation program. *Failure to participate in the panels will prevent the chapter from being accredited.*

2023 Elevation Due Date Checklist

Elevation accreditation is awarded on both academic and calendar year cycles. The award period for calendar year chapters runs from the spring 2023 semester through the fall 2023 semester.

Ongoing:

- ☐ Proof of Liability Insurance (updated upon expiration, view a full list of expiration dates for chapters here)

January 2023:

- ☐ Participation in fraternity and sorority leadership program (for presidents)

January 27, 2023:

- ☐ Finance & Facility Form (includes live-in roster if applicable)
- ☐ Roster Update
- ☐ Contact Form
- ☐ Hazing Compliance Form
- ☐ Notice of Membership Intake/Recruitment Intent
- ☐ Priority Area Assessments
- ☐ Risk Management Policy and Emergency Procedures
- ☐ Web Update Form
- ☐ RamLink Student Organization Re-Registration

February 3, 2023:

- ☐ Chapter Scholarship Officer Check-In with Governing Council Scholarship Officer (Not required if the chapter meets/exceeds the respective all-women's, all-men's, or all-undergraduate GPA (as applicable) in the previous semester.)

February 17, 2023:

- ☐ Priority Area Action Plans

March 10, 2023:

- ☐ Roster Update

March 31, 2023:

- ☐ Chapter President Check-In with OFSL Staff Liaison (Meetings cannot be scheduled to occur before February 6, 2023. Please schedule at least a week in advance to ensure staff schedules can accommodate the chapter.)

May 5, 2023:

- ☐ Roster Update
- ☐ Community Service and Philanthropy Report
- ☐ Leadership Development Report

September 1, 2023:

- ☐ Finance & Facility Form (includes live-in roster if applicable)
- ☐ Roster Update
- ☐ Hazing Compliance Form
- ☐ Notice of Membership Intake/Recruitment Intent
- ☐ Priority Area Action Plan Revisions
- ☐ Contact Form
- ☐ Web Update Form

September 8, 2023:

- ☐ Chapter Scholarship Officer Check-In with Governing Council Scholarship Officer (Not required if the chapter meets/exceeds the respective all-women's, all-men's, or all-undergraduate GPA (as applicable) in the previous semester.)

October 13, 2023:

- ☐ Roster Update

October 27, 2023:

- ☐ Chapter President Check-In with OFSL Staff Liaison (Meetings cannot be scheduled to occur before September 11, 2023. Please schedule at least a week in advance to ensure staff schedules can accommodate the chapter.)

November 17, 2023:

- ☐ Priority Area Reflections

Week of December 4-8, 2023:

- ☐ End of Year Panels
- ☐ Awards Panels (Optional)

December 8, 2023:

- ☐ Roster Update
- ☐ Community Service and Philanthropy Report
- ☐ Leadership Development Report

GENERAL

Multiple chapter officers will be involved in the completion of each of these components of the program. Chapter leaders should work together to collaboratively complete each of these items or assign parts of these components to appropriate officers (see descriptions in each priority area in the following sections).

Chapter Assessment
At the beginning of each academic year, the chapter evaluates their current reality as well as previous progress, and sets goals for improvement. [35 points] *Documentation must include a written summary of the results of the assessment and chapter goals for improvement using the provided chapter assessment template, and must be uploaded using the Assessment Upload Form. [Due January 27, 2023]*

Chapter Action Plan
You've assessed the current state of your chapter and set goals to improve, but what is your step-by-step plan to achieve those goals? Following the completion of evaluation and goal setting, the chapter should develop the plan for achieving goals. [45 points] *Documentation includes a summary of the action plan using the provided chapter action plan template that must be uploaded using the Action Plan Upload Form. [Due February 17, 2023]*

Revisions to the Chapter Action Plan
You've been utilizing your action plan for a semester – is it working? Do you want to change anything? Tell us about it! [20 points] *Documentation includes a summary of the action plan using the provided chapter action plan revisions template that must be uploaded using the Action Plan Revision Upload Form. [Due September 1, 2023]*

