

**Expectations for Excellence  
2008**

Sigma Psi Zeta Sorority, Inc.  
Iota Charter  
December 1, 2008

**Scholarship**

Individuals own their education; learning is not the property or responsibility of social groups. We approach issues with an open, critical and searching mind and engage others within and outside our organization to promote learning.

We support "real learning," which reflects the shift from memorization to conceptual understanding. Real learning is reached through exploration and information gathering, reflection, discussion, evaluation, and informed decision making. Learning requires time management, engagement with campus resources, and involvement in the larger College community of scholars.

**Standard**

**1. We demonstrate that we respect the educational goals of each individual.**

*Examples: programs which address individual members' interests, monitoring and modifying fraternity/sorority time commitments which prohibit interference with academic pursuits.*

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- Our sistership will continue to use our national listserve and inform our sisters of educational and career opportunities available outside the university.
- We will also continue to compile every member's academic and extracurricular schedule every semester to make sure that meetings and events are planned so as to minimize time/commitment conflicts.
- With the recent implementation of our new position, the Alumni Relations Chair, we will be able to focus on improving and building up the position; our alumane will be able to act as an outside resource for career and educational opportunities for active sisters . As with any new plan or position, it will take time and work to streamline everything so that we have the position and the responsibilities associated with it clearly stated in our protocol and by laws.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- We continued to use the national list serve to send out notifications of opportunities within the career and internship field. These opportunities are on a global level and sisters nationwide can use this as a source of information. On a local level, we continued to use the sorority's compiled academic schedule to make sure there were no conflict between members' academic and extracurricular activities.
- Furthermore, we have created three new positions this year. This includes the Alumni Relations Chair and two Academic Chairs. With the implementation of the Alumni Relations Chair, it has allowed us to improve our networking with our alumnae. Because of this new chair, they are able to give us advice, financial support and opportunities that correlate with our academic experiences and interests. In addition, the newly created Academic Chair has compiled a resource reference of all the classes sisters have taken and have excelled in. This list allows sisters to consult each other for advice, tutoring, and study guides in the classes of interest to support and emphasize academic achievement as individuals and as an organization.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

## 2008 Expectations for Excellence

- We plan to continue to use our national list serve to send out job and internship opportunities that sisters can take advantage of in order to continue their educational and career advancements.
- Within our charter, we will continue to utilize schedules and calendar applications to keep track of sisters' academic and extracurricular activities. When planning events and meetings we will refer to this information as to avoid conflicts.
- We plan to expand the current responsibilities of Alumni Relations Chair and the Academic Chairs. The Alumni Relations Chair will work with the Academic Chairs to set up a scholarship fund with donations from the alumnae to encourage excellence in academic achievements.
- In addition, we will strive to not only meet our sorority's national minimum GPA requirement of 2.6, but also officially establish a local GPA requirement of 3.0 for active sisters at the University.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

#### **2. We support real learning through advocacy of and sponsorship with College programs and offices.**

*Examples: Writing Fellows, workshop leaders, Learning Assistance Services, the College Center for Academic Support, the Career Center, teaching assistants.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- The sorority has supported, and will continue to support, the use of the many academic resources provided on campus, whether it be seeing a writing fellow for advice on an essay or an LAS review session for help before an exam. We also encourage sisters to partake in academic leadership roles, such as becoming a teaching assistant, workshop leader, writing fellow, research assistant, and/or student advisor at the Career Center.
- As we continue to grow, we have decided that it would be helpful to our newer members to hold information sessions regarding what academic resources we have on campus. Establishing an academic chair to organize and promote educational resources available on campus and within our sorority, as well as monitor each sister's academic process, would prove most useful. We are looking into opportunities with the career center to hold a workshop focused on internships/career opportunities with organizations dealing with Asian-American awareness such as the Organization of Chinese Americans (OCA).

### Did you achieve your plan?

#### **How did you achieve your plan? Note any changes and reasons.**

- The sorority has continued to utilize and support the many academic resources that are offered by the University. Many members of our organization are active participants in the academic community in the form of teaching assistants, LAS and OMSA tutors, research assistants and lab technicians in various departments. We encourage our members to apply for honor societies such as the Golden Key Honor Society and the Order of Omega.
- Academic chairs implemented group study sessions according to sisters' schedules to promote good

## 2008 Expectations for Excellence

studying habits and time management skills. Academic chairs also encouraged sisters to attend educational workshops such as resume building with the career center. At the start of the semester, the academic chairs prepared packets which every sister received, comprised of all the available academic offices and services offered by the University.

