

Elevation Assessment Template

Chapter:

Date:

This document is intended to be used as a template for chapters completing the assessment phase of the Elevation Program. It provides guidance for goal setting (useful in the next step of Elevation: action plans) and addresses expectations outlined in the Elevation Program.

What are Elevation Assessments?

* The first written phase of the Elevation Program is the assessment phase. The chapter is asked to conduct an assessment to identify areas of strength and areas of improvement for each of the seven priority areas within Elevation. 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. 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 foreach 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.

**Template Instructions:**

At the beginning of each officer term, the chapter evaluates their current reality as well as previous progress, and sets goals for improvement. Chapter assessments are worth 35 points. *Documentation must include a written summary of the results of the assessment and chapter goals for improvement using this assessment template and must be uploaded using the* [*Assessment Upload Form*](https://fsl.colostate.edu/assessment-upload-form/)*.*

Throughout this document there are green boxes that provide additional information and questions to consider when completing the assessments. Please write responses in the white boxes. Boxes will expand as needed, so those completing the assessment template should be encouraged to thoroughly answer the questions in a meaningful way that shows insight that was useful in determining the chapter’s goal in the area.

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| Priority Area One: 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) | |
| 1 | **What went well in the previous year in our academic program? What needs improvement?**  *Questions to consider:*   * *Does my chapter have an academic plan?* * *How do we recognize outstanding academic achievement?* * *How do we hold members accountable if they are not performing well academically?* * *How do we set goals for individual members and our chapter around academic achievement?* * *Does our academic performance match our effort?* * *How do we uniquely and individually support each member in their academic success?* * *How do we discuss academic achievement within the chapter in an ongoing way?* |
| *[Write response here}* |
| **2** | **How did our chapter perform academically last semester/year?**  *Questions to consider:*   * *Is our GPA performance acceptable?* * *What are other metrics for measuring academic success other than GPA that our chapter uses?* * *Did we reach our academic goal?* * *How does our academic performance relate to other chapters in our council and community-wide performance?*   *Your response must include your chapter GPA - This number can be determined by viewing the appropriate grade report document found at* [*https://fsl.colostate.edu/about/chapter-reports/*](https://fsl.colostate.edu/about/chapter-reports/)*}* |
| *[Write response here}* |
| 3 | **Based on our assessment, what is our GPA goal for the coming semester? Are there other ways than GPA we will measure success in this area?**  *Questions to consider:*   * *Is this a realistic goal? Why or why not?* * *Can we expect our members to achieve this goal?* * *is this standard for all members (new and active)?*   *Your response must include your goal chapter GPA but may also include additional goals for supporting members academically* |
| *[Write response here}* |
| 4 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| *[Write goal here}* |

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| Priority Area Two: 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) | |
| 1 | **What went well in the previous year related to harm reduction and risk management? What needs improvement?**  *Questions to consider:*   * *Did our chapter have any risk management issues in the previous year?* * *What are the areas of biggest risk for our chapter?* * *Does my chapter focus both on risk management/compliance AND harm reduction (i.e., do we focus on reducing risk by making good decisions in addition to compliance with policies)?* * *Do we provide education to members in addition to accountability?* |
| *[Write response here}* |
| 2 | **How does my chapter provide education and hold members accountable for risk management and harm reduction issues specific to policy? Are those practices effective?** *Questions to consider:*   * *Does the chapter know expectations outlined in the* [*Fraternity & Sorority Joint Policy on Risk Management*](https://fsl.colostate.edu/wp-content/uploads/sites/12/2018/07/Fraternity-Sorority-Joint-Policy-on-Risk-Management.Tailgate.pdf)*?* * *Does the chapter understand risk management policies of the (inter)national organization?* * *What additional training should be provided to members to increase awareness of policies?* * *How are new members educated about risk management as they are brought into the chapter?* * *Does my chapter have an accountability process? Is it respected and utilized?* * *What are the formal and informal mechanisms for accountability that help members practice good decision making?* * *How could we strengthen our accountability mechanisms?* |
| *[Write response here}* |
| 3 | **What are ways members could behave more safely (including both individual behavior/decisions as well as while functioning as a chapter/in a group)?** |
| *[Write response here}* |
| 4 | **What was the biggest risk-related issue last year? What is a risk-related issue our members would benefit from learning more about? (Remember, harm reduction and risk management includes everything from hazing prevention, social event management, mental health and wellbeing, sexual assault prevention, and more. Your response can be focused on harm reduction issues most relevant to your chapter).** |
| *[Write response here}* |
| 5 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| *{Write goal here]* |

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| Priority Area Three: 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 | |
| 1 | **What went well in the previous year connected to our community service and philanthropy initiatives? What needs improvement?**  *Questions to consider:*   * *Did my chapter provide chapter-organized opportunities for members to complete service together?* * *Does my chapter have a service hour requirement? If so, Is that effective?* * *How do our members feel about completing service? How can we improve the ways we encourage community service and make meaning of the experience for members?* * *Does our chapter connect our philanthropic fundraising to the cause we’re raising the money for?* * *Did our chapter provide education about our philanthropic cause to our members and to those that contributed to our philanthropic efforts? How?* * *If we hosted a philanthropy event, did we reach out wider than the fraternity/sorority community to promote attendance? Did we provide education or follow up about the impact of our philanthropic initiatives and fundraising? How?* |
| *[Write response here}* |
| 2 | **What are the greatest opportunities that exist for our chapter connected to community service and philanthropy?** |
| *[Write response here}* |
| 3 | **What community service and philanthropy expectations do others have for our chapter?** *Questions to consider:*   * *Are there expectations from the (inter)national organization or our governing council for completion of service or raising money for a philanthropic cause?* |
| *[Write response here}* |
| 4 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| *{Write goal here]* |

