Five Star Chapter Program

Purpose
To improve the management, success, and image of the fraternity and sorority chapters at Millikin University.

Description
The Five Star Chapter Program is a required program by which chapters have the opportunity to apply for "star standing" in five key areas of chapter management: 1) Scholarship, 2) Philanthropy, 3) Campus Involvement, 4) Educational, Social, and Life Safety Programming, and 5) Public Relations. Star standing in each of the areas is based upon a set of pertinent criteria. The intent of this program is to provide a framework by which chapters can measure and document their programming and management, as well as to provide a way by which fraternity and sorority chapters may be evaluated. In each of the five areas, a total of 100 points may be attained through proper documentation and evidence of the criteria within said area. The Star Standings will be determined by point value as follows:

1) Chapters attaining 90-100% of possible points will be awarded "Five Star Chapter Standing"
2) Chapters attaining 70-89% of possible points will be awarded "Four Star Chapter Standing"
3) Chapters attaining 50-69% of possible points will be awarded "Three Star Chapter Standing"
4) Chapters attaining 30-49% of possible points will be awarded "Two Star Chapter Standing"
5) Chapters attaining 10-29% of possible points will be awarded "One Star Chapter Standing"

Implementation
On or before March of each academic year, participating chapters will submit the required documentation. Chapters will be evaluated on a yearly basis and star standings will be announced at the Honors Convocation and the Student Leader Awards Banquet held at the end of spring semester.

- Part 1: December 9th (March 15, 2011 to December 1, 2011)
- Part 2: March 24th (December 2, 2011 to March 15, 2012)

The following incentives have been developed for the program:

1) Chapter Funding Grants: Amount awarded can fund educational or leadership programming.
   - Chapters must provide documentation of expenditures for approval. Grant money may not be used to fund any activity or purchase which may be viewed as inappropriate, to fund activities of a purely social nature, or to fund any activity which includes alcohol.
   - Chapter funding grants will be awarded exclusively to Five Star Chapters.
   - Grant is contingent on funding of the Five Star Grant

2) Correspondence to National Office: Letters of recognition will be sent to national offices of participating chapters.
3) Campus Publicity: Star chapters may promote their standing in publications and media.
4) Awards ceremony: Star chapters will be recognized at the Honors Convocation and Student Leadership Banquet. Plaques and funding grants, if appropriate, will be awarded.

Star standing will be the only publicly disclosed evaluation. A chapter can request the points that were awarded concluding the announcement of recipients at the Honors Convocation.
A. Scholarship

It is of the utmost importance that the fraternity and sorority chapters place a strong emphasis and dedication on the academic success of their individual members and their chapter as a whole. Fraternity and sorority chapters should support the academic mission of Millikin University and provide their members with an environment that is conducive to academic success. The following criteria apply to the scholarship portion of the Five Star Chapter Program:

**100 Total Possible Points**

**Chapter GPA**

Fall and Spring chapter GPA will be averaged to determine total amount of points awarded.

40 points: Chapter semester G.P.A. is above the University's all women's or all-men's average

30 points: Chapter semester G.P.A. is within .10 points of University's all women's or all-men's average

20 points: Chapter semester G.P.A. is within .20 points of University's all women's or all-men's average

10 points: At least 80% of chapter members' semester GPA's are above a 2.5

* The Office of Student Programs will verify chapter's G.P.A.

**Chapter Scholarship Programming/Management**

10 points: Chapter has an appointed or elected scholarship officer who is responsible for monitoring chapter members' academic performance and developing special scholarship programs to meet the needs of individual members and the chapter as a whole. *Please provide written description of officer duties and names of current officers.

15 points: Chapter has established, and has implemented, a chapter scholarship program that includes a statement on chapter standards, resources for chapter members, and an incentive program. *Please provide written documentation of scholarship program and its components. Also include a calendar of activities if applicable.

10 points: Chapter has scheduled and held a mandatory scholarship a program/event for its entire membership

*Please provide documentation of event.

5 points: All members of chapter have signed an academic release form in order to determine scholarship status.

**Interaction with Faculty Advisor**

10 points: Chapter has successfully programmed one event/activity in which the faculty advisor has served as a resource regarding scholarship. *Please provide a written documentation from the faculty advisor.