- We also worked to educate not only our members but the College community of the importance of political issues and the 2008 Presidential Election. Through our APIA Vote registration drive, we actively participated in the election effort by encouraging the College community to register to vote, while also specifically encouraging Asian-American students to register.

### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

- For this upcoming year, we plan to work in collaboration with the Center for Academic Support and organize and plan a four-year academic schedule for our members. The purpose of this is to provide sisters with a general layout of their college careers to encourage the pursuit of their academic goals and interests without losing sight of it. We will also utilize the Career Center by having a mandatory resume workshop to reinforce the importance of summer internships, post graduation career employment and co-ops so our members will be prepared to organize and execute their goals.

- We will continue to support and encourage our members to partake in academic leadership roles, such as becoming teaching assistants, workshop leaders, writing fellows, Freshmen fellows, research assistants, and/or student advisor at the Career Center.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

## Standard

### 3. We promote the development of educational opportunities that include the broader campus community and our members.

*Examples: discussions on academic topics of interest, workshops on applying for internships and fellowships, programs preparing for graduate and medical school.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- Although we have not yet had time to establish a tie with the career center due to our small size, we continue to make plans to work with on finding career and internship opportunities that focus on Asian-American awareness.

- We plan to contact other Asian cultural groups on campus, such as CSA, KASA, FASA, for their support in holding a seminar/workshop about overcoming Asian stereotypes at the workplace.

### Did you achieve your plan?

**How did you achieve your plan? Note any changes and reasons.**

2008 Expectations for Excellence

- Sisters have taken advantage of the University's Study Abroad program as a means of experiencing academic interests in countries other than the United States. Sisters have studied in countries such as Australia and Japan. Those who have studied abroad in other countries actively help with the International Fairs held by the Study Aboard office by talking with prospective study abroad applicants.

- In addition, sisters are always encouraged to apply for fellowships, internships, and research opportunities within the educational community. We inform active sisters of various discussions and workshops held by other organizations. This includes attendance at the Charles Drew Pre-Health Society workshop, career fairs, research seminars, and guest lectures.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We will continue to notify sisters of upcoming seminars, workshops and discussion sessions held by different organizations on campus.

- We also plan to co-sponsor with other organizations in providing academic and career workshops as a resource for students on campus.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Community Building and Leadership**

We support the university understanding of community: "The University of Rochester envisions itself as a community that welcomes, encourages, and supports individuals who desire to contribute to and benefit from the institution's missions.... Members of the University's community come from different geographical areas represent differences in ethnicities, religious beliefs, values, and points of view; they may be physically different, have different intellectual interests, or have different abilities. The University not only welcomes such differences in the members of its community but, in fulfilling its own missions and in preparing the leaders of tomorrow's world who will necessarily be operating in an equally wide-ranging environment, it actively seeks to recruit and include them in all aspects of the institution's operations." (<http://www.rochester.edu/diversity/mission.html>)

We build a strong inclusive community through relationships and partnerships with diverse student groups and community organizations, both in The College and beyond campus, in an atmosphere of trust, cooperation, and respect.

**Standard**

**1. Just as we promote the values, history, achievements, efforts, and traditions of our chapter and of the larger fraternity and sorority community, we also respect the values, history, achievements, efforts, and traditions of other organizations.**

*Examples: collaboration with the College's New Member Orientation Program, participation in Meliora Weekend, collaboration and participation with other groups' activities.*