Chapter Reflection
As your term of office comes to a close, we want you to spend some time considering your plan and its effectiveness. What kind of impact did you have within your chapter? How will the impact be sustained? What suggestions do you have for future officers? Of what accomplishment are you most proud? What do you wish you could have done? Please specifically address how your efforts over the last year have supported areas of CLIMB (see description at beginning of this priority area). [45 points] *Documentation includes a written reflection on the success of your action plan utilizing the provided chapter reflection template, must be uploaded using the Reflection Upload Form. [Due November 17, 2023]*

PRIORITY 1:
ACADEMIC ACHIEVEMENT

The primary aim of fraternities and sororities is to assist members in their academic efforts. All chapters should actively work to support members in their academic efforts, promote lifelong learning, and create opportunities for growth and improvement related to academic excellence.

Officers connected to the Academic Achievement priority area (that should assist with priority area efforts):

- Scholarship/Academic Officer
- Accountability Officer (if relevant, based on chapter practices)

Connections to CLIMB:

- Beyond academic performance, chapters should actively support their members in their journey to become **lifelong learners and develop critical thinking skills**. Preparing for life after college is more than just earning a stellar GPA; it's also about engaging critically in academic concepts and gaining skills around learning that will last a lifetime.
- As students engage in their academic coursework, they should also develop a great sense of **purpose and be able to make meaning** of their professional plans post-college assisted by their academic course of study and additional professional experiences like internships, education abroad, and service learning.

It is recommended that at least one goal in the chapter action plan relate to academic achievement. Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

Remember!
Academic goals for improvement should be both at the individual level, as well as the chapter level. In addition, all goals should be SMART: Specific, Measurable, Attainable, Relevant, and Timely.

Have you thought about this?
At the beginning of each semester, pull a group of relevant officers together to review the previous semester's academic achievement and the chapter's academic program. Look for trends, including strengths and areas of improvement. Discuss any changes needing to be made that will help the chapter reach its academic goals.

What does current research recommend?
Based on current research and best practices, we recommend including the following items in your chapter's academic program:

- Academic workshops related to academic skill building and/or post-collegiate planning that are coordinated by, presented to, or attended by the chapter.
- Academic assistance programs to assist those who fail to meet academic requirements including procedures to monitor academic progress and information, resources, and strategies to encourage improvement.
- Academic recognition programs for both individual academic excellence and academic improvement.
- Offer scholarships to members from local chapter, advisory board, (inter)national organization and/or alumni organizations
- Academic emphasis in new member program including support and academic monitoring for new members and meetings/workshops specifically focused on academic success.
- Faculty Involvement, assistance, and recognition, including engagement with the chapter's faculty/staff advisor.

FSL Expectations

- Chapters that did not meet the respective all-women's or all-men's GPA in the previous semester, will be required to have their scholarship officer meet with their respective academic governing council officer to strategize a plan to support their chapter related to academic success. [5 points each semester]
  [Meeting must occur prior to February 3, 2023 and September 8, 2023 respectively.]
- The chapter academic officer meets expectations required as part of the Officer Workshop Series [2.5 points each semester]

What should a Scholarship Plan include?

SMART Goals: All goals for the Scholarship Plan should be Specific, Measurable, Attainable, Relevant, and Timely.
Academic Performance: The plan should discuss how the chapter will create and encourage opportunities to raise individual GPAs.
Recognition: The Scholarship Plan should explain how academically successful members are recognized and how the chapter utilized incentives.

Outcomes

Chapter does not need to submit documentation for the following. These criteria statements will be verified by the Office of Fraternity and Sorority Life (but please be sure the chapter's achievement of these outcomes is addressed in the reflection).

- Chapter term GPA meets or exceeds the respective all-women's, all-men's, or all-undergraduate (as applicable) GPA each semester. [10 points each semester]
- Chapter New Member Class term GPA meets or exceeds the all-university GPA each semester. [5 points each semester]

PRIORITY 2:
HARM REDUCTION

Harm Reduction is an important component of the fraternity and sorority experience. Harm reduction includes the promotion of a healthy lifestyle, understanding membership expectations, and the accountability measures associated with failure to meet them.