B. Philanthropy

Throughout their history, fraternity and sorority organizations have placed great importance upon serving others. This dedication is apparent in the work fraternities and sororities engage in with their national philanthropies. Millikin is proud of its students' dedication to serving both the Millikin and outside communities. The following criteria apply to the philanthropy portion of the Five Star Chapter Program:

**100 Total Points Possible**

**Service**

50 points: Chapter has engaged in at least ten hours of service for each active member of the chapter (i.e. chapter active membership 30= 150 hours of service). * Please provide documentation using the "Community Service Spreadsheet" as well as submitting the information online at the designated website.
20 points: Chapter has implemented one program that benefits a charitable organization. 70% of membership must participate in stated event. * Please provide documentation of program and a list of chapter participants.

20 points: Chapter has implemented or participated in one program that benefits the Millikin Community. 70% of membership must participate in stated event * Please provide documentation of program and a list of chapter participants.

**Chapter Management**

10 points: Chapter has appointed or elected a philanthropy/community service officer who serves as a liaison between service opportunities and the chapter and who develops regular service programming for the chapter membership. * Please provide written documentation of officer duties and name of current officer. Also provide a list of scheduled programming if available.

**Examples of Service Events:**
* Fundraisers such as bake sales, t-shirt sales, etc. DO NOT count as service events.
  - Benefit Walk/Run
  - Tournaments (ex: Golf outings, 3 on 3)
  - Agency Sponsored event (ex: Special Olympics, Race for the Cure, etc.)
  - Campus/City Beautification efforts
  - Working at shelters and other local agencies
  - Alternative Spring Break (provided the trip is or a charitable foundation)
  - Guest Lecturers (partnered with an agency and proceeds go to philanthropic or charitable organization)

**Questions to consider when looking at a service event:**
1. Were you involved in the organization, implementation, or managing of the service event?
2. Do all proceeds (if any) go to the philanthropic organization or agency?
3. Does the event require communication with an organization or agency?

**C. Campus Involvement**

The image of a fraternity and sorority chapter is formed greatly by its involvement in campus activities. Co-curricular involvement of chapter members such as participation in campus events, campus leadership positions held, and inter-fraternity/sorority relations are only a few of the ways a chapter may contribute to campus life. The following criteria apply to the campus involvement portion of the Five Star Chapter Program:

**100 total points possible**

**Co-curricular activity involvement**

20 points: At least 70% of the chapter membership is affiliated with campus organizations outside of their chapter and the Fraternity/Sorority system.

20 points: At least 20% of chapter members are involved in para-professional roles such as First Year Experience Mentor or Resident Assistant.

**Campus Program Participation**

3 points/event (max of 5 events or 15 points can be awarded): 70% of chapter membership participates in campus events such as Homecoming, Fall Family Weekend, Greek Week, and Spring Sibs Weekend.* Sign-ins will be available at these events and be sent to the Five Star Program; verification will be made through these documents.
15 points: A minimum of 75% of the chapter’s executive board and a minimum of 40% of the chapter’s general membership attends at least one Leadership Development Workshop, sponsored by a campus department. * Sign-ins will be available at these events and be sent to the Five Star Program liaison two weeks following program; verification will be made through these documents.

15 points: Chapter has appointed the appropriate number of Interfraternity, Panhellenic or Multicultural fraternity/sorority organization delegate(s) to their respective council meeting. Delegate(s) or approved representatives are in attendance at all IFC, Panhellenic, or MGC meetings. * Please provide names of delegates. Respective council Presidents will verify attendance.

15 points: A minimum of 80% of the chapter attends All-fraternity/sorority educational programs/events. * Sign-ins will be available at these events and be sent to the Five Star Program liaison two weeks following program; verification will be made through these documents.

BONUS POINTS

1) 5 points: 80% of chapter’s new members attend Fraternity & Sorority Awareness Program (FSAP).
2) 5 points: Chapter is in good standing with their respective councils.
3) 1 point: (max of 5 points) A member that is not in an executive position that attends a non-mandatory leadership conference beyond Millikin sponsored events (i.e. AFLV, national/regional sponsored conference, etc.) For more information on leadership conferences please contact the Office of Student Programs and set up a meeting with the Director of Student Programs. Please provide for verification (i.e. email confirmation from conference, confirmed attendance registration form, etc.)