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- This year we have are planning on hosting a Night Market in collaboration with the University for WinterFest. Although it is still in the planning stages, we are very excited in seeing it through. Our sisters are also going to be participating in China Nite this year, and Korea Nite as well.
- We are also looking forward to helping serve food during the Wilson Wednesdays Pan-Asian Event that is occurring in March. Since our Tea Tasting Event was successful last year, we hope to do it again this year with Wake Up In Wilson Day. We are planning on participating in Relay For Life.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- We successfully organized and held a Night Market in collaboration with other groups like Chinese Student's Association, Celtic, International Living Center, S.A.L.S.A. and Yosakoi. We held tables that had activities such as origami folding and fan and lantern painting; we also served various Asian foods and drinks.
- Our sisters have continuously participated in China Nite and Korea Nite. We have also collaborated with the school in participating in the Wilson Wednesday Pan-Asian Event by serving food to students and providing live Chinese music.
- Our sisters also participated in Relay for Life, hoping to raise funds and awareness for cancer within our community.
- Unfortunately we were unable to participate in Wake Up in Wilson Day this year because we had other events to coordinate and attend such as previously stated, the Night Market and China Nite.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

## 2008 Expectations for Excellence

- For the upcoming year, we plan to participate in the Multicultural Greek Council's Greek Week. We hope to familiarize ourselves with other multicultural organizations through bonding events like tunnel painting, movie night and game night.
- We also hope to promote our sorority by socializing with other groups. Our sisters also plan to continue their participation in China Nite and Korea Nite.
- We also plan to keep in contact with the various groups that we have co-sponsored events with such as Domestic Violence Week, APIA vote, Bone Marrow Drive, Be the Change Day, Clothesline Project, and Take Back the Night so that we will be able to hold more events together in the future. We hope by doing this it will strengthen our connections with the campus.
- We would also like to hold a Tea Tasting Event for Wake Up Wilson this year.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

**2. We promote individuals' search for purpose and passion. We acknowledge that our members have multiple identities and interests and support and nurture these identities.**

*Examples: nurturing multiple identities such as being a resident advisor, an athlete, a workshop leader, or the provision of leadership opportunities within our organization for younger members.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- Our plan is to continue in supporting each others interests and hope that this will bring more to our meetings when generating new ideas for events and when in need of other organizations to collaborate in planning our events.

### Did you achieve your plan?

**How did you achieve your plan? Note any changes and reasons.**

- We continued to promote leadership skills by having active sisters be on the MGC executive board. Three of our sisters are currently on the executive board of the Chinese Student's Association and one sister is on the Filipino American Student's Association executive board. Our sisters are also RAs and Teacher Assistants. In the past, current sisters have been D'Lions, President of Women's Club Soccer, Vice-President of Tae Kwon Do and committee members of the Rochester Chinese Christian Campus Fellowship. Because of our numerous connections, we were able to contact other organizations and organize various events for the year.
- Other organizations that sisters have participated in include: CSA, KASA, Messenger Magazine, Campus Times, Intramural Sports, Psych Undergraduate Council, American Institute of Chemical Engineers, Phi Alpha Theta History Honor Society, Rochester Chinese Christian Campus Fellowship, Neuroscience Undergraduate Council, Orchestra, ICLC, research assistants, Golden Honor Key Honor Society. Each of our sisters have held at least one leadership position in our sorority.

### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

## 2008 Expectations for Excellence

- We have nominated two sisters for the Order of Omega Honor Society. We want to continually support sisters who want to obtain leadership positions in other groups outside our sorority such as MGC, CSA, and FASA. We also encourage sisters to apply for TA positions, research assistantships, internships, and other leadership positions by networking with alumnae sisters.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

**3. We provide practice and context. We encourage our leaders to attend training and to participate in hands-on experiences through service and leadership positions in the group and in the greater student community.**

*Examples: participation in the College leadership skills training series, conference attendance, participation in major service days, promotion of individual philanthropies.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- We plan on continuing our support to those members who are actively involved in other organizations and will use that to our benefit when planning events. We also hope to further instill leadership within our members by giving them the freedom to organize events that they are interested in seeing done on campus. Since we are a small organization, there are plenty of opportunities to head a project for the school and organization.

### Did you achieve your plan?

**How did you achieve your plan? Note any changes and reasons.**

- We have achieved community building and leadership through classes involving public speaking, RA training, MSAB conferences, Management Committee meetings for OFSA, Northeastern Regional Rally workshops and National conventions leadership training sessions. We enhanced our leadership skills through our participation in these events.

### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

- We will continue to participate and attend regional and national conventions for Sigma Psi Zeta to promote our philanthropy. We also hope to instill motivation in our members by supporting them in their efforts to lead projects and events. Sisters will continue to hold leadership positions within our society and other organizations on campus. Getting more actively involved in community service and building stronger alliances with other organizations are two of our goals for next year.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

**Standard**

**4. As part of a larger community, we foster the ability of students to work across boundaries by promoting co-sponsorship and planning of programs with diverse groups.**

*Examples: participation/sponsorship of religious or cultural programs, participation in special cultural programs service days or "months," multicultural recruitment strategies.*

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- We hope to improve our relationship with the campus community. We plan to host another Night Market with the University during Winterfest weekend. We also plan to host Tea Tasting event with Wilson Commons Student Activities during Wake Up in Wilson Day. In addition, we plan on continuing co-sponsorship with Omega Phi Beta and Women's Caucus to promote the awareness of domestic violence in the month of October.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- This year, we were able to co-sponsor several events with other campus organizations. We have hosted our annual Wincheng Lin Bone Marrow Drive with Alpha Phi, Sigma Nu, Delta Upsilon, Women's Caucus; APIA vote with Pi Delta Psi, Sigma Beta Rho, ADITI, FASA and Women's Caucus; Domestic Violence with Omega Phi Beta, Sigma Nu, Sigma Beta Rho, Stand-Up Guys, ADITI, CLC and Women's Caucus.

- We also co-sponsored with FASA and CLC for a Halo-Halloween event, promoting the Filipino dessert, halo-halo.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- For next year, we hope to continue our Domestic Violence Awareness Week because we believe women and men should be aware of how domestic violence affects their lives and the lives of their loved ones. We hope to continue our self-defense workshops with the Tae Kwon Do Club and awareness workshops with Stand Up Guys.

- We would like to continue working with other groups in addition to cultural and Greek affiliated organizations, such as CLC and Women's Caucus in hosting various events like Domestic Violence Awareness Week.

- We also hope to host a leadership workshop with groups like the Entrepreneur's Club.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

## 2008 Expectations for Excellence

### Programming

Our programming supports the academic mission of the College by enhancing the sense of community within each student. Programming challenges us to develop skills and competencies and prepares us for success in the greater global society. We promote leadership, responsibility, critical thinking and social competence through conducting and evaluating programs designed to enrich the social, philanthropic, intellectual, and cultural interests of the community.

### Standard

**1. We encourage students' enjoyment and participation in campus and community activities, and we support and revitalize traditions of The College and of the fraternity and sorority community.**

*Examples: attendance at athletic events, cultural group events, fraternity or sorority-sponsored campus events, performing groups, Fashionably Late programs.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- As an Asian-interest based sorority, our involvement in groups and programs promoting Asian culture has remained strong and consistent. This year, we will strive not only to raise awareness of our own cultures, but also to learn more about other minority cultures, specifically strengthening our relationship with the MGC by attending more events. We would also like to increase our attendance at events thrown by organizations under the other Greek councils.
- We also recognize the richness of the programs that exist and events that take place on campus. We have enjoyed going as a group to the "Boar's Head Dinner," and plan to do so this year as well. The musical performances, instrumental and vocal, have also proven to be a favorite activity.

### Did you achieve your plan?

#### How did you achieve your plan? Note any changes and reasons.

- We have achieved and superceded our expectations for last year's plan by co-sponsoring and participating in numerous activities. We had great motivation for being an active Greek organization on campus and every member gave suggestions for events we could work on and give support to. Thus we had many opportunities to be an active on campus.
- As in past years, we encouraged involvement in CSA's China Nite and KASA's Korea Night. Some sisters performed while others came to watch and support.
- We participated in Relay for Life in memory of one of our sisters, Jennifer Chow.
- We planned and organized our very first Winterfest Night Market. Sigma Psi Zeta invited cultural groups to showcase their organization through games, food, and activities. We sold Asian food and had activities such as fan and lantern painting. The purpose of this event was to let students get a feel for the cultural diversity on campus.
- As we planned to do, we attended the Boar's Head Dinner and enjoyed the food, company and musical performances, both instrumental and vocal.
- This year, we have a stronger presence in the Multicultural Greek Council; we have two Representatives and one executive board member.
- We participated in MGC's Greek Week events such as tunnel painting, movie night, game night, and Greek jeopardy.
- We co-sponsored with a variety of groups on campus such as Sigma Nu, Alpha Phi, Delta Upsilon for Bone Marrow Drive.