Officers connected to the Harm Reduction priority area (that should assist with priority area efforts):

- Risk Management Officer
- Social Chair
- Accountability Officer
- Membership Development Officer (person responsible for educating members on wellness or other harm reduction-related topics)

Connections to CLIMB:

- As chapters **build connections** among members, supporting one another in meeting harm reduction expectations and ensuring members are healthy should be a top priority.
- Chapters excelling in the area of harm reduction and risk management are often **change agents** in the wider community, encouraging everyone to meet risk management expectations and provide an ever-safer fraternity and sorority experience. They also encourage positive individual decision-making and member accountability.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

What do we mean by the three major areas?

Knowledge of Policies: Do your members know the chapter, fraternity & sorority community, and University policies to which they are held accountable? Do they need some additional training in this area to increase their level of understanding?

Effectiveness of Enforcement and Accountability Strategies: Have/are you implementing your policies? Where could you do a better job? When members make poor decisions, are you using strategies to help them live up to chapter and community expectations?

Chapter Harm Reduction Needs: How can you help your members be safer? What are some areas in which they could benefit from more information so that they might make educated decisions? For example, are they aware of the effects of alcohol consumption? Or, could they benefit from stress reduction strategies? Would information on nutrition improve their overall health?

FSL Expectations

- The chapter submits its organization's proof of liability insurance to the Office of Fraternity and Sorority Life annually upon expiration using the Liability Insurance Form. [2.5 points] *[Due upon expiration – view a full list of expiration dates for chapters here]*
- The chapter submits its organization's risk management policy and emergency procedures to the Office of Fraternity and Sorority Life using the Risk Management & Emergency Procedures Form. [2.5 points] *[Due January 27, 2023]*
- The chapter submits the Hazing Compliance Form to the Office of Fraternity and Sorority Life each semester. [2.5 points per semester] *[Due January 27, 2023 and September 1, 2023 respectively]*

- The chapter risk management officer meets expectations required as part of the Officer Workshop Series [2.5 points each semester]

Outcomes

This outcome will be verified by the Office of Fraternity and Sorority Life (but please be sure the chapter's achievement of this outcome is addressed in the reflection).

- Chapter has not had any disciplinary action or violations of the Fraternity & Sorority Joint Policy on Risk Management or CSU Student Conduct Code related to members' behavior or harm reduction concerns during the academic year. [10 points]
    - Chapters who are found responsible for violations of the policies listed above will lose the full 10 points. These chapters have the opportunity to earn back five points in this section by submitting a narrative discussing what was learned from the violation and how the chapter has changed practices to address the behavior. This narrative should be included as part of the Chapter Reflection submission. *[Due November 17, 2023]*

PRIORITY 3:
COMMUNITY SERVICE & PHILANTHROPY

Community service and philanthropy are important components of the fraternity and sorority experience. Community service includes the giving of our time and abilities to provide individuals or organizations with hands-on support. Philanthropy involves the raising of resources to assist with the mission of a charitable organization.

Officers connected to the Community Service & Philanthropy priority area (that should assist with priority area efforts):

- Community Service Officer
- Philanthropy Officer
- Fundraising Officer

Connections to CLIMB:

- Engaging community service and philanthropy efforts allows chapters and individual members the opportunity to serve as **change agents,** addressing community needs, advocating for important causes, and working to effectively transform the world for good.
- Efforts around community service and philanthropy often allow organizations to support causes that promote **inclusivity and social justice** by working toward equity and addressing systems of injustice through advocacy, support, and service.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

When assessing the area of philanthropy within your chapter, think about...

- What organization does the philanthropic efforts of your chapter support? Do your members know about the organization? Could they tell others about why it is important to your chapter?
- What type of event do you use to raise funds? Is it effective? Could something else raise more money?
- Do you raise awareness of the organization you're supporting while also raising funds? How could you better educate the participants of your philanthropy events about what they're supporting?
- Are your members an active part of the planning or implementation of your philanthropic efforts? How could you increase their level of involvement?
- What is the impact of supporting this organization on your chapter and its members?