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| Priority Area Four: 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)   ***Please note this priority area does NOT include new member education (found in the following section). Membership development focuses on holistic member development once an intake or new member education process has concluded lasting throughout a member’s experience.*** | |
| 1 | **What went well in the previous year in our membership development program? What needs improvement?**  *Question to consider:*   * *Do we understand what is meant by membership development? (A solid membership development program should include educational programming, personal development, senior programming, campus involvement efforts, Ritual education, and brotherhood/sisterhood/siblinghood efforts.)* * *Does our chapter connect the values as expressed in our Ritual to the membership experience?* * *How does our chapter determine what education to provide to members that adds to the value the member receives from their membership (e.g., do we provide relevant programming that benefits members and develops them as people)?* * *Do we promote engagement outside of our chapter? If so, how?* |
| *[Write response here}* |
| 2 | **How does your chapter educate members at every stage of membership (newly initiated, senior, etc.)?** |
| *[Write response here}* |
| 3 | **How is brotherhood/sisterhood/siblinghood in the chapter?**  *Questions to consider:*   * *Does our chapter intentionally discuss brotherhood/sisterhood/siblinghood?* * *Does our chapter hold events or engage in activities that intentionally build brotherhood/sisterhood/siblinghood?* * *How is chapter morale and how do members get along and support one another?* |
| *[Write response here}* |
| 4 | **What does my chapter do to provide support and education to the chapter?**  *Questions to consider:*   * *What programming or education is provided to members? Does this programming meet member needs?* * *Are members engaged with our chapter?* * *Do members have a way to express the need for help? How does the chapter check in with members to provide individual support?* |
| *[Write response here}* |
| 5 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| *{Write goal here]* |

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| Priority Area Five: Membership Intake/Recruitment & New Member Education | |
| 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 or New Member Educator   *Please note, his priority area includes new member education in addition to recruitment or organization interest building..* | |
| 1 | **What went well in the previous year in our membership intake or recruitment process? What needs improvement?**  *Questions to consider:*   * *Which chapter members engage in membership intake or recruitment and is this appropriate for our chapter needs?* * *How efficient and organized is membership intake or recruitment?* * *Did our chapter adhere to our organizations or council guidelines and requirements?* * *How does our chapter prepare members for membership intake or recruitment? Is this appropriate?* * *How do members form connections during membership intake or recruitment?* * *Does our chapter implement our organization’s values into membership intake or recruitment?* * *Has our chapter successfully achieved our recruitment goals? If not, why?* |
| *[Write response here}* |
| 2 | **What went well in the previous year in our new member education process? What needs improvement?**  *Questions to consider:*   * *Which chapter members engage in new member education and is this appropriate for our chapter needs?* * *How efficient and organized is new member education?* * *Did our chapter adhere to our organization’s guidelines and requirements in the new member education process?* * *How does our chapter prepare members to engage in new member education?* * *How do members form connections during new member education?* * *Does our chapter implement our organization’s values into new member education?* * *Does our new member education program provide the right content to prospective/new members? Why or why not?* * *What is the previous retention rate of our new members? How do we feel about that retention rate and what can we do to maintain it or improve it?* |
| *[Write response here}* |
| 3 | **What are the greatest opportunities that exist for our chapter connected to identifying and mobilizing interest in the organization?** |
| *[Write response here}* |
| 4 | **Does my chapter understand and provide education about the hazing policy? How?** |
| *[Write response here}* |
| 5 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| *{Write goal here]* |

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| Priority Area Six: 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) | |
| 1 | **What went well in the previous year in chapter Management? What needs improvement?**  *Questions to consider:*   * *Does your chapter maintain a calendar?* * *How are your chapter meetings managed?* * *How is communication managed?* * *Do members have access to important chapter documents?* * *How will you manage officer transitions?* * *How is your chapter managing finances?* |
| *[Write your response here}* |
| 2 | **What are the greatest opportunities that exist for our chapter connected to chapter management?** |
| *[Write your response here}* |
| 3 | **Based on this reflection, a goal for our chapter in this priority area:** |
| 1. *[state goal here]* |

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| Priority Area Seven: 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 | |
| 1 | **What went well in the previous year in external relations? What needs improvement?**  *Questions to consider:*   * *How are you interacting with parents and families, (inter)national organization, other chapters, governing council, alumni/alumnae, faculty and staff, Fort Collins community, and unaffiliated students.* * *Does my chapter have an external relations plan?* * *What forms of communication do we use (social media, formal communication through email or newsletters, chapter correspondence, etc.)? With whom are we engaging?]* |
| *[Write your response here}* |
| 2 | **How can your chapter use social media and other digital communication to engage external constituents?** |
| *[Write your response here}* |
| 3 | **Based on this reflection, a goal for our chapter in this priority area is:** |
| 1. *[state goal here]* |