



THE SEVEN OBJECTIVES OF CHAPTER EXCELLENCE REPORT A GUIDE FOR CHAPTER OFFICERS & ADVISORS 2017

OVERVIEW

Revised in 2013, the Seven Objectives of Chapter Excellence report is a resource to assist officers and advisors in the ongoing development of their chapter. The report includes questions that both compare the chapter to the standards established by the National Fraternity, as well as to the other fraternity chapter on campus. Additionally, the revised report includes all of Pi Kappa Phi's Minimum Chapter Standards.

Chapter performance is evaluated across each of the following areas: Governance, Growth, Member Experience, Branding & Communication, Scholarship, Service & Philanthropy, and Campus Involvement. The Fraternity believes achieving excellence in each of these seven objectives is critical to developing a leading chapter and providing a positive experience for chapter members.

The Seven Objectives of Chapter Excellence report is completed by chapter officers each term and submitted to the Leadership Consultant. At the end of each semester, the chapter receives a score in each of the objectives, as well as a composite score. The levels of achievement are as follows:

Zero Stars: The chapter is performing below Pi Kappa Phi's minimum expectations

One Star: The chapter meets Pi Kappa Phi's minimum expectations

Two Stars: The chapter is exceeding Pi Kappa Phi's minimum expectations

Three Stars: The chapter is excelling

SCORING

Chapters receive a score within each of the objectives, as well as a composite score. In order to be awarded **One Star** in a given objective, a chapter must complete ALL of the items listed. **Chapters cannot reach Two Star or Three Star status without first achieving One Star status.** To be awarded **Two Stars** or **Three Stars** in a given objective, the chapter must then complete a pre-determined number of additional best practices. In any given objective, there are more best practices than needed to attain Three Star status.

A chapter's composite score is determined by average the number of stars earned across each of the seven objectives using the following ranges:

3.00-2.25 average = Three Star Chapter

2.24-1.50 average = Two Star Chapter

1.49-0.75 average = One Star Chapter

0.74-0.00 average = Zero Star Chapter

GOVERNANCE



Achieves all of the following:

- Chapter size of 30 OR at or above the all-fraternity average on campus (whichever is smaller)
- Current, written associate member education program submitted to the National Headquarters at least seven (7) days prior to every pre-initiation ceremony
- Current budget submitted to the National Headquarters within 30 days of the beginning of each term
- Operates without a financial loss
- Compliance with the National Council's directive to use OmegaFi for dues billing and collections
- Functioning committee system
- Associate Member Education Committee consisting of at least two (2) members
- Active Standards Board consisting of at least five (5) members who are elected or appointed and ratified by the chapter
- The Risk Management Chairman serves as a member of the chapter's Executive Council and has been reported on Chapter Gateway
- Officer elections held in accordance with Supreme Law, including at least one election in November
- Hosts weekly chapter meetings
- Required delegates attended the most recent Pi Kapp College for Chapter Officers
- Adheres to the restrictions on little sister programs and similar auxiliary organizations for women
- Not found in violation of Fraternity and/or University policies during the current term
- Current on any sanctions due to the National Headquarters and/or University (if applicable)

**** NOTE: Blue text denotes a Minimum Chapter Standard.**



Achieves 9 of the items below.



Achieves 12 of the items below.

- IRS 990 for the previous year filed and submitted to the National Headquarters
- Current version of the written constitution and bylaws on file with the National Headquarters
 - BONUS POINT: Constitution and bylaws reviewed and/or amended in the past 12 months
- Contributes at least 3% of the chapter's budget to savings annually
 - BONUS POINT: Contributes at least 5% of the chapter's budget to savings annually
- Conducted a financial review (e.g. by an advisor) within the past 12 months
- Utilizes OmegaFi's Bill Pay service
- 90% dues collection rate
- Holds annual officer elections
- Utilizes the Officer Transition Plan available on pikapp.org
- Distributes weekly chapter meeting minutes or post them online as an archive for members
- Hosts at least one formal chapter meeting per month
- Hosts chapter meetings in a room with enough chairs for each members (e.g. campus classroom)
- Hosted a Strategic Planning Workshop in the past 12 months
- Updated written strategic plan submitted to the National Headquarters this calendar year
- Written Code of Conduct submitted to the National Headquarters this calendar year
- Sent extra delegates to the most recent Pi Kapp College for Chapter Officers
- Updated written risk management procedures submitted to the National Headquarters this calendar year

