

2022 Council Assessment Standards Cheat Sheet

ADMINISTRATIVE

1. Council fulfills the following expectations:

- a. Finalized Council Programming Calendar due to OFSL Advisor. (3 points; 6 points total)
*Due within seven days of the start of EACH SEMESTER Spring: January 17th; Fall: August 29th.
Council distributes to chapters within two weeks of EACH SEMESTER (Spring: January 24th; Fall: September 6th)*
- b. Council President schedules one-on-one meetings with their OFSL Advisor (4 points; 8 points total)
*Due within seven days of the start of EACH SEMESTER (Spring: January 17th; Fall: August 29th).
First mtg must occur within the first two weeks of EACH SEMESTER (Spring: January 24th; Spring: September 6th).*
- c. Council President compiles Exec Board office hour schedule. (3points; 6 points total)
Due to their OFSL Advisor within two weeks of the start of EACH SEMESTER. (Spring: January 24th; Spring: September 6th).
- d. 100% of Executive Board Officers complete both the Hazing Prevention 101 and Fraternity & Sorority Life modules by February 28, 2022. (10 points)
- e. Each Council Executive Board Officer supplies their Council President and OFSL Advisor with their goals and how they plan on achieving them EACH SEMESTER. (5 points; 10 points total)
Due within two weeks following the start of each semester (Spring: January 24th; Spring: September 6th).
- f. Council Executive Board supplies their OFSL Advisor with their collective council goals and how they plan on achieving them EACH SEMESTER. (5 points; 10 points total)
Due within three weeks following the start of each semester (Spring: January 31st; Spring: September 12th).
- g. Appropriate Council Officer emails meeting minutes for both executive board and council meetings to appropriate constituents (including by not limited to Council Officers, Chapter Delegates, Chapter Presidents, Chapter Advisors and/or OFSL Advisor) within 48 hours following the meeting. (3 points)
A printed copy of each email sent to constituents should be placed in the Council's CAS binder for date confirmation.
- h. Council Officers supply all CAP documentation. (36 points total)
Due one week prior to the beginning of final exams EACH SEMESTER (Spring: April 25th; Fall: November 28th).

Spring 2022 Community Engagement #4 Letter	_____	(3 points)
Fall 2022 Community Engagement #4 Letter	_____	(3 points)
Spring 2022 Integrity #1 Letter	_____	(3 points)
Fall 2022 Integrity #1 Letter	_____	(3 points)
Spring 2022 Integrity #2 Letter	_____	(3 points)
Fall 2022 Integrity #2 Letter	_____	(3 points)
Personal Growth #1 Letter	_____	(3 points)
Personal Growth #4 Letter	_____	(3 points)
Spring 2022 Scholarship #4 Form	_____	(3 points)
Fall 2022 Scholarship #4 Form	_____	(3 points)
Spring 2022 Scholarship #5 Letter	_____	(3 points)
Fall 2022 Scholarship #5 Letter	_____	(3 points)
- i. Council revises all governing documents, including bylaws and standing rules, EACH CALENDAR YEAR. (4 points)

COMMUNITY ENGAGEMENT

1. Council collaborates with another council or OFSL leadership organization EACH SEMESTER. (10 total)
 Spring 2022 Council Collaboration Event: _____ (5 points)
 Fall 2022 Council Collaboration Event: _____ (5 points)

2. The four councils collaborate to host one educational program or community service opportunity EACH CALENDAR YEAR. (10 points)
 Quad Council Event: _____

3. Council hosts at least two community service projects EACH SEMESTER. (12 points total)
 Spring 2022 Community Service Event #1: _____ (3 points)
 Spring 2022 Community Service Event #2: _____ (3 points)
 Fall 2022 Community Service Event #1: _____ (3 points)
 Fall 2022 Community Service Event #2: _____ (3 points)

4. Council collaborates with one UNF department EACH SEMESTER. (10 points total)
 Spring 2022 Council Collaboration Event: _____ (5 points)
 Fall 2022 Council Collaboration Event: _____ (5 points)

5. Council submits money they have raised for philanthropy/ how many goods collected. (3 points; 6 points total)
 Due EACH SEMESTER (Spring: April 25th; Fall: November 21st)

