



**Phi Kappa Psi Fraternity/Sorority Annual
Evaluation Process
Gettysburg College**

Updated 2016

Academic Achievement and Intellectual Engagement				
Criteria	5 pts	10 pts	15 pts	Bonus Points (1-5)
Academic Support Plan Points: 12.5	Pieces of the scholarship plan are submitted as part of the evaluation process	There is a full plan in place approved during current calendar year by Academic Advising	The chapter demonstrates that the full plan is being implemented within the chapter	Option A: Plan approved within the first month of the spring semester. Option B: Members below a 2.50 GPA have a demonstrated increase in GPA
Academic Events Points: 0	Attend 2 events per year with 60% of the members present	Co-sponsor 2 events per year w/60% of members present	Co-sponsor 2 events per year: 1. w/ 60% of members present 2. open to the campus w/ 60% members present	Innovation in creating the event; campus participation
Faculty Advisor Points: 5	Chapter has a faculty advisor	Chapter meets with the faculty advisor at least 3 times each semester (1 full chapter, 2 officers)	The chapter and faculty advisor report regular engagement	N/A
GPA <i>OSAGL Provided</i> S: 3.29 F: 3.05 Points: 10	Chapter GPA is within 0.1 of the All-Men's/All-Women's GPA each semester	Chapter GPA meets or exceeds the All-Men's/Women's GPA each semester	Chapter GPA is at least 0.1 above the All-Men's/Women's GPA each semester	Option A: 0.1 increase in fall compared to spring Option B: highest fraternity/sorority GPA
Member Leadership Development Points: 7.5	Chapter describes how they utilized lessons from other involvement to influence chapter leadership	Chapter hosts 2 leadership workshops per year with 60% of members present	Creation of a 3-year membership development plan that is implemented	10% of members complete the leadership certificate program
Career Planning & Networking Points: 0	Engaging with Center for Career Development 1 program per year with 60% of members present; have a student serve as a liaison	Have 75% of members utilize Career Development in an individual capacity	Work with alums or parents on an event for chapter with Career Development assistance or attend open networking events on campus	N/A
Chapter Officer Trainings Points: 0	Attendance at all GL sponsored retreats & trainings & HQ convention	Utilize HQ resources for transition workshop 1 per year	Organize a collaborative conversation with other chapters on or off campus	Attendance at other leadership institutes (UIFI, NGLA, etc.)

Member Recruitment and Retention				
Chapters found responsible for hazing by HQ or College will automatically receive an Unacceptable for this section. Chapters charged with hazing will receive no points for the New Member Education Program.				
Criteria	5 pts	10 pts	15 pts	Bonus Points (1-5)
New Member Education Program Points: 10	Submitting program & on-time verified initiation	100% participation in core NME curriculum	Chapter participation in College-sponsored hazing prevention program	N/A
Recruitment Data Points: 10	Submission of a written recruitment plan by Spring Break for the following fall	Not found responsible for recruitment violations	Meet average class size/quota or meet class size from last year	Exceeds average class size/quota or chapter is above total
Retention of Members (throughout new member education) Points: 17.5	90% of enrolled in good standing of all members	95% retention	100% retention	95% 4-year graduation rate for members
Ritual Implementation Points: 15	Verified inter/national ritual for initiation occurred on time	Ongoing trainings about ritual	Utilization of regular ongoing rituals and ceremonies	N/A
Wellness, Health and Safety Program Points: 12.5	60% of chapter members attend 1 program per year	No members have more than 4 points	Members utilize bystander intervention or training or 2nd program 100% attendance (TIPS does not count for bystander)	80% of members have no points
New Member GPA S: 3.397 F: 3.56 Points: 20	Average New Member GPA is no more than 0.1 below the All-Sophomore GPA	Average New Member GPA meets or exceeds the All-Sophomore GPA	Average New Member GPA is at least 0.1 above the All-Sophomore GPA	Option A: 0.1 increase from previous fall Option B: highest fraternity/sorority new member GPA