GROWTH



Achieves all of the following:

- Manpower at the end of the term (including associate members) within no less than 10% of the established goal
- Associate member retention rate of at least 75%
- Compliance with the requirements for legacy recruitment outlined in Supreme Law I, Section 5 (i.e. aggressive recruitment, consultation with the National Headquarters, follow up with the brother related to the legacy)
- Minimum high school GPA requirement for first-semester freshmen of at least 2.70
- Minimum college GPA requirement for potential new members of at least 2.70
- Not found in violation of the Fraternity's alcohol-free recruitment policy this term



Achieves 7 of the items below.



Achieves 11 of the items below.

- Manpower at the end of the term (including associate members) meets the established goal
 - BONUS POINT: Manpower at the end of the term (including associate members) exceeds the established goal
- Chapter size in the top quartile among IFC fraternities on campus
- Associate member retention rate of at least 85%
 - BONUS POINT: Retention rate of at least 90%
 - ADDITIONAL BONUS POINT: Retention rate of at least 95%
- Updated written recruitment program submitted to the National Headquarters this calendar year
- Hosts a Recruitment Workshop annually
 - BONUS POINT: Hosts workshop each term
- Pre-initiates associate members each term (i.e. recruits year-round)
- Minimum high school GPA requirement for first-semester freshmen greater than 2.70
- Minimum college GPA requirement for potential new members greater than 2.70
- Performs an alumni initiation during the calendar year
 - BONUS POINT: Performs five (5) or more alumni initiations during the calendar year

MEMBER EXPERIENCE



Achieves all of the following:

- Chapter operates substantially in accordance with the written associate member education program, as well as all applicable laws and policies governing the treatment of associate members
- Conducts Pre-Initiation as the first associate member education activity
- Administers a written final exam to associate members
- Provides each associate member with a copy of the current *White Diamond* (2016 edition)
- Conducts at least one (1) subordinate ritual (in addition to Pre-Initiation) for each associate member class
- Associate member education program (from pre-initiation to final exam) is no longer than 12 consecutive, calendar weeks
- Performs the Ritual of Initiation and debrief as written, including the use of approved Ritual regalia



Achieves 10 of the items below.



Achieves 16 of the items below.

- Provides each associate member with a syllabus outlining time, financial, and academic requirements for initiation
- Written Big Brother/Little Brother contract submitted to the National Headquarters this calendar year
- Hosts a retreat for associate members
- Associate member education program (from pre-initiation to final exam) is no longer than 10 consecutive, calendar weeks
 - BONUS POINT: Program no longer than 8 consecutive, calendar weeks
- Pre-initiates and initiates associate members in the same semester
- Conducts more than one (1) subordinate ritual (in addition to Pre-Initiation) for each associate member class
 - BONUS POINT: At least four (4) subordinate rituals
- Written four-year member development plan
- Hosts at least one (1) presentation and/or workshop focused on member development during the calendar year
 - BONUS POINT: Two (2) presentations and/or workshops
 - ADDITIONAL BONUS POINT: More than two (2) presentations and/or workshops
- Hosts at least one (1) brotherhood retreat during the calendar year
 - BONUS POINT: More than one (1) brotherhood retreat
- Hosts at least one (1) alcohol-free social event this term
 - BONUS POINT: More than one (1) alcohol-free social event
- Conducts at least one (1) subordinate ritual specifically for initiated members this term
 - BONUS POINT: More than one (1) subordinate ritual for initiated members
- Performs the Graduating Senior Ceremony outlined in *The Gold Book*

- Hosts at least one (1) additional event or program specifically for graduating seniors
- At least one (1) member of the chapter participated in a national leadership development program (i.e. Pi Kapp College for Emerging Leaders, UIFL, AFLV LeaderShape, Gear Up Florida, Build America, Journey of Hope, Ability Weekend, or Ability Camp) in the past 12 months
 - BONUS POINT: More than one (1) member participated
- At least one (1) member of the chapter is a Certified Ritualist

BRANDING & COMMUNICATION



Achieves all of the following:

- Meets the Fraternity's brand management requirements, as outlined in the style guide on pikapp.org
- Submits content for starandlamp.com at least once this term
- Maintains at least one (1) social media account (e.g. Facebook, Twitter, Instagram, etc.)



