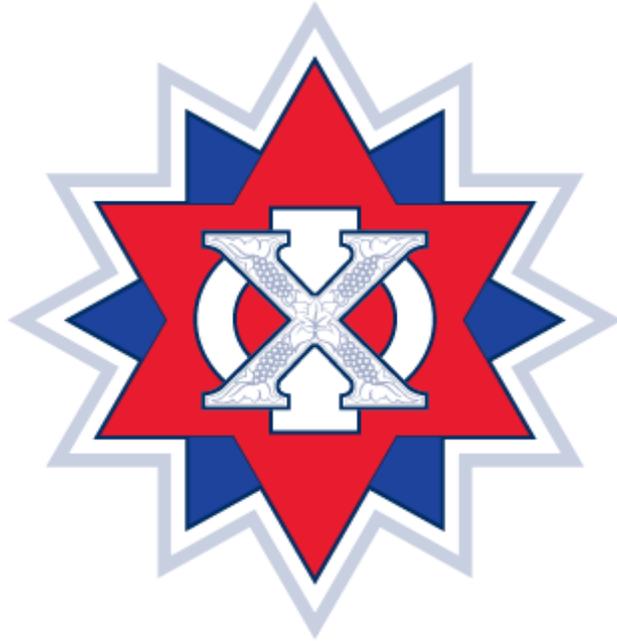


Accreditation
153rd Congressional Committee
Information



Chi Phi Fraternity

Building Better Men *est. December 24, 1824*

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Introduction

The Purpose of this report is to allow members of the Accreditation Committee at the 153rd Congress to review the Accreditation Program, created as per the 145th Congress. In this report, committee members will find a variety of resources, explanations, and findings that are the result of several years of work by alumni volunteers and members of the National Staff. Should the committee find that additional changes are needed, they may make them and the amended program will be put forth to the National Staff and Grand Council. As you will find in Congress Motion 2299 from the 145th Congress, the Accreditation Committee has had six full years of data collection to help guide the fraternity in the next year. With this being highlighted, this information does not require any additional legislation at the 153rd Congress. At the 152nd Congress Motion 11 was passed to make Accreditation submission required once a year in fall for Chapters for accredited Chapters. The duties and responsibilities of the Committee are to focus upon further refining the program and suggestions and feedback for implementation.

Congress Motion 2299

The specific language of motion 2299 from the 145th Congress can be seen below:

“The Committee on Chapter Accreditation having reviewed a memorandum dated July 15, 2010 proposing to establish a Chapter Accreditation Program from the Grand Council’s Standing Committee on Accreditation, hereby moves that Congress authorize the Grand Council to proceed with implementation of a Chapter Accreditation Program in accordance with the standing committee’s memorandum and the Congress committee’s comments thereon, with the proviso that the proposed incentives and developmental mandates therein be subject to review and modification by the Grand Council and its Standing Accreditation Committee during and following an initial trial period.”

Congress Motion 11

The specific language of motion 11 from the 152nd Congress can be seen below:

“We move, that the Accreditation submission be required once a year in the fall, but if a Chapter is not Accredited, the submission also be required in the following spring;

We also move that Chapters can voluntarily submit their Accreditation report in the spring to gain additional feedback on their policies and procedures. Procedures to be implemented in fall 2018”

Background

The Chi Phi Fraternity is the model of all value-based organizations that have come after us. We expect our Chapters to be accountable to our founding principles and demonstrate mission and action congruence in all that they do. Many Greek communities, colleges and universities, as well as, inter/national Greek organizations have instituted accreditation processes over the past several years to assist their Chapters in living up to their founding principles and affirm their relevance to their respective communities. This accreditation program effectively reinforces mission and action congruence and also achieves the following objectives; provide the ability to benchmark the Fraternity’s overall performance and forecast trends, streamline our resources in assisting our Chapters/Colonies and provide our groups with objective, documentable standards for achievement and recognition.

Designed specifically with the Fraternity's primary strategic plan objectives in mind, the program examines our Chapters' operations in ten areas using the previous Chi Phi Standards of Chapter Excellence as its foundation. During the three-year development and trial implementation phase, the Grand Council's Accreditation Committee met in person and via teleconference, conferred with professionals in other organizations, as well as, officials at Emory, Bucknell and Lehigh Universities and piloted an accreditation program in survey form with a sample of 43 of our active Chapters and colonies. In addition, this program was based on previous groundwork established by former staff, alumni and undergraduate volunteers in effort to create a developmental resource to aid our active Chapters, colonies and alumni organizations. The categories included in the Accreditation Program are:

Continuity – Recruitment; Risk Management; Financial Management; Total Membership Development; Ritual; Chapter/Colony Operations; Organizational Networking; and Alumni Relations.