## 2008 Expectations for Excellence

- We also worked with Sigma Beta Rho, FASA, ADITI, Women's Caucus, and Pi Delta Psi Fraternity for APIA Vote registration drive.
- In addition, for our annual Domestic Violence Awareness Week, we worked with Omega Phi Beta, Community Living Center, Tae Kwon Do Club, Sigma Nu Fraternity, Women's Caucus, ADITI, and an off-campus organization called Stand Up Guys.
- We participated in Be The Change Day, organized by Sigma Beta Rho Fraternity and ADITI.
- We volunteered for Project Bundle Up during which we partnered up with children to shop for winter clothing, sponsored by the Salvation Army at JCPenney.
- We attended the South Asian Expo which is hosted by ADITI, UR Bhangra, and RAAS.
- We participated in Virtue & Vice hosted by CSA, KASA, ADITI, BSU, and SALSA.
- Sisters performed in cultural dances for Rochester Review.
- We co-sponsored with FASA, CLC, CSA for Halo-Halloween which celebrated the Filipino culture by serving a popular Filipino dessert, halo-halo. This event also included live music and classic Halloween games.

### Where do you rank now?

- 5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

- We plan to continue reaching out and supporting other Greek and non-Greek organizations.
- We also want to promote not only the Asian culture but help spread awareness about other minority cultures by continuing our participation in different cultural events.
- As we were able to achieve this year, we would like to further our participation in other non-Greek sponsored activities and events.
- We would also like to continue our future collaborations with other non-cultural based Greek organizations such as Alpha Phi, Sigma Nu, Delta Upsilon, to name a few.
- We hope our sisters will continue being motivated and dedicated to actively participating on campus.

### Where will you Rank?

- 5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

**2. We respect the welfare of others and actively promote safety. We encourage and create safe, comfortable, non-alcoholic events and environments for all students. When alcohol is part of an event, we focus on strategies which enhance safety and reduce harm.**

*Examples: alcohol and drug awareness, risk management, fiscal responsibility, social relationships and date rape, diversity and tolerance, hazing, community building.*

### Where did you rank yourself?

- 5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

2008 Expectations for Excellence

- In the next year, we hope to continue with our dry policy for all rush events.
- In addition, we also plan on enforcing a safe and secure environment for all our parties by having sufficient security and I.D. checks so no underage drinking occurs.
- Finally, we also will continue to enforce a "no drinking" policy for sisters who will table and collect party covers at the entrances of all our parties.

**Did you achieve your plan?  
How did you achieve your plan? Note any changes and reasons.**

- All our rush events followed our dry policy.
- We co-sponsored Halo-Halloween with FASA, CLC, and CSA which was a party that served alcohol with safety restrictions. Identification was checked at the door and bracelets were given to those over 21 to prevent underage drinking.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We plan to host a party during the upcoming spring semester. We plan to enforce strict security restrictions to prevent underage drinking. In addition, we plan to have sisters by the entrance to facilitate guest entry and keep record of the amount of guests that arrive in order to ensure the proper execution of our contract with the vendor.
- We will also continue our dry policy for all rush events as well as during the new member process.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Standard**

**3. We comply with all policies and regulations of the institution and all local, state, and federal laws and ordinances.**

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- Our plan for the upcoming year is to follow through with our original plan to compile all documents regarding the University's policies and regulations.
- In addition, we plan to expand this collection to also include any other documents regarding laws and regulations on the local, state, and federal level that are pertinent to our organization. We will make sure we have the most current, up-to-date information available.

**Did you achieve your plan?  
How did you achieve your plan? Note any changes and reasons.**

2008 Expectations for Excellence

- We were able to compile documents concerning the University's policies and regulations. However, we were not able to expand this to include local, state, and federal level documents pertinent to our organization.
- We held a meeting at the beginning of the school semester to look over and discuss all policy changes made by the University concerning Greek organizations.

**Where do you rank now?**

- 5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We hope to compile all necessary documents concerning local, state, and federal level policies related to Greek organizations.
- We also plan on updating our collection of university policy and regulation changes.