INTEGRITY

1. Council President submits a letter EACH SEMESTER (Spring: April 25th; Fall: November 28th) indicating whether or not the chapter remains in good standing. (3 points; 6 points total)
2. Council Standards Officer submits a letter EACH SEMESTER outlining all chapter judicial complaints, hearings, findings, and sanctions, if found responsible. (3 points; 6 points total)
3. Council Standards Officer oversees a Standards/Judicial Board or mediation process. The Council Standards Officer will submit their training plans to their OFSL Advisor by January 31, 2022 and training will occur no later than by March 1, 2022. If new representatives are chosen midway through the calendar year, an additional training must be conducted by September 6, 2022. (6 points)
4. Council officers work with Provisional Chapters within their respective council:
 - a. Council President, Standards Officer, and OFSL Advisor meet with all provisional chapters' Executive Board to discuss areas and opportunities for improvement. (4 points; 8 points total)
Due within the first 30 days of EACH SEMESTER (Spring: February 9th; Fall: September 21st)
 - b. Council President has two meetings EACH SEMESTER with the Chapter President. (2 points each; 8 points total)
 - c. Council President sends the agenda and minutes from these meetings to the Chapter President, Chapter Advisor, and OFSL Advisor within 48 hours of meeting occurring. (3 points each; 12 points total)

LEADERSHIP

1. Required council officers attend the following OFSL-sponsored events (77 points total)
 - a. Greek Leadership Conference on February 20th (6 points)
 - b. Greek Summit in August 2022 (6 points)
 - c. New Exec Transition Meeting in November (5 points)
 - d. Presidents Meetings (2 points each; 12 points total)

Spring Meetings	Fall Meetings
January 19 th	TBD
February 9 th	TBD
April 6 th	TBD
 - e. Quad Council Meetings twice per month (3 points each; 48 points total)

2. Council President hosts two meetings EACH SEMESTER where all chapter presidents attend. (12 points total)
These must occur prior to the end of each semester (Spring: April 29th; Fall: November 22nd).
 - Spring Meeting #1: _____ (3 points)
 - Spring Meeting #2: _____ (3 points)
 - Fall Meeting #1: _____ (3 points)
 - Fall Meeting #2: _____ (3 points)

3. At least 80% of council executive board officers attend Fraternal Leadership Institute in January. (6 points)

4. Council's election/slating process must be completed by November 14, 2022. (5 points)

PERSONAL GROWTH

1. Council hosts at least one seminar EACH SEMESTER on the following topics: wellness, diversity, professional development, or an approved topic. (10 point total)

Spring 2022 Seminar: _____ (5 points)

Fall 2022 Seminar: _____ (5 points)

2. Council hosts an orientation event specifically designed for new members. The event must be held at least once EACH CALENDAR YEAR. This event may not be the same event as what is expected for Personal Growth #1. The content of the program should include the following: what it means to be a fraternity man or sorority woman and an introduction to all councils at UNF (with a focus being on your own). The overall topic of this event must be applicable to the new member experience and approved by your OFSL Advisor. (5 points)

Date of Transition Workshop: _____

3. Council organizes an officer transition workshop at the end of their officer term. This workshop must be attended by their OFSL Advisor. The council is responsible for submitting their SWOT analysis and an attendance sheet no later than three weeks following the workshop. (5 points)

Date of Transition Workshop: _____

SCHOLARSHIP

1. Council maintains a semester GPA at or above a 2.75 for all active members EACH SEMESTER. (10 points total)
 Spring 2022 Semester GPA: _____ (5 points)
 Fall 2022 Semester GPA: _____ (5 points)

2. Council Scholarship Chair meets with all chapters in-person to discuss chapter's academic plan and/or performance. (10 points total)
The meeting must take place within the first 30 days of each semester (Spring: February 9th; Fall: September 21st)
 Spring Meeting: _____ (5 points)
 Fall Meeting: _____ (5 points)

3. Council hosts at least one academic/scholarship programs EACH SEMESTER. (10 points total)
 Spring 2022 Seminar: _____ (5 points)
 Fall 2022 Seminar: _____ (5 points)