Community Engagement				
Criteria	5 pts	10 pts	15 pts	Bonus Points (1-5)
Alumni Relations Points: 5	Communications sent twice per year to alumni	Hosting registered gathering for alumni on Homecoming or Reunion weekend or have 60% chapter attend an open alumni event	Hosting registered gathering for alumni other than Homecoming or Reunion weekend	Option 1: Host educational/career event utilizing alumni Option 2: Participate in Founders Day activities
Public Relations Points: 10	Maintaining positive, current online presence for chapter members and organization	2 articles per year in more than one source	Positive organizational featured media coverage	N/A
Community Service Points: 5	3 hours of service per year (every member)	6 hours of service per year (every member)	Participating in a semester-long service program	N/A
Philanthropy Points: 10	Host or co-sponsor 1 event per year	Host or co-sponsor an event and educate on the supported cause	Event, education & college support and/or sr. class gift committee	Option 1: Positive unsolicited media coverage Option 2: Non-HQ or Greek Awards recognition
Parent Relations Points: 5	1 communication to parents	Multiple communications with parents	Host educational event involving parents	N/A
Campus Engagement Points: 15	Between 85%-90% of chapter membership is involved in at least 1 campus organization outside of the Greek community each semester. (IM Sports included)	Between 91%-95% of chapter membership is involved in at least 1 campus organization outside of the Greek community each semester. (IM sports excluded)	Between 96-100% of chapter membership is involved in at least 1 campus organization outside of the Greek community each semester.	Verified 3 – 5 members participate in a CPS Dialogue group or co-sponsor a dialogue with CPS
Citizenship/Social Justice Program Points: 5	Not responsible for any bias incidents and attend 1 program per year w/60% of members present	Co-sponsor a discussion with a social justice dialogue group or community agency with 60% of members present	Host a service event with a social justice campus group or community agency with 60% of members present	N/A
Inter-Greek Relations Points: 15	60% of members attend Greek community wide alcohol-free event	Co-sponsor an alcohol free event with 60% of members attending (see clarifying notes)	60% of members attend or chapter sponsors 3 or more alcohol-free Greek events	Sponsor an alcohol-free event with a same-gendered Greek organization

Organizational Management				
Criteria	5 pts	10 pts	15 pts	Bonus Points (1-5)
Risk Management Points: 7.5	Social event management plan and/or Crisis Management plan submitted prior to first social event	Utilize social event management plan and/or Crisis management plan (based on pre/post, conduct)	Host educational event(s) with 60% of members present on Risk Management (can be internal)	Have no reports of underage consumption, common source, or medical distress coming from the chapter
Judicial Record (Organizational and Membership) Points: 15	Chapter members are not involved with any major judicial incidents	No repeating conduct incidents for the chapter	No conduct incidents for the chapter	60% of members attend a violence prevention or full Green Dot training
Insurance Obligations Fulfilled Points: 5	Insurance certificate on file with the College including College listed as additionally insured and waiver signed prior to first social event	All insurance reduction education sessions completed	N/A	Host an external speaker or community-wide educational event about liability
Governing Documents (Bylaws and Constitution) Points: 15	Bylaws and constitution submitted annually in the spring semester	Bylaws updated and chapter can discuss purpose behind any changes	Chapter has demonstrated use of their local governing documents	Option 1: Bylaws and constitution submitted in first 30 days. 2: review conducted by someone outside of organization
Awards Points: 7.5	Chapter applies for 1 award through headquarters or submitted HQ recognition materials, Gettysburg College or other entity	Chapter applies for more than 1 award through headquarters, Gettysburg College or other entity	Chapter applied for award and received the award	Chapter or member wins non-Greek specific award
Facility Management Points: 10	No major life safety violations	No life safety violations in any personal rooms or common areas	N/A	N/A
Organizational Structure Points: 15	Chapter officer positions filled and roster submitted within 30 days	Demonstrated use of a chapter committee structure	60% of juniors and seniors serve on a committee	N/A
Financial Management Points: 10	Create budget and submit budget and chapter fees	Demonstrate chapter use of the budget	Participate in financial management training	N/A

Academic Achievement and Intellectual Engagement Rating	
Gettysburg Great	90-125
Above Average	65-89
Satisfactory	35-64
Underachieving	20-34
Unacceptable	0-19
Points Earned by Chapter: 35	

Member Recruitment and Retention	
Gettysburg Great	80-105
Above Average	55-79
Satisfactory	30-54
Underachieving	15-29
Unacceptable	0-14
Points Earned by Chapter: 85	

Community Engagement	
Gettysburg Great	100-135
Above Average	75-99
Satisfactory	40-74
Underachieving	25-39
Unacceptable	0-24
Points Earned by Chapter: 70	

Organizational Management	
Gettysburg Great	100-135
Above Average	75-99
Satisfactory	40-74
Underachieving	25-39
Unacceptable	0-24
Points Earned by Chapter: 85	

Overall Rating Scale	
Gettysburg Great	370-500
Above Average	260-380
Satisfactory	140-270
Underachieving	85-160
Unacceptable	0-100
Points Earned by Chapter: 275	

Phi Kappa Psi Evaluation Summary

The remainder of the evaluation report is feedback from the evaluation committee based on both the written materials and oral presentation for the 2016 calendar year. The notes included in the remainder of this report contain direct feedback from the 8 panelists serving on the committee for Phi Kappa Psi. These notes include best practices, identify areas for growth, and should be utilized by the incoming executive board as they develop their strategic plan for 2017.

