

FARMHOUSE FRATERNITY

Individual Award of Excellence For the 2006 Calendar Year

FACILITATOR



This program is designed to set minimum standards for membership in FarmHouse and recognize individuals who are excelling at meeting the standards and expectations set forth by the local chapter and International Fraternity. The award is based upon objective criteria.

It is possible for each chapter member to receive the top award. The award is not a competition between members, but a means of recognizing contributions to the chapter and setting expectations for each member to uphold.

This facilitator version contains the # of points each section and blank is worth. Members should put that # in the gray boxes of their forms and add up the total at the end.

Also, if the chapter did not do certain events, it is a missed point for the individual. However, if someone has not been an officer or a big brother, those points are considered N/A and are subtracted from the end.

To figure scores, add the total together and divide by (100 – total N/A). So if there are 2 points that are not applicable to a member, he divides his total by 98.

FARMHOUSE FRATERNITY
 INDIVIDUAL CHAPTER AWARD OF EXCELLENCE
 2006

All individuals are required to complete this evaluation form for the past 12 months. Complete the evaluation by checking the criteria met during the period August 2004 - August 2005. Please provide supporting material as requested.

Submitted by _____

1. New Membership Recruitment (10 points)

_____ Provided at least 3 names of legitimate prospective members to the chapter recruitment team and helped contact/follow up with individuals. (3 points)
 Prospect: _____ Results (pledged, initiated, still considering, etc.) _____
 Prospect: _____ Results (pledged, initiated, still considering, etc.) _____
 Prospect: _____ Results (pledged, initiated, still considering, etc.) _____

Attended and actively participated in each of the chapter's formal and informal recruitment events throughout the year. (3 points)

# of Spring recruitment events	_____	# attended	_____
# of Summer recruitment events	_____	# attended	_____
# of Fall recruitment events	_____	# attended	_____

Participated in 100 percent – 3 points
 Participated in 80-99 percent – 2 points
 Participated in 70-79 percent – 1 point
 Participated in less than 70 percent – 0 points

_____ Actively involved with assisting recruitment team by making calls to prospective recruits, helping prepare envelopes and mailings, making personal visits to recruits at their parents' homes or dorm rooms. (3 points)
 Please list efforts _____

_____ Participated in chapter recruitment workshop prior to the chapter's concentrated recruitment period. (1 point)

2. New Member Education (3 points)

_____ If Big Brother, shared weekly outing/study session/activity together with your Little Brother. (1 point)

_____ Participated in 100 percent of the new member education activities that the full chapter is to attend (initiations, pledging ceremonies, etc.) (1 point)

_____ Met 1-on-1 with each of the members of the pledge class during their pledging term. (1 point)

3. Total Membership Education (3 points)

_____ Participated in chapter educational program on social issues (Rape Awareness, Hazing, AIDS, racial sensitivity, etc.) during calendar year. (1 point)
Program: _____

_____ Participated in chapter educational program on personal improvement issues (diversity, study skills, time management, etiquette, confrontation skills, Marriage & Relationships). (1 point)
Program: _____

_____ Participated in chapter program on career networking/development (mock job interviews, resume preparation, business etiquette/interviewing, etc.) (1 point)
Program: _____

4. Alumni Relations (5 points)

_____ Assisted with the mailing, stuffing of the alumni newsletter and/or helped by providing articles, content, design. (1 point)

_____ Participated in chapter alumni event (besides Association Meetings) each academic term. (2 points)

1. Event: _____

2. Event: _____

_____ Actively participated in alumni mentor program – making contact with alumni mentor at least 2 times per year (advice for clubs/organizations to get involved with, review of resume, help with summer jobs, internships, graduate school, full-time jobs, etc.) (2 points)

Name of Alumni Mentor _____

Topic/discussion from 1st Contact of Year _____

Topic/discussion from 2nd Contact of Year _____

5. Financial Management (6 points)

Paid all fees/dues/house bills on time (3 points)
_____ Fees/dues/house bills paid on time 100 percent of time – 3 points
_____ Late on 1 house bills/fees/dues – 1 points
_____ Late on more than 1 house bill/fees/dues – 0 points

Delinquent Accounts with the chapter (3 points)
_____ \$0 currently owed to the chapter – 3 points
_____ \$1-99 currently owed to the chapter (with plan to pay with interest) – 2 points
_____ \$100-499 currently owed to the chapter (with plan to pay with interest) – 1 point
_____ More than \$500 currently owed to the chapter or owe money with no plan to pay – 0 points

6. Campus Involvement (6 points)

_____ Participated in at least three other clubs or student organizations besides FarmHouse. (3 points)
Organization _____
Organization _____
Organization _____