**Where will you Rank?**

- 5 – Very High     4     3 – Average     2     1 – Very Low

### **Non-academic Student Conduct**

We believe in the communal principles of freedom, responsibility, respect, honesty, and fairness. We demonstrate this commitment through educational and systemic approaches to student conduct. We conduct ourselves in accordance with accepted standards of good citizenship, honesty, and propriety, and with high regard for the rights of others.

We are among the most visible groups on campus and realize that each individual member reflects and reflects upon the organization as a whole. Accordingly, we hold to the highest ethical standards in everything we do, and recognize that accountability is transmitted over the course of our history with The College.

#### **Standard**

**1. We have a list of specific conduct expectations, supplementing but not assuming The College's list.**

*Examples: chapter member agreements, honor codes/pledges, new member orientation handbooks.*

#### **Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

#### **Plan for Year**

- We plan to continue honoring the conduct expectations as stated in the protocol and bylaws.
- We hope to have a semesterly review of these documents to ensure all members are aware of their expectations.
- We also want to have an annual review of these documents in which updates and revisions are made if needed.

#### **Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- We continued to adhere to the expectations. The protocol and bylaws have been revised on a semesterly basis to fulfill our needs. To increase accessibility, each document is available online for members to review as needed. New members were also given hard copies after completing the new member process.
- We increased sister punctuality to meetings and events by implementing stricter late fees. They are consistently enforced for all members by the treasurer.

#### **Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

#### **Plan for Upcoming Year**

- We will continue to honor the conduct expectations as stated in the protocol and bylaws. In both the fall and spring semesters, these documents will be reviewed to ensure all members are aware of their expectations. These documents will also be updated and revised annually.

#### **Where will you Rank?**

## 2008 Expectations for Excellence

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

#### **2. We have several mechanisms for educating members about conduct expectations, both proactively and reactively.**

*Examples: new member orientation, general programming, a predetermined list of possible consequences for misconduct, and written material (such as a newsletter).*

#### **Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

#### **Plan for Year**

- We hope to review both the protocol and bylaws on a semesterly basis to ensure all members understand the expectations and responsibilities each member must uphold.
- We also would like to continue standardizing our system of programming and transitioning.
- We will continue to host co-chairs as needed to ensure that new members learn the responsibilities of certain chairs.

#### **Did you achieve your plan?**

#### **How did you achieve your plan? Note any changes and reasons.**

- We were able to achieve our plan for the year. Documents were sent to members electronically every semester to ensure all members understood the expectations and responsibilities expected of them.
- Currently, all chairs consist of one experienced member and one new member to ensure that new members are supported as they embark on their new roles. This setup fosters a mentor-mentee relationship between the two sisters.

#### **Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

#### **Plan for Upcoming Year**

- We will continue to send every member an electronic copy of the protocol and bylaws as this has been effective in improving efficiency in our members.
- All chair positions will continue to have an experienced and new member paired together to ensure that new members will learn the responsibilities of their positions.

#### **Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

**3. We have a system of internal accountability. This supplements the College, and does not usurp jurisdiction. Both informal and formal means of conflict resolution are addressed, and care is given to ensure that such systems are fair and consistent.**

*Examples: standards board, standards officer, written standards process.*

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- Our bylaws state our system of internal accountability. The Vice President serves as a check to all members to make sure that each one is fulfilling their responsibilities. We have a process called lock-in, in which any sister can call an emergency meeting to resolve any conflicts she feels is affecting the sorority.
- Any changes to the bylaws and/or protocol must be voted on by all members. The bylaws also state the process in which executive board and chair positions are chosen as well as to the process that should take place if a member does not fulfill their responsibilities.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- We successfully utilized the lock-in process to address internal conflicts. The Vice President continues to serve as a check to all members to ensure that every member fulfills the responsibilities endowed upon them.
- Late fees were also implemented to ensure punctuality for every member.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We will continue to allow members to anonymously call a lock-in to solve internal conflicts.
- We will establish an email account to which every member has access so they can send an anonymous email to the rest of the organization regarding internal conflicts, criticisms, or other comments.
- We hope to utilize an activity inspired by one of our other sisterhoods called a "Lemon Squeeze" in which sisters anonymously write down three encouraging comments and one criticism about each other as a way to cleanse the sorority of any conflicts, while also encouraging each other to work harder within the sorority.
- We hope this will help resolve emerging conflicts before they have the opportunity to escalate. The Vice President will continue to ensure that members are actively participating and achieving their full potential as a sister.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Standard**

