

**2022**  
**STANDARDS OF**  
**EXCELLENCE**



**SAN JOSÉ STATE UNIVERSITY**

## OPENING STATEMENT

San José State University seeks to recognize and foster relationships with those social/cultural/general-interest fraternities and sororities that contribute positively to the community and to the mission of SJSU. It is required that each fraternity and sorority meet the minimum standards in order to be compliant and in good standing with the University.

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## EXPECTATIONS

The Standards of Excellence review process is considerate of a full calendar year of chapter activity, achievement, and performance. This spans from the 2022 calendar year beginning on **January 1, 2022** and ending on **December 31, 2022**. The following are areas of focus for 2022:

- Communication of Organizational Mission and Values
- Organization Events & Programs
- Membership Engagement, Care, and Support
- Education and Transition of New Members
- Relationship to SJSU Campus Community

All chapters must participate in the following components which include:

- Mandatory Zoom meeting (45 minutes) with a review team comprised of on-campus staff and faculty with the following attendees:
  - a. Chapter President
  - b. 1 Additional Chapter Officer (programming, recruitment, incoming officer)
  - c. 1 General Member (preferably a new member if you have new members)
  - d. 1 Advisor (Can be chapter advisor or on-campus advisor)
  - e. 1 HQ/Regional Support Person (optional)
- Prepare a 45-minute presentation to be facilitated by collegiate members and attended by FSL advisors and campus partners. The presentation will be recorded for archival and future promotional purposes.
  - a. Chapters can schedule time to meet with their Student Involvement Staff Advisor to review the presentation rough draft no later than Friday, November 11, 2022.
  - b. Chapters may edit their PowerPoints/Google Slides to include any other programs/activities that occur after their presentation. A final copy of the presentation must be submitted to [fraternities-sororities@sjsu.edu](mailto:fraternities-sororities@sjsu.edu) by January 2, 2023.

The following is considered to verify each chapter's status with San José State University and Student Involvement and whether the organization will be eligible to apply for re-recognition in late Spring 2023 for the 2023-2024 academic year. Each chapter will receive the following documents and a chapter status update in Spring 2023.

- Standards of Excellence Review Rubric Outlining:

- Notes From Presentation
- Chapter Strengths
- Chapter Opportunities for Growth
- Recommendations
- Resources
- Mandatory Next Steps
- 2022 Performance Letter Outlining:
  - Spring 2022 Chapter Grade Report
  - Fall 2022 Chapter Grade Report
  - Chapter and/or individual attendance at all mandatory Fraternity/Sorority Life 2022 events, programs, and advisement meetings
  - Organization Conduct (if applicable)

## REVIEW TEAM

The SOE Presentation will be reviewed by Student Involvement staff and campus partners. The campus partners include staff or faculty from student success centers, athletics, campus life, academic affairs, etc. These individuals can offer you and your organization the opportunity to learn about campus resources and programs that may assist your chapter to excel in the future. Some of the review team members may be affiliated with fraternities and sororities, and some may not. Consider your audience when preparing your presentation.

## TIMELINE

Date	Event
Monday, February 14, 2022	Student Involvement Staff introduce the 2022 Standards of Excellence process at Inter-Greek (IGC) Meeting.
Friday, October 28, 2022	Due date to sign up for 45-minute mandatory meeting: <a href="https://www.signupgenius.com/go/60B0D4AA4A82DAAF85-standards">https://www.signupgenius.com/go/60B0D4AA4A82DAAF85-standards</a>
Wednesday, November 9, 2022	Last day chapters can <u>schedule</u> a time to meet with their Student Involvement Staff Advisor to review a rough draft of the presentation prior to mandatory meetings.
Tuesday, November 8, 2022 - Friday, November 18, 2022	45-minute mandatory meeting with the review team to share the presentation.
Monday, January 2nd, 2023	Email final presentation to Student Involvement: <a href="mailto:fraternities-sororities@sjsu.edu">fraternities-sororities@sjsu.edu</a>
Monday, February 6, 2023	Student Involvement Staff sends each chapter a performance

	letter based on information shared and records Student Involvement has on file.
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## SUBMISSION PROCESS

- Coordinate with your chapter members and advisors to sign up for a mandatory meeting time: LINK TBD.
- Submit your final presentation: [fraternities-sororities@sjsu.edu](mailto:fraternities-sororities@sjsu.edu)

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## PRESENTATION

The chapter will prepare a 45-minute presentation with an introduction, detailed information about the 5 focus areas, and overall reflection. The presentation should include a slidedeck visual through Google Slides.

- Include media: photos, videos, marketing materials, etc.
- Be specific in sharing events/programs/updates that your chapter accomplished in 2022.