Our value as a national fraternity can only be achieved and preserved by the principles upheld by our individual Chapters and brothers. To maintain distinction, Chi Phi has long sought to develop a reliable, objective and fair method of holding ourselves accountable to the Standards of Excellence befitting the prestige of our Order. We believe this program is that mechanism.

The Chi Phi Chapter Accreditation Program is a developmental assessment and awards program that acknowledges those Chapters/Colonies that meet and exceed our standards. In this program, Chapters are responsible for a two part semi-annual self-assessment submission composed of a survey and relevant supporting documentation. In order for this process to take root in our Chapters and Colonies, we expect them to establish their own standing accreditation committee to manage and support the process.

Recognizing the value of achievement and the need for institutional adoption throughout all levels of the Fraternity, included are the incentives for Chapters that achieve two consecutive semester of a higher standard or "Accreditation with Distinction", which were proposed by the 146th Congressional Accreditation Committee. Additionally, the 146th Congressional Accreditation Committee proposed selection of developmental mandates for a Chapter that fails to achieve accredited status for two or more consecutive semesters. It is believed that these increasingly significant developmental mandates assist in achieving two of the main goals of the Chapter Accreditation Program: ensuring an operational standard within all Chi Phi Chapters and helping to improve Chapter health. Developmental mandates begin after two consecutive semester of failing to achieve accredited status and progressively increase with each additional semester spent below expectations.

This document includes the Relative Questions and Answers, the Accreditation Program Criteria, the required supporting documentation, and proposed Incentives and Developmental Mandates.

Throughout this document, the term Chapter is used and meant to include both "Chapters" and "Colonies" unless otherwise noted.

COMMON QUESTIONS AND ANSWERS

Why would my Chapter need to apply for accreditation every semester?

If your Chapter is accredited, then you do not have to submit every semester. With the adoption and implementation of the motion by the 152nd Congress, a Chapter would only have to apply for accreditation every term if they are not accredited during the fall. This will give the Grand Council, your alumni advisors and the National Office a better understanding of how your Chapter is functioning and in what areas you may need further assistance and how you have worked over spring to better your Chapters. Your Chapter and the National Fraternity as a whole will benefit the most from timely and cumulative reporting so that trends can be spotted and support for specific issues can be provided. It will also give you and your Chapter a much clearer direction for goal setting and provide critical analysis of areas in need of improvement.

Why would a Colony need to apply for accreditation every semester?

Colonies are newly established Chi Phi groups and need more support and guidance from the National Office, Grand Council, and Alumni as they are developing their Colony operations. Submitting Accreditation every semester allows for continuous feedback to the Colony and their Leadership Consultant about areas to work on each semester. Additionally, a Colony has to successfully be Accredited two semesters before petitioning the Grand Council for a Charter.

Is completing the program mandatory?

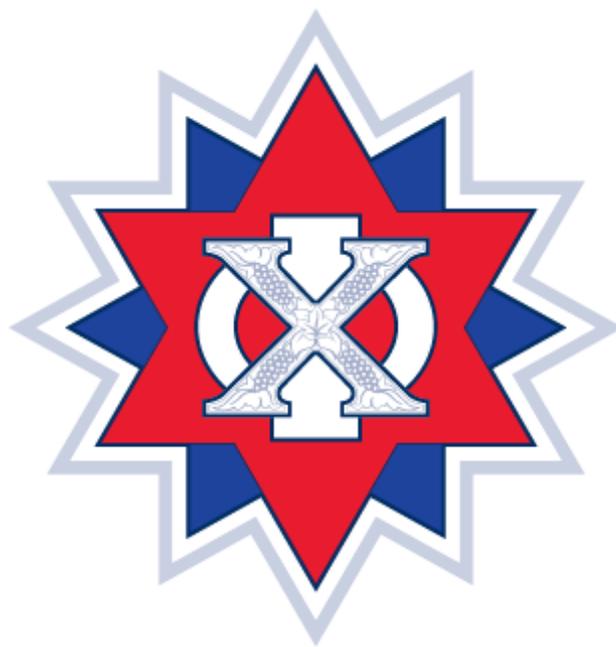
Yes, the 145th Congress approved Motion 2299 which charged the Grand Council and National Staff with implementing an accreditation program for all Chapters of the Chi Phi Fraternity. Over the course of the following year the Accreditation Committee and Grand Council in conjunction with the National Staff conducted a trial phase. During the trial phase different criteria for accreditation and the method of survey were analyzed and adjusted, with the program before you being the final product. The program has been formulated with the strong support of the Grand Council, National Staff, and Educational Trust. The program promotes accountability among our Chapters and its members, which is consistent with the Strategic Objectives adopted by the 144th Chi Phi Congress.