**4. We have an effective means of communication with the administration about conduct-related issues.**

*Examples: establishing regular meetings with various campus offices, creating key leadership positions within the organization, and the development of systems and protocols.*

2008 Expectations for Excellence

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- We will continue scheduling an introduction meeting with the director of the OFSA.
- We will also continue using the OFSA as a great resource in regards to conduct-related issues and continue meeting on a regular basis.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- All new members of the organization were introduced to the director of the OFSA.
- The President continues to meet with the OFSA director semesterly and attends all the Presidents' Meetings.
- The director of the OFSA was also invited to observe our weekly chapter meetings.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We will continue to maintain an open line of communication with the OFSA director and introduce all of our new members to the OFSA director.
- In addition, we will continue to invite the OFSA director to observe our weekly chapter meetings.
- We plan to begin our search for a suitable chapter advocate based on the suggestion of the OFSA director.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

## 2008 Expectations for Excellence

### Organizational Management

We manage our organization responsibly, acknowledging that our current decisions and actions affect the future of our organization over time. To that end, we develop systems and policies that are clear and productive. When making decisions as a group, we do so in a manner that is fair, consistent, value-oriented, and based upon available and verifiable data.

#### Standard

1. We have a list of specific expectations pertaining to each position of authority or responsibility within our organization.

*Examples: chapter member agreements, honor codes/pledges, new member orientation handbooks.*

#### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

#### Plan for Year

- The members of the sorority will continue to review and update the protocol and bylaws every year. Extensive review will be made on an annual basis.
- In addition we will review and explain the protocol and bylaws as our membership increases and members take on new positions semesterly or as needed.
- If any urgent changes need to be made, the suggestion can be raised at any meeting and voting would be conducted the following meeting. For example, this past semester we added an Alumni Relations Chair to improve communications between active members and alumni sisters.

#### Did you achieve your plan?

#### How did you achieve your plan? Note any changes and reasons.

- Our Alumni Relations Chair officially became a position, and was added onto our protocol and bylaws. With this new position we have also created a monthly newsletter to keep our alumnae updated with the events and activities that we have participated in, as well as what we are doing as future events. We have received great feedback from the alumnae about the newsletter and plan to add it as one of the main duties of the Alumni Relations Chair. The Alumni Relations Chair is also responsible for planning our annual Alumni Weekend.
- To help our new members familiarize themselves with our charter's protocols and bylaws, we held a meeting to go over each of the positions' duties and responsibilities. During the spring semester of 2008, we reviewed and updated the protocols and bylaws.
- We have also created three new chair positions to increase efficiency within the sorority. An Academic Chairs was installed to ensure that sisters kept up with the academic standards set by the University and our national executive board. An Expectations for Excellence Chair was also created to compile the annual reports, and prepare the Spring presentation. We have also added a Chapter Status Chair to organize our efforts to attain Chapter Status within our sorority. As of now we are only a Charter school and we would like to be recognized as a Chapter.

#### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

#### Plan for Upcoming Year

## 2008 Expectations for Excellence

- For the upcoming year we would like to officialize the new chair positions (Academic chair, Expectations for Excellence chair and Chapter Status chair) and incorporate them into our protocol and bylaws.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

### Standard

**2. We have clear and fair guidelines for decision-making, and involve our members as much as necessary when making decisions that will have an impact upon the group as a whole.**

*Examples: rules of order for chapter meetings, election rules, or guidelines for resolving conflicts between and among members.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- We will implement a shared online calendar accessible to all members to better organize events and meetings. This calendar will be updated after every Chapter meeting or as needed by the secretary. It will help sorority organization and allow for better long-term planning, communication, and coordination.
- We will continue to involve our members as much as possible during our decision making and continue to value all sister input and use our ideas and opinions to better improve our sorority dynamic.