Academic Achievement

- The chapter has an academic support plan submitted and approved by OSAGL and academic advising. Very basic plan; definite area of improvement for next year. The committee would have liked to hear more about this mentor program for members that fall below 2.65 requirement.
- The chapter provided extremely weak evidence that they attended any academic events this year. In the future I would suggest the chapter work with professors and other organizations in this area. Also, tracking attendance at the time of the event would be much easier than trying to remember who was there months later.
- The chapter recently found a Faculty Advisor. Since they were so new to having this person they were not able to set up any regular meeting times. This will be an area of focus for next year.
- The chapter holds their members to high academic standards and they were very successful in this area in the spring. However, this fall they saw almost a .2 drop in GPA.
- The chapter provided some evidence of this in their presentation and they did have 10% of their members complete a leadership certificate program. Moving forward the chapter should work to use each of their member's outside experiences to their advantage.
- Career planning and networking is seriously lacking. Missed opportunity by not having a student liaison with career services. Had they met that requirement they could have seen at least 10 points here.
- Officer trainings is lacking. Not much done past what headquarters provided them in regards to trainings, and even then, the full effort is not there. Chapter also missed points here because they didn't attend the GL retreat with OSAGL in fall.

Member Recruitment and Retention

- The chapter submitted a new member plan on time to OSAGL and had 100% completion of the core curriculum. They did not have participation in a campus sponsored hazing prevention program.
- The chapter did submit a written recruitment plan and was not found responsible for any recruitment violations. With that being said, this should be an area of extreme focus moving into the new year. That chapter continues to struggle with recruiting the number they need to charter.
- Although the chapter has small new member class's they do retain 100% of the men through the educational process.
- The chapter participates in as many aspects of ritual as possible for an associate group of Phi Kappa Psi. They also utilize their historic lodge on campus for such occasions.
- That chapter attended a fire safety event this year and 80% of their members have no points.

- The chapter shows great strength in recruiting high academic achieving members as evident in their new member GPA.

Community Engagement

- The chapter could work to increase their alumni relations. They send out the standard communications twice a year, but still struggle to engage their alumni on a greater scale. They did make some significant strides this fall by recruiting a new younger alumni from Cornell to help them with their recruitment efforts.
- The chapter maintains basic social media outlets but should work to increase their presence online.
- The committee did have some initial concerns with the first document submitted for service hours as there were clearly a few typos. After Thanksgiving the chapter had an additional service event and re-submitted the document that clearly showed each member having a minimum of 3 hours.
- The chapter co-hosted a philanthropy event with Tri Sigma this October where they saw good attendance. They also worked with CAB to provide food/beverages after they event. The chapter should continue to work with other groups to co-host events as they have a much great impact than when they work on their own.
- The chapter sends out letters to all the men who accept bids. This fall was the first time the chapter elected to send out this type of letter and they plan to continue this practice into next year.
- The chapter has nearly 100% engagement in outside organizations on campus and had clear evidence to show this.
- The chapter was not found responsible for any bias incidents this year and attended an LGBTQA program with more than 60% members in attendance.
- The chapter had good attendance at the major community wide events. In particular, they showed in great numbers to greek week in the spring and fall semesters.

Organizational Management

- The chapter's risk management plan could be utilized more effectively. While the chapter doesn't host social events due to not having a facility on campus they could structure their policy to reflect the types of events they do engage in. For example, off campus travel, third party vendor events, etc. Not having a facility is not an excuse for a minimally effective plan/utilization.
- The chapter excels when it comes to not being involved in any major judicial incidents on campus.
- The chapter fulfilled all of their insurance obligations. They should work with their LC or alumni to host an educational sessions so that this can be a clean sweep for them.
- The chapter has solid governing documents for an organization that is still at an associate level. As they work towards chartering, they should review these documents and adjust as needed.
- The chapter has been working in this area to regularly submit for awards. This was a big push facilitated by their LC this fall semester as they do have awards specific to associate groups.
- The chapter had no major life safety violations this year.

- The chapter has significant involvement from their entire membership in areas of leadership and committees. As they work towards growing and chartering, they should re-evaluate this structure.
- The chapter has a working budget that is submitted to every member. They did not attend the IFC financial management workshop, which was a missed opportunity for them this year.

Overall Comments:

Generally speaking, Phi Kappa Psi is moving the right direction. They have made some great strides this fall semester and the committee hopes to see them to continue to build upon what they have started. What was slightly disappointing was hearing the chapter use the fact that they are non-residential and an associate group as an excuse for certain criteria not being met. While the committee is sympathetic to the struggles they outline, it would have been better if they focused on what they were able to accomplish.

Looking forward to next year the chapter should focus on career planning and networking, officer trainings, alumni relations, and risk management. These were some key areas of missed opportunities this year for the chapter.

Overall, this was one of the more professional presentations the chapter has given for the evaluation process. With some effort put into continually collecting materials and submitting them to the dropbox, next year should be far less stressful.