When assessing the area of community service within your chapter, think about...

- How many and what type of service opportunities does your chapter plan? How many members participate?
- How many members do service independently?
- How many hours of community service are completed through independent activities versus chapter-sponsored opportunities?
- Do people like the opportunities the chapter plans, or would they rather give their time to other organizations?
- What is the impact of service to the community on your chapter and its members?
- Do you provide any hands-on service for the organization you support philanthropically?
- How do you make meaning of the service experience with members that participate?

FSL Expectations

- The Community Service and Philanthropy Report is submitted on time each semester. [2.5 points each semester] *[Due May 5, 2023, and December 8, 2023 respectively]*
- The Philanthropy and Fundraising Registration Form is submitted correctly prior to all philanthropic/fundraising activities sponsored by the chapter. [5 points] *[Verified by the Office of Fraternity and Sorority Life]*
- Chapter participated in an endorsed University/council-sponsored community service project each semester. [2.5 points each semester] *[Verified by the Office of Fraternity and Sorority Life through the Community Service and Philanthropy Report and through reports provided specific to each event]*
    - Spring Semester: Chapters can participate in any university sponsored service project in the Spring semester (e.g., MLK Day of Service, CSUnity: Branching Out and Cultivating Community, or any other service project available through SLICE).
    - Fall Semester: At least 60% of the chapter participates in Fall Clean Up in the fall semester.

  If extenuating circumstances exist regarding participation in these events and accommodations are requested, chapters should contact the community service & philanthropy intern at fsl_csp@mail.colostate.edu.
- The chapter community service and philanthropy officer(s) meet expectations required as part of the Officer Workshop Series. [2.5 points each semester]

Outcomes

Chapter does not need to submit documentation for the following. These outcomes will be verified by the Office of Fraternity and Sorority Life as indicated in the Community Service and Philanthropy Report (but please be sure the chapter's achievement of these outcomes is addressed in the reflection).

- The chapter donates money or goods to a cause that is meaningful to their organization. [5 points]
- The chapter gives their time through service. [5 points]
- The chapter did not violate the Fraternity & Sorority Joint Policy on Philanthropy & Fundraising [5 points]

PRIORITY 4:
MEMBERSHIP DEVELOPMENT

Developing members throughout their membership experience is a hallmark of fraternity and sorority involvement. Chapters should be working to identify ways to keep members engaged throughout their time in the chapter as well as develop leadership and skills through programming and education.

Officers connected to the Membership Development priority area (that should assist with priority area efforts):

- Brotherhood/Sisterhood Officer
- Ritualist (or person responsible for implementing chapter Ritual)
- Member Education Officer (person responsible for member education for all levels of membership)

Connections to CLIMB:

- The support of **lifelong learning and critical thinking** goes beyond what a member learns inside the classroom and extends to the personal development the member gains through chapter provided educational and leadership experiences.
- A chapter providing positive membership development allows members to better understand the organization **purpose and make meaning** and connections between the fraternity and sorority experience and their personal values and decision making.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

A strong membership development plan should include the following:

- Developmental opportunities for members at all levels (first-year students through graduating seniors).
- Provide a strong officer transition program to build skills and set goals for newly elected officers each term.
- Be a continuation of the new member/intake program to help the newest members seamlessly acclimate into the chapter.
- Deliver educational programs on a wide range of topics to help members learn and grow as a result of their membership.
- Planned brotherhood/sisterhood events.
- Encourage involvement in other on-campus opportunities and the pursuit of leadership roles in those organizations.
- Provide assistance getting connected to external leadership programs like the President's Leadership Program, REAL Workshops, etc.
- Participation in leadership programs sponsored by the (inter)national organization.
- Plan senior engagement that promotes involvement and provides education about lifelong membership in the organization.
- Provides ritual education to all members throughout the membership experience in promotion of the organization's values.