_____ Serve on the Exec Committee (officer) of at least one of the above organizations. (1 point)

_____ Participated in Chapter’s Greek Week activities. (1 point)

_____ Participated in Chapter’s Homecoming activities. (1 point).

7. Community Service (6 points)

_____ Participated in at least two chapter community service projects for the year, with one involving another student organization (fraternity/sorority/club/etc.). (2 points - 1 point per event)

1. Project: _____

2. Project: _____

_____ Participated in the FarmHouse International Promise of Service Week (providing at least one hour of community service the week of April 15th) (1 point)

_____ Completed at least 10 hours of community service during the 12 months. (2 points)

List activities

List hours

_____ Participated in at least one sorority or other fraternity's philanthropy event. (1 point)

Activity: _____

_____ Participated/helped organize chapter's own philanthropy activity (all profits must go to outside charitable organization) (1 bonus point)

Event: _____

8. Risk Management/Discipline (5 points)

_____ No major alcohol policy violations (alcohol in house, property, providing alcohol to minors, etc.), major chapter risk management/disciplinary violations, university conduct/disciplinary violations (2 points)

_____ Attended Risk Management Workshop (for instance - a lawyer speaking about legal liabilities) and Alcohol Awareness Presentation in alternating semesters (alcohol awareness one semester, risk management the other semester, or vice versa). May include on campus presentations or speakers. Programs must be endorsed by association or advisors. (2 points)

Activity/speaker: _____

Activity/speaker: _____

_____ Signed Risk Management & alcohol awareness verification forms sent in to FarmHouse International each semester as required. (FH International Office to award credit based on whether forms have been submitted) (1 point)

9. Intellectual Development & Scholastic Achievement (20 points)

GPA compared to all-men's average on campus for past two semester (10 points)

Fall '06 All-Men's Average GPA	_____	Your Fall Term GPA	_____
Spring '06 All-Men's Average GPA	_____	Your Spring Term GPA	_____
All-Men's year average	_____	Your yearlong avg.	_____

Example to figure

	4.00	Maximum grade attainable
minus (D)	<u>2.86</u>	Undergraduate All-Men's Average for academic year
=	(E) <u>1.14</u>	Campus differential

(C) 3.12 (Individual Average) – (D) 2.86 (All-Men's Average)

_____ (E) 1.14 (Campus differential) = 22.8%

Example member scored 22.8% - scoring 9 points in section

- 40% and above all-men's average (10 plus 2 bonus points)
- 30-39% above all-men's average & higher (10 points)
- 20-29% above all-men's average (9 points)
- 10-19% above all-men's average (8 points)
- .1-9% above all-men's average (7 points)
- 0-9% below all-men's average (6 points)
- 10-19% below all-men's average (5 points)
- 20% or more below all-men's average (0 points)

GPA ranking compared to chapter GPA (5 points) (figure the same way as with all-men's average comparison above)

Fall '06 Chapter GPA	_____	Your Fall Term GPA	_____
Spring '06 Chapter GPA	_____	Your Spring Term GPA	_____
* Chapter Average GPA	_____	* Your average GPA	_____

- More than 10 percent above average chapter GPA (5 points)
- 10 percent or higher above average chapter GPA (4 points)
- Average Chapter GPA to 9 percent above Chapter GPA (3 points)
- 1-10 percent below average chapter GPA (2 points)
- 11-20 percent below average chapter GPA (1 point)
- More than 20 percent below average chapter GPA (0 points)

GPA Trends (5 points)

Fall 2006 GPA _____ **Fall 2006 GPA – Fall 2005 GPA**
Spring 2006 GPA _____ **Fall 2005 GPA** = % Increase/Decrease
Fall 2005 GPA _____

- If 30 percent above all-men’s average for Fall ‘03 (all 5 points, regardless if drop - could also record option below)
- More than a 10% in increase in last 3 semesters (5 points + 1 bonus point)
- 1-9% increase over last 3 semesters (5 points)
- 0-9% decrease in last 3 semesters (4 points)
- 10-19% decrease in last 3 semesters (3 points)
- 20-29% decrease in last 3 semesters (2 points)
- 30% decrease and below (0 points)

10. Spiritual Development (3 points)

_____ Participated in chapter church activity at least once during calendar year. (1 point)

Church: _____

_____ Besides chapter church, chapter meal prayer, and prayer/devotional at chapter meeting, participated in at least two other FH-related activities to build yourself spiritually this year. (2 points)

Activity: _____

Activity: _____

11. Social & Moral Development (3 points)

- Missed _____ all chapter social events/exchanges/mixers/etc. (3 points)
- 0 missed social events – 3 points
- Missed one social event – 2 points
- Missed two social events – 1 point
- Missed three or more social events – 0 points