### Did you achieve your plan?

**How did you achieve your plan? Note any changes and reasons.**

- All sisters have an online calendar that is available to everyone. Although we encountered a few technical difficulties, it is now successfully running. All events are posted online in advanced if the dates are known, and reminders are sent out before the actual event.
- For all events planned or attended by our members, a 3/4 majority vote is required for all decisions made. Each sister is allowed and encouraged to voice their opinions before the voting takes place.

### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

- We hope to get the online calendars ready and compiled earlier for the new semester. We hope to overcome the technical difficulties that we encountered in the previous year.
- For the upcoming year, in order to ensure strong sister participation with events and attendance, we want to implement a new system. If a sister is not able to attend an event, she is required to inform the executive board members 24 hours in advance and the executive board will vote on whether the excuse is valid. We would like to add these new rules to our protocol.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low

2008 Expectations for Excellence

**Standard**

**3. We ensure that all important decisions, events, administrative tasks, and transactions are handled and/or recorded in timely, accurate, and efficient ways.**

*Examples: rosters and potential new member lists filed with the Office of Fraternity and Sorority Affairs, reports from programming and philanthropic efforts, financial materials, annual reports.*

**Where did you rank yourself?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Year**

- At the beginning of the semester, we will designate an alternate secretary to take minutes in case the elected secretary is absent for any reason.
- We will continue to compile an extensive agenda for our weekly meetings and continue to keep our meetings organized and timely.
- We hope to implement a "sisters only" page on our charter website so that minutes and important documents can be easily accessed by sisters electronically.

**Did you achieve your plan?**

**How did you achieve your plan? Note any changes and reasons.**

- If the current elected secretary is absent from a meeting, the vice president assumes her role and takes minutes.
- An agenda is set by the president before each meeting, and all positions must email updates to the president beforehand. The president makes sure that the agenda is followed during the meeting to ensure maximum efficiency and productivity.
- We were unable to implement a sisters only page on our charter website due to confidentiality concerns. Instead meeting minutes and important documents are sent to sisters using our listserve.

**Where do you rank now?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Plan for Upcoming Year**

- We will continue to follow a detailed agenda during our chapter meetings to maximize efficiency and to ensure that we discuss all updates and ideas for upcoming events.
- For the upcoming year, we hope to continuously update our Service and Philanthropy Record, and incorporate it as one of the duties of the community service and philanthropy chair.
- We also hope to improve communication between our charter and our national organization.

**Where will you Rank?**

5 – Very High     4     3 – Average     2     1 – Very Low

**Standard**

**4. We provide and promote training to develop management competencies in our members.**

*Examples: participation in the College's leadership development series, regular meetings with the Director of Fraternity and Sorority Affairs, various conference opportunities, attendance and participation in College management and budget training*

## 2008 Expectations for Excellence

*meetings, manuals or guidebooks.*

### Where did you rank yourself?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Year

- We will try to incorporate more organizational building activities into the new member process.
- All new members will hold positions with a more experienced member serving as a mentor to the duties of the position. Each new member will also receive a copy of the bylaws and protocol with the clearly defined objectives. Co-chairs are also instituted to delegate responsibilities and provide an opportunity to learn from each other.
- Annual national conferences will hold which include workshops that help members develop leadership skills.
- We will also meet with Monica Miranda Smalls, the Director of Fraternity and Sorority Affairs, on a regular basis to update her and ask her for advice regarding our events.
- During the course of this semester, we will institute a program where each new member is more actively involved and familiarized with her position.

### Did you achieve your plan?

#### How did you achieve your plan? Note any changes and reasons.

- We were able to incorporate co-chairs in the elections to provide training for the new members.
- The president set up a meeting with Monica Smalls to discuss future plans of the sorority and she was invited to sit in on our charter meeting. Because of this meeting, we were introduced to the idea of having a chapter advocate for our charter.

### Where do you rank now?

5 – Very High     4     3 – Average     2     1 – Very Low

### Plan for Upcoming Year

- We hope to continue strengthening our relationship with the OFSA by having meetings with Monica Smalls on a regular basis and inviting her to weekly chapter meetings. This enables new members to ask questions that pertain to Greek policies on campus.
- We plan to find a chapter advocate for our charter. This will increase our presence on our campus because our advocate will help us to spread our name.

### Where will you Rank?

5 – Very High     4     3 – Average     2     1 – Very Low