FSL Expectations

- The chapter met attendance expectations at all OFSL-sponsored mandatory programs throughout the year (i.e., educational speakers/programs, etc.) Notice of at least one month must be provided to chapters for an event to be considered mandatory. [5 points] *[Verified by the Office of Fraternity and Sorority Life on an ongoing basis]*

- The chapter participates as volunteers for new student move-in at rates identified by the Office of Fraternity and Sorority Life **(**if such events can occur based on public health recommendations). [5 points] *[Verified by the Office of Fraternity and Sorority Life]*
- The chapter submits the Leadership Development Report each semester to indicate member involvement in student and community organizations and to track leadership positions and participation. [2.5 points each semester] *[Due May 5, 2023, and December 8, 2023 respectively.]*

Outcomes

Chapter does not need to submit documentation for the following. These criteria statements will be verified by the Office of Fraternity and Sorority Life (but please be sure the chapter's achievement of these outcomes is addressed in the reflection and through the chapter's Leadership Development Reports).

- Chapter members are engaged in campus and community opportunities as indicated on the Leadership Development Report. [5 points]
- The chapter engages with the (inter)national organization. [5 points]
- The chapter provided intentional development for members at all levels. [5 points]

PRIORITY 5:
MEMBERSHIP INTAKE/RECRUITMENT & NEW MEMBER RETENTION

The selection of new members and the ways in which fraternities and sororities educate and prepare these new members for a lifetime of involvement in a fraternity and sorority is the lifeblood of fraternities and sororities. Chapters should diligently examine when and how intake or recruitment is conducted as well as the practices by which interested members are prepared for membership.

Officers connected to the Membership Intake/Recruitment & New Member Retention priority area (that should assist with priority area efforts):

- Recruitment Officer (if relevant)
- Intake Officer (if relevant) or New Member Educator

Connections to CLIMB:

- Efforts to bring in and educate new members assist students in **building coalitions and making powerful connections** that support a positive overall CSU experience.
- Effective new member education provides a foundation of education about the organization's **purpose**, values, and current realities and allow members to **make meaning** of their role in the organization.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

What is a membership intake/recruitment action plan?

This plan should describe the chapter's intentions and approach in attracting and recruiting new members. Explain how the chapter's recruitment or intake process incorporates the values of the organization. This is not simply submitting a copy of the (inter)national organization's recruitment/intake program (although that can be included), but rather represents the chapter's specific plan to generate interest in membership continuously throughout the year.

Making the new member education program relevant!

This is not simply submitting a copy of your (inter)national organization's new member education program (although that can be included), but rather represents the chapter's outline of your new member education program, with specific dates and topics addressed. We recommend including the following items:

- Length and format of program (e.g., weekly meetings, small group meetings)
- Education provided on expectations of membership
- Education provided on history and purpose of organization
- Education provided on hazing and risk management
- Resources and support provided for academic achievement

FSL Expectations

- The chapter submits the Notice of Membership Intake/Recruitment Form. [5 points each semester]. *[Due January 27, 2023, and September 1, 2023, respectively]*
- The chapter new member education officer meets expectations required as part of the Officer Workshop Series. [2.5 points each semester]

- The chapter meets council expectations for participation in their council-sponsored new member orientation program. [2.5 points each semester]

Outcomes

Chapter does not need to submit documentation for the following. This criteria statement will be verified by the Office of Fraternity and Sorority Life (but please be sure the chapter's achievement of this outcome is addressed in the reflection).

- Chapter retains new members through their first semester of membership (full points will be awarded for chapters retaining 90% or more of new members; half points will be awarded for chapters retaining at least 80% of new members) [5 points each semester]

PRIORITY 6:
CHAPTER MANAGEMENT

A high-performing chapter is one that is attentive to detail in all areas of chapter operations on campus. A chapter that excels in the area of chapter management is organized, efficient, and timely.