D. Educational, Social, and Life Safety Programming

Fraternity/Sorority organizations offer the opportunity for members to gain leadership and personal development skills through programming. Programming in fraternity/sorority organizations spans from social activities to leadership seminars. Each program contributes to the chapter’s success and individual members’ personal growth. The following criteria apply to the educational, social, and life safety programming portion of the Five Star Chapter Program:

100 total points possible

Educational Programming

10 points: The chapter has developed and implemented (or utilized national program) a new member education program which includes leadership training and an emphasis on scholarship, personal growth, standards for conduct, and campus involvement. * Please provide an outline of each new member program/event.

10 points: The chapter has developed a written document stating risk management standards.*Please include written standards.

5 points: The chapter has developed and implemented one alcohol/risk management education program for their entire membership (a minimum of 80% of membership must be present at the program).* Please provide documentation of event and list of chapter participants.

Social Programming

10 points: Chapter maintains good social standing with the University for the entire academic year.

5 points: The chapter has hosted a program in which Millikin faculty and staff members have been invited. * Please provide documentation using the Program Documentation Form and a letter of support from a faculty/staff member.
10 points: Chapter has successfully developed and implemented four or more non-alcoholic social events. * Please provide a brief description of the event and a list of chapter members in attendance.

**Life Safety Programming**

5 points: Chapter provides internal programming efforts on health, injury prevention, fire safety, and or physical wellness. *Please submit documentation using the Program Documentation Form.

5 points: Chapter has undertaken at least one project to improve the Millikin community.

**Diversity and Inclusion Programming**

5 points: Chapters must have 80% of chapter membership attend "Conversations of Race" program
5 points: Chapters must have 80% of chapter membership attend "LGBT Safe Zone" program
5 points: Chapters must send required number of representatives to the Emerging Greek Leadership Retreat
5 points: Chapters must host 1 Diversity & Inclusion program yearly

*Chapter Diversity and Inclusion Chapter Initiative*

5 points: Chapters must have a standing definition of Diversity & Inclusion.
  - May be met by printed definition or chapter policy.

5 points: Chapters must show intentionality of diversity in recruitment practices.
  - May be met by printed chapter and national or international policy.

5 points: Diversity & Inclusion must be present in new member/membership education.
  - May be met by printed membership or new membership educational policy or syllabus.

5 points: Chapters must host a program with a chapter outside of their respective council
  - May be met by printed flyer for event.

**BONUS POINTS**

1) 10 points: Cultural Competency Audit
   Chapter will be given criteria to evaluate the cultural competency of their chapter. Chapters will receive points for the completion of the audit, not their score. At the conclusion of Five Star the Associate Director and someone from CMSA will work with chapters to help them understand their score and how they can improve.

2) 5 points: Chapter has co-sponsored an event with a non-fraternity/sorority campus organization.
   *Please provide documentation of event and letter of support from the co-sponsoring organization.

2) 5 points: Chapter has registered all social events with the Office of Student Programs.

**E. Public Relations**

The image that a Greek organization builds for itself is vital to the chapter's success. Strong relationships with faculty, administration, the Decatur Community, and the student body are crucial in maintaining this positive image. The following criterion applies to the public relations portion of the Five Star Chapter Program:

100 total possible points
25 points: The chapter has an elected or appointed public relations officer who routinely contacts campus and community constituents regarding chapter events and actively publicizes the chapter's opportunities to students at Millikin University. Please provide description of officer duties and name of current officer. Also, please include a copy of chapter publicity showing promotion to the Millikin community, a copy of a Facebook event promoting an event, or email communication demonstrating contact with a campus constituent.

10 points: The chapter has held an open house or informational session, which allows all members of the campus community to become familiar with the chapter and its operations. 
* Please provide documentation.
** Required open houses or informational sessions from respective councils will be considered within the points.

20 points: Chapter advisor attends chapter meetings or executive board meetings monthly. * Please submit a signed letter or e-mail from advisor for verification. If chapter advisor is ineligible to attend chapter meetings due to not being affiliated, please verify with National Headquarters submitting a letter to confirm information.

10 points: Chapter distributes at least two alumni/ae newsletters per year. * Please submit a copy of the correspondence/newsletter.

5 points: Chapter sponsors at least one parent/family event annually. * Please submit program information and list of attendees.