How does my Chapter achieve “Accreditation with Distinction?”

Your Chapter must perform at an exceptional level, placing within the top 10% of all Chapters surveyed on the criteria used to measure Chapter performance and provide the supporting documentation.

What happens if my Chapter does not meet accreditation standards?

If a Chapter does not meet the accreditation standards it will receive a detailed report highlighting the areas that need improvement. Additionally, Chapters who fail to attain accreditation in any one academic year are ineligible for all Chapter Awards presented at Congress, excluding those awards of the “most improved” nature. Should a Chapter not be accredited for a second consecutive term, the Chapter will be provided with a revised action plan to achieve accreditation status and will incur a series of developmental mandates, found later in this report. Failure to meet Accreditation is reported to the Grand Council each semester and may lead to a Court of Grand Council or other intervention.



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Proposed Developmental Mandates for Groups Failing to Achieve Accredited Status

Failure to comply with the accompanying developmental mandates in a reasonable amount of time results in an automatic suspension of the Chapter until they are compliant.

Two Semester of Failure to Achieve Accreditation

- The Chapter must submit the full Accreditation submission the following semester.

Two Semester of Failure to Achieve Accreditation

- The submission of an action plan to the Grand Council, Executive Director, Alumni Advisor and Campus Greek Advisor outlining those measures the Chapter is taking to attain Accredited status

Three Consecutive Semesters Failing to Achieve Accreditation

- \$10 per man increase in per member insurance assessment until Chapter attains Accreditation
- Required participation of all officers and at least 50% of all Members in the next Regional Leadership Alliance or a National Fraternity facilitated webinar or teleconference to be approved by the National Fraternity
- Probationary Status/Limited Social Eligibility to be lifted with satisfactory progress towards Accredited status to be determined by the National Staff and Grand Council
- Required Creation of an Alumni Advisory Board with a Minimum of 4 Certified Alumni Advisors (webinar available)
- The attendance of the current or incoming Alpha to that academic year's Alpha academy

Four Consecutive Semesters Failing to Achieve Accreditation

Previous Developmental Mandates, plus:

- National Certified Trainer to conduct Officer Transition and Training – funded by Chapter/Alumni
- The submission of a revised action plan to the Grand Council, Executive Director, Alumni Advisor and Campus Greek Advisor outlining those measures the Chapter and each individual member are taking to attain Accredited status, with entries from every active undergraduate Brother and the Chapter's Alumni Advisory Board members detailing their roles in helping the Chapter regain Accredited status

Five Consecutive Semesters Failing to Achieve Accreditation

Previous Developmental Mandates, plus:

- Submission to the Court of the Grand Council to be held at the next face to face Grand Council meeting, or Chi Phi Congress, whichever occurs first.

Proposed Terms and Conditions

Accreditation with Distinction

- Accreditation with Distinction is defined as scoring at or above the 90th percentile in the given semester. It should be noted that is not a score of 90 or better, but better than 90% of the other Chapters who completed the accreditation form for the given semester.

Risk Management Incidents/Violations

- In the event of a report of a violation of the Fraternity or a host University's risk management policies, the National Staff and Grand Council will review the Chapter's most recent accreditation report. Based upon the Grand Council's assessment, a Chapter's score in the Risk Management portion of the Accreditation form, or their overall score, may be made contingent upon the Chapter's cooperation and compliance with University and Fraternity imposed sanctions. Additionally, the Chapter may have points deducted from their Accreditation score for the current semester, or be subject to an outright cancellation of their score for the current semester.