Officers connected to the Chapter Management priority area (that should assist with priority area efforts):

- President
- Secretary/Administrative Officer
- Treasurer/Financial Officer
- House/Facility Manager (if applicable)

Connections to CLIMB:

- Engaging in solid chapter management practices allows members to engage in **critical thinking** and provides the operational foundation for all other goals of the chapter to be met. A chapter won't successfully educate, support, and retain members without good chapter management and won't be able to reach goals in any priority areas.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

Chapter management includes the following:

- Financial management
- Chapter calendaring
- Chapter meetings and minutes
- Communication efforts
- Chapter document maintenance (bylaws, etc.)
- Housing (if applicable)
- Officer transition program

FSL Expectations

Chapter does not need to submit documentation for the following. These criteria statements will be verified by the Office of Fraternity and Sorority Life.

- The chapter president or designated representative attended the Fraternity & Sorority Leadership Institute in January 2023. [5 points]
- The chapter president or designated representative attended all Presidents Forums hosted by the Office of Fraternity & Sorority Life. [10 points]
- The chapter president met with their OFSL Staff Liaison each semester. [2.5 points each semester]
- The chapter registers as a CSU student organization via RamLink [2.5 points] *[Verified by the Office of Fraternity and Sorority Life on January 27, 2023]*
- The chapter is in good financial standing with their respective governing council. [2.5 points]
- The chapter attended 90% of the council meetings for their respective council. [2.5 points]
- Chapter has a minimum of one active graduate/alumni/chapter advisor. [2.5 points]
- At least 80% of current chapter membership completes the fraternity/sorority community assessment survey each spring. [10 points] *[Verified by the Office of Fraternity and Sorority Life]*

Chapter should submit documentation for the following.

- The chapter provides regular Roster Updates each semester. [10 points] *[Spring 2023 Deadlines: January 27, 2023, March 10, 2023, and May 5, 2023; Fall 2023 Deadlines: September 1, 2023, October 13, 2023, and December 8, 2023]*
- The chapter ensures that all new members joining the organization complete the Membership Information Form within 72 hours of starting an intake/new member education process [2.5 points each semester]
- The chapter submits the **Co**ntact Form each semester. [2.5 points each semester] *[Due January 27, 2023 and September 1, 2023 respectively]*
- The chapter submits the Finance & Facility Form, including a copy of the Chapter's Live-In Membership Roster of members that live in the facility (if applicable), each semester. [2.5 points each semester] *[Due January 27, 2023 and September 1, 2023 respectively]*

PRIORITY 7:
EXTERNAL RELATIONS

It is important for each chapter to have a positive image with its various publics, including (inter)national organization, alumni, parents, and community members. Chapters should be proactive in disseminating accurate and positive information about the fraternity/sorority experience.

Officers connected to the External Relations priority area (that should assist with priority area efforts):

- Public Relations Officer
- Social Media Manager
- Officer(s) Responsible for Parent & Family Efforts (if relevant)
- Council Delegate
- Scholarship Officer (or person managing faculty appreciation/interaction)
- Alumni/ae Relations Officer

Connections to CLIMB:

- Positive external relation efforts allow a chapter to effectively **build coalitions and make authentic connections** with a host of constituents that can positively impact the organization's operations and members.

Please use the provided templates for the chapter assessments, action plans, action plan revisions, and reflections to assess current realities and set goals in this area.

Who should be considered in External Relations?

- Parents & families of members
- (Inter)national organization
- Other fraternities & sororities
- Our own and other governing councils
- Alumni/ae
- CSU faculty and staff
- The Fort Collins community
- Unaffiliated students

FSL Expectations

Chapter does not need to submit documentation for the following. These criteria statements will be verified by the Office of Fraternity and Sorority Life.

- The chapter submits information to update the FSL website as requested using the Web Update Form each semester. [2.5 points per semester] *[Due January 27, 2023 and September 1, 2023 respectively]*
- The chapter external relations officer(s) meets expectations required as part of the Officer Workshop Series [2.5 points each semester]

Outcomes

Chapter does not need to submit documentation for the following (but please be sure the chapter's achievement of this outcome is addressed in the reflection).

- The chapter has made improvements towards having a positive image and building relationships with its various publics. [5 points]