12. Physical Development (3 points)

_____ Participated in at least 2 intramural athletic activities. (2 points)

Sport: _____

Sport: _____

_____ Participated in chapter sponsored physical development event (besides intramurals). (1 point)

Activity: _____

13. Brotherhood/Chapter Unity (5 points)

Participated in chapter brotherhood events (not including recruitment events, membership education or chapter meetings). Events can range from camping to retreats away from the house to card tournaments to canoe trips to brotherhood nights. (3 points)

Total number of chapter brotherhood events: _____ (Executive Team to provide record of events)

Attended 90-100 percent of events – 3 points

Attended 80-89 percent of events – 2 points

Attended 70-79 percent of events – 1 point

Attended less than 70 percent – 0 points

_____ Took turn of being constructively critiqued within chapter's system or program of regular constructive critiquing of members in place to provide opportunities for self-development. (Example: Pass the gavel, membership review committee, senior critic, active criticisms) (1 point)

_____ Was recognized during period for outstanding brotherhood (Brother of the Week, Tip of the Hat Award, etc.) (1 point)

14. Chapter Management/Executive Leadership (4-8 points)

Attendance at chapter meetings (3 points)

_____ Attended 100 percent of meetings (or had legitimate excused absence for meeting(s) missed) – 3 points

_____ Missed 1 chapter meeting with unexcused absence – 1 point

_____ Missed 2 or more meetings with unexcused absences – 0 points

_____ Participated in each Chapter Retreat this calendar year. A chapter retreat is defined as at least a 4-hour period away from the chapter house used to set goals, plan activities, and build bonds of brotherhood. (1 point)

_____ If chapter officer, completed written end-of-the-term report at the completion of office. (1 point)

_____ If chapter officer, had 1-on-1 meeting with incoming officer at end of term. (1 point)

_____ If officer, participated in Officer Transition Program/Officer Retreat. (1 point)

_____ If officer, attended at least 90 percent of Executive Board meetings weekly prior to each chapter meeting. (1 point)

15. Relationship with International Fraternity (2-3 points)

_____ Attended and participated in the most recent Regional Leadership Conferences. (1 point)

RLC attended: _____

_____ Attended and participated in the most recent FarmHouse Conclave. (1 bonus point)

_____ Cast vote for Doane Award and completed letter of support for a senior brother of chapter this past year. (1 point)

_____ If officer, assisted with completing FH International Award application(s) for my area. (1 point)

16. Relationship with University and Administration (1 point)

_____ Attended mandatory campus-wide speakers or IFC programs that FarmHouse is required to attend. (1 point)

17. Public Relations (3 points)

_____ Attended chapter special "dress meals" (at least 2 per year) with a distinguished guest (administrator, faculty member, community leader, etc.). (2 points)

Attended 90-100 percent (or had legitimate excused absence) – 2 points

Attended 80-89 percent (or had legitimate excused absence) – 1 point

Attended less than 80 percent – 0 points

_____ Worked with chapter secretary or PR chair to ensure that press releases were submitted to your hometown newspapers after you've been elected to key chapter offices, positions on campus, achievements). (1 point)

18. House Clean-up/Maintenance Responsibilities (7 points)

Fulfilled chapter house duty cleaning assignments. (3 points)

_____ Completed 100 percent of duties on time. – 3 points

_____ Missed 1 house duty cleaning assignment. – 2 points

_____ Missed 2 house duty cleaning assignments. – 1 point

_____ Missed more than 2 house duty cleaning assignments – 0 points

Fulfilled kitchen serving/clean-up duties (3 points)

_____ *Completed 100 percent of kitchen duties on time. – 3 points*

_____ *Missed 1 house kitchen assignment. – 2 points*

_____ *Missed 2 house kitchen assignments. – 1 points*

_____ *Missed more than 2 house kitchen assignments – 0 points*

_____ *Participated in 100 percent of all house clean-ups/work days (unless legitimate excuse) (1 point)*

19. Relationship with Advisors/Associations/Parents/Housemothers (4 points)

_____ *Met 1-on-1 at least once during the year with a FarmHouse chapter advisor to discuss academics, involvement on campus, recruitment, career options, etc. (1 point)*

FH Chapter Advisor met with: _____

_____ *Met 1-on-1 at least once during the year with housemother or RA to discuss issues, learn more about one another and role in the chapter. (1 point)*

_____ *Parent(s) attended at least one activity involving parents this calendar year (Parents Weekend, Moms Weekend, Dad's Weekend, Initiation Ceremony, etc.). (1 point)*

Activity: _____

_____ *Invitation sent to parent(s) asking them to attend your formal initiation ceremony. (1 point)*

_____ ***Parent(s) involved in a regularly-meeting FarmHouse Parents' Club, Mom's Club or Dad's Club to assist the chapter with major projects, repairs, fund raising projects, facility improvements, etc. (1 bonus point)***

I verify that the information contained in this evaluation form is accurate.

Chapter Member's Signature

Date