Survey Questions

The complete survey can be found in Appendix A

Review of the 152nd Congress Accreditation Motions and Resolutions

Resolution 3- Whereas Chapters desire more feedback on Accreditation, the Accreditation Committee resolves that Leadership Consultants review past Accreditation results with the Chapter, Executive Board, and Accreditation Chair during each visit. **Resolution passed.**

Motion 11 - We move, that the Accreditation submission be required once a year in the fall, but if a Chapter is not Accredited, the submission also be required in the following spring;

We also move that Chapters can voluntarily submit their Accreditation report in the spring to gain additional feedback on their policies and procedures. Procedures to be implemented in fall 2018.”

Review of the 151st Congress Accreditation Motions and Resolutions

No motions were submitted.

Review of the 150th Congress Accreditation Motions and Resolutions

Motion 2456- The Accreditation Committee moves that the physical fitness, sexual health, and career planning educational programming requirements be modified to provide 10 areas requiring 3 be completed each semester. **Motion passes unanimously.**

Motion 2454- The accreditation committee moves that the accreditation question requiring 10% Chapter growth each year be removed from the program. **Motion passes.**

Resolution 2455- Whereas the accreditation committee wants to encourage Chapter growth and health, be it resolved that the standing committee shall provide a replacement question or questions for the 10% growth requirement that appeals to the majority of our Chapters within one year. **Resolution passes.**

Resolution 2457- Whereas the educational programming requirements are limited in scope and repetitive for Chapters, be it resolved that the standing committee create 10 areas not limited to such as life skills, personal finance, hazing prevention, sexual assault prevention, first aid, sexual health, and mental health. Motion to amend the resolution to “not limited to in front of 10 such areas”. **Amendment passes. Amended resolution passes.**

Resolution 2458- Whereas the requirement to recruit 25% of a Chapter or colony’s membership annually does not specify whether these are new members or initiates, be it resolved that the standing committee revise this question to provide needed clarity.

Improvements and Changes to the Program since 151st Congress

Based off of recommendations from the 151st Chi Phi Congressional Accreditation Committee, several improvements to the process were made during the 2016-2017 academic year. These changes include:

- Complete revision of the Supporting Documentation Rubric to provide additional clarification on requirements.
- Further Grading Changes: additional graders were used, further dividing the work load and allowing for a more timely grading process. Graders were also provided with additional training

and staff did spot checking of documentation grading and feedback to ensure consistency and accuracy. This resulted in fewer requests from Chapters for grading reconsideration than ever before.

- Continued with same submission process: Chapters no longer use the portal to submit their Chapter Survey and Supporting Documents. Now, they complete the Chapter Survey questions via an Excel document and for the Supporting Documents they submit via email in a Zip Folder. This resulted in a much smoother process for not only Chapters but also graders (as documents were easily shared with them.)

Topics for Discussion and Review by the Committee

The Standing Committee feels there are some changes to the program are necessary in order to make it a more beneficial for yearly submission. Items that the Standing Committee would like the Congressional Committee to discuss, review, and provide feedback regarding are:

- 1. What did your Chapter think of the Fall 2017 submission process?**
- 2. What does your Chapter think of the 2018 Yearly submission requirements (rubric is online)?**
- 3. Do you feel that the documents asked to submit for Accreditation are relevant to your Chapter and its operations? Are we assessing the correct things?**
- 4. Are there different types of documents you feel that your Chapter should be submitting for Accreditation in order to get feedback from the National Office?**
- 5. What does you Chapter think about submitting some documents (e.g. goals) at the beginning of the calendar year to be used for accreditation grading for fall submission?**
- 6. What does your Chapter think about the areas that the Standing Committee added as Bonus Points this submission (e.g. non-alcoholic socials, TIPS training, Diversity Total Membership Education sessions)?**
- 7. Any other questions your Chapter may have about the Accreditation Process?**

See Appendix A for space to answer these questions or write down any notes about these questions.

Appendix A: 2016-2017 Accreditation Committee Questions to Review

1. What did your Chapter think of the Fall 2017 submission process?

2. What does your Chapter think of 2018 Yearly submission requirements (rubric is online)?

3. Do you feel that the documents asked to submit for Accreditation are relevant to your Chapter and its operations? Are we assessing the correct things?

4. Are there different types of documents you feel that your Chapter should be submitting for Accreditation in order to get feedback from the National Office?

5. What does your Chapter think about submitting some documents (e.g. goals) at the beginning of the calendar year to be used for accreditation grading for fall submissions?

6. What does your Chapter think about the areas that the Standing Committee added as Bonus Points this submission (e.g. non-alcoholic socials, TIPS training, Diversity TME sessions)?

7. Any other questions your Chapter may have about the Accreditation Process?