Achieves 4 of the items below.



Achieves 6 of the items below.

- Produces at least one (1) electronic or print newsletter (e.g. parent, alumni, etc.) this calendar year
 - BONUS POINT: More than one (1) newsletter
- Maintains more than one (1) social media account (e.g. Facebook, Twitter, Instagram, etc.)
- Maintains a current website
- Utilizes web stories and/or press releases to highlight chapter accomplishments
- Maintains a photo and/or video archive
- Submits content for starandlamp.com more than once this term
- Recognized at the campus level for excellence in branding and communication this calendar year (i.e. receives a campus or community-wide award)

SCHOLARSHIP



Achieves all of the following:

- Previous term or cumulative chapter GPA or 2.70 OR at or above the all-men's average on campus (whichever is lower)



Achieves 3 of the items below.



Achieves 5 of the items below.

- Previous term chapter GPA greater than the all-fraternity average AND all-men's average on campus
- Previous term academic rank among IFC fraternities in the top quartile OR ranked first
- Updated, written scholarship program submitted to the National Headquarters this calendar year
- Utilizes campus resources to help members improve their academic performance, rather than or in addition to study hours
- Functioning Scholarship Committee
- At least one (1) member of the chapter is recognized in the Order of the Lamp this calendar year

SERVICE & PHILANTHROPY



Achieves all of the following:

- Hosts at least one (1) revenue-generating event for The Ability Experience this calendar year
- Total Ability Experience fundraising for the calendar year of at least \$10.00 per member
- The Philanthropy Chairman serves as a member of the chapter's Executive Council and has been reported on Chapter Gateway



Achieves 7 of the items below.



Achieves 11 of the items below.

- Total Ability Experience fundraising for the calendar year exceeds \$35.00 per man
 - BONUS POINT: Total fundraising for the calendar year exceeds \$64.00 per man
- Ongoing volunteer relationship with a local organization for people with disabilities
 - BONUS POINT: Hosts at least one (1) event with the organization during the current term
 - ADDITIONAL BONUS POINT: At least one (1) event per month
- Average of at least one (1) volunteer hour per member for the current term
 - BONUS POINT: At least five (5) volunteer hours per member
 - ADDITIONAL BONUS POINT: At least 10 volunteer hours per member
- Hosts at least one (1) awareness event (e.g. Spread the Word to End the Word) for The Ability Experience this calendar year
- Hosts at least two (2) fundraising and/or awareness events for The Ability Experience this calendar year
 - BONUS POINT: More than two (2) events
- Written Ability Experience program submitted to the National Headquarters this calendar year
- Applies for a Circle of Giving Grant to a local organization for people with disabilities
- At least one (1) member of the chapter participated in a national Ability Experience event (i.e. Ability Weekend, Ability Camp, Gear Up Florida, Build America, or Journey of Hope) in the past 12 months
- Engages in at least one (1) local service opportunity this calendar year outside of the campus community that benefits a societal need beyond serving people with disabilities

CAMPUS INVOLVEMENT



Achieves all of the following:

- IFC delegate attends all meetings as required by the Council's bylaws
- Meets the University's minimum expectations for campus involvement (if applicable)



Achieves 6 of the items below.



Achieves 10 of the items below.

- Actively upholds the traditions and activities of the college by attending campus events (e.g. sporting events, campus speakers, service events, etc.)
- At least one (1) member of the chapter serves on an IFC committee
- At least one (1) member of the chapter serves as an IFC officer
- Sponsors or co-sponsors a campus-wide event this calendar year
- At least one (1) member of the chapter has a leadership role in planning or executing campus-wide events
- Fields at least one (1) intramural team this calendar year
- At least one (1) intramural team places in the top three (3) in their division
- At least 50% of the chapter is involved in registered a student organization outside of Pi Kappa Phi
 - BONUS POINT: At least 75% of the chapter is involved in another registered student organization
- At least one (1) member of the chapter holds a leadership role in a registered student organization outside of Pi Kappa Phi
 - BONUS POINT: At least 10% of the chapter holds a leadership role in another registered student organization
- At least one (1) member of the chapter receives local recognition for his involvement on campus (i.e. receives a campus or community-wide award)
- Recognized at the local level for involvement on campus (i.e. receives a campus or community-wide award)