10 points: Chapter has an up-to-date, local website. * Please provide the web address.

20 points: Chapter has won an award from their inter/national headquarters. * Please submit a verification letter from the inter/national headquarters.
Approved Campus Organizations

Please go online for a more up to date approved campus organizations list.

- Allied Health Association
- Alpha Chi Omega
- Alpha Epsilon Delta
- Alpha Lambda Delta
- Alpha Phi Alpha Fraternity Inc.
- Alpha Phi Omega
- Alpha Psi Omega
- Alpha Sigma Lambda
- Alpha Tau Delta
- Alpha Tau Omega
- American Chemical Society
- Amnesty International
- Art Club (Untitled)
- Association for Computing Machinery
- Athletic Sport
- Behavioral Sciences Association
- Best Buddies
- Big Blue Spirit Crew
- Black Student Union
- Break Away
- Chinese Student Association
- Cheerleading
- Collage
- College Republicans
- Collegiate Entrepreneurs Organization
- Decaturian
- Delta Delta Delta
- Delta Sigma Phi
- Delta Sigma Theta Sorority, Inc.
- Dimensions
- Enclave
- Environment Affairs Council
- Film Association of Millikin
- French Club
- GKSN (Global Korean Student Network)
- Homecoming
- Human Service Connection
- Illinois Education Association Student Program
- Intramural team (“Students who are involved with an Intramural sport can only count 1 team as a campus organization”)
- International Student Organization
- Inter-Varsity Christian Fellowship
- Italian Club
- Lambda Pi Eta
- Latin American Student Organization
- Millikin Accounting Association
- Millikin Dance Team
- Millikin Fencing Club
- Millikin Flute Society
- Millikin Interfraternity Council
- Millikin Men’s Club Volleyball
- Millikin PAS Club
- Millikin Scuba Divers
- Millikin Songwriter’s Guild
- Millikin University Concert Committee
- Millikin University Guitar Club
- Millikin University Pagan Student Assoc.
- MilliSTAT
- Minority Report
- Model Illinois Government
- Model United Nations
- Multicultural Student Council
- Multicultural Voices of Praise
- Music & Entertainment Industry Student Association (MEISA)
- Music Educators National Conference
- Musicology Discussion Group
- NAMI on Campus
- National Student Nurses Association
- Newman Catholic Community
- Order of Omega
- Panhellenic Council
- Phi Beta Lambda (Formerly SHRM)
- Phi Kappa Phi
- Phi Mu Alpha Sinfonia
- Physical Graffiti
- Pi Beta Phi
- Pi Mu Epsilon
- Phi Mu Epsilon
- Q and A (Queers and Allies)
- Rotoract
- Senior Class Committee
- Sexual Assault Awareness Council
- Sigma Alpha Epsilon
- Sigma Alpha Iota
- Sigma Delta Pi
- Sigma Lambda Gamma National Sorority, Inc., Millikin Colony
- Sigma Pi Sigma
- Sigma Tau Delta
- Sigma Zeta
- Sister Circle
- Society of Physics Students
Campus Leadership Workshops

Any leadership workshop offered by a campus department or faculty member can qualify as a leadership workshop in the Five Star Program. Workshops must be focused on personal or leadership development.

Examples of Campus Leadership Workshops:
- Workshops sponsored by the Office of Student Success*
- Food for Thought Series sponsored by Center for Multicultural Student Affairs
- Academic department-sponsored symposiums*
  * must provide verification by department on chapter total attendance

Required fraternity/sorority educational programs:
The Office of Student Programs will email the fraternity/sorority calendar for the upcoming semester. Please see below for traditional educational programs/events.

Current fraternity/sorority educational programs:
- Fraternity/Sorority Convocation
- Fraternity/Sorority Forums
- Roundtables
- Emerging Greek Leader Retreat
- MU Greek Retreat
- Fraternity and Sorority Awareness Program (FSAP)

* Greek Week Chairs will determine events
** Faculty member must provide us with verification of attendance through form signed

Approved Para-Professional Roles

- Residence Assistant
- LEAD Ambassadors
- First Year Experience Mentor/Orientation Team
- EDGE Mentor
- Teacher-Assistant
- Unity: Social Justice Advocate Group
- Tutoring within a Department