### 1. **INTRODUCTION (No more than 5 minutes)**

- a. Introduce all presenters and roles
- b. Provide a brief overview of your chapter: number of active members, new members, whether you have a housing facility, years chartered at SJSU, type of organization, council, etc.
- c. Include an agenda - who will be covering what, an overview of the presentation, etc.

### 2. **COMMUNICATION OF ORGANIZATIONAL MISSION & VALUES**

For this section, through your presentation, we are looking to better understand how you articulate and promote your organization's mission and values through various communication channels. Consider:

- a. What is the mission/values/principles/pillars/etc. of your organization?
- b. *Social Media Branding & Marketing.*
  - i. What are your current branding and marketing tools? Share and describe them: social media, newsletters, websites, etc.
  - ii. What strategies are used to intentionally promote your organization to non-members and the general public? (i.e., open events and programs, word-of-mouth, tabling, etc.)
  - iii. What story do these tools tell about your organization and the items that are most important to your chapter? Are they representative of your organization's mission and values?
- c. *Recruitment.*
  - i. How did you promote, market, and advertise opportunities to join your organization?

- ii. How did your marketing materials share your mission and values of your organization?

3. **ORGANIZATION EVENTS & PROGRAMS**

For this section, through your presentation, we are looking to better understand how you embody your organization's values through the programs and services you offer to your members and the SJSU community. Consider:

- a. How are individuals and chapter activities in alignment with the mission and values of the organization? What programs/events/services did your chapter host or provide? Please list them by semester and share wins and challenges.
- b. What programs/events or services were open to the SJSU community to learn more about your chapter and the work you do? If none, what are some ideas and/or opportunities for 2023?
- c. How did your chapter support members through scholastic and academic expectations? What resources were provided to assist with learning?

4. **MEMBERSHIP ENGAGEMENT, CARE, AND SUPPORT**

For this section, through your presentation, we are looking to better understand how your organization continuously supports the personal and professional growth and development of individual members. Consider:

- a. How are chapter leaders and members encouraging membership engagement within the organization?
- b. Describe your organization's standards of inclusivity and how you are working to uphold those standards.
- c. Describe how chapter leaders and members provide various forms of support for all members.
- d. What percentage of members take advantage of support resources within the organization/on campus/or in the community.
  - i. To your knowledge, how frequent are these resources utilized by your members?

5. **EDUCATION AND TRANSITION OF NEW MEMBERS**

For this section, through your presentation, we are looking to better understand the effectiveness of your new member education program and how it assists with overall membership retention. Consider:

- a. *Overall Numbers. Include numbers for both Spring 2022 and Fall 2022.*
  - i. If your chapter recruited or completed intake, how many interests/PNMs did you have?
  - ii. How many interests/PNMs were extended an invitation to join your organization?
  - iii. How many potential/new members started the process?
  - iv. How many potential/new members crossed/initiated?

- v. If your chapter did not recruit or complete intake in 2022, explain why. Are there any concerns moving into 2023?
- b. *Potential/New Member Education.*
  - i. Please provide a brief overview of your potential/new member education process. The number of weeks, curriculum, expectations, mandatory events, etc.
  - ii. How were your potential/new members taught the organization's values/principles/mission/pillars?
  - iii. In what ways were they encouraged to engage or embody these?
  - iv. How do you hold new members accountable for upholding the organization's mission and values throughout the process?
- c. *Transition Into Chapter.*
  - i. For those who initiated in Spring 2022, how have they used what they learned from their educational process in the chapter in Fall 2022?
  - ii. What engagement opportunities are available for newly initiated members? How are you encouraging newly initiated members to take advantage of these opportunities?

## 6. **RELATIONSHIP TO SJSU CAMPUS COMMUNITY**

For this section, through your presentation, we are looking to better understand your relationship and interactions of your organization with the wider SJSU/campus community. Consider:

- a. What other involvements are current chapter members a part of? List on-campus jobs, student organizations, community organizations, internships, etc.
- b. What campus and community programs and services did you encourage your members to take advantage of? For members who took advantage of campus and community resources, how has this positively impacted your chapter?
- c. Did the chapter partner with other chapters, organizations, departments, or local groups to complete a project, provide a service, or offer programming? Please share the details of the partnership and your organization's role specifically. If none, identify three organizations or departments that may be good opportunities for 2023.

## 7. **OVERALL REFLECTION**

For this section, through your presentation, we are looking to receive any other information or feedback that will allow us to better understand your chapter operations for 2022 not previously covered.

- a. Did your organization receive any acknowledgements or awards for 2022 that you would like to share with us?
- b. What are some general lessons learned from 2022? What plans does the chapter have for the Spring 2023 semester?

- c. What other feedback do you have for Student Involvement? What does the chapter need from Student Involvement or other campus departments to be successful in 2023?
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