

## Chapter of the Year



As part of BΣΦ Orlando Area Council, each chapter is eligible to become CHAPTER OF THE YEAR for their degree. This resume is designed to be a gauge so that the Council can recognize the accomplishments of each chapter and their members.

Please review each area and complete the resume. This is important even if you feel your chapter “doesn’t have a chance” at winning the CHAPTER OF THE YEAR contest, since the Founder’s Day Committee will be using this resume to determine other awards.

Entries should include activities from APRIL 1, 2019 THROUGH MARCH 31, 2020. Instructions for each area are included, however if you have any questions, please feel free to call Jeanette @ 321-277-5442 for further clarification. Resumes must be received by April 9, 2019 (April’s Council Meeting). You may bring your resume to the council meeting, email it to Jeanette Roberson [jnet9462@yahoo.com](mailto:jnet9462@yahoo.com), or mail it to the address below.

Jeanette Roberson  
1020 Sheeler Hills Drive  
Apopka, FL 32703

Remember that all chapters have an equal opportunity to win.  
**GOOD LUCK!**

**BETA SIGMA PHI**  
**2019 – 2020 ORLANDO AREA COUNCIL**  
**CHAPTER OF THE YEAR CONTEST**  
**APRIL 1, 2019 THRU MARCH 31, 2020**

CHAPTER NAME \_\_\_\_\_ CHAPTER NUMBER \_\_\_\_\_

TRADITIONAL \_\_\_\_\_ CAREER \_\_\_\_\_ IF CAREER, DO YOU MEET 9 MONTHS OR 12? \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

**THE FOLLOWING POINT SYSTEM IS TO BE USED ANYTIME ATTENDANCE IS THE CRITERIA**

1-19%	20-29%	30-39%	40-49%	50-59%	60-69%	70-79%	80-89%	90-99%	100%
1	2	3	4	5	6	7	8	9	10

**1. PLANNING**

A. Executive Board Meetings (10 points max) 10 points for meetings held as needed. \_\_\_\_\_

B. Regular meetings (18 points max) 1 point for each Traditional chapter meeting and 1.5 points for each Career chapter meeting held. \_\_\_\_\_

C. Attendance (12 points max) **USE ABOVE SCALE FOR CALCULATION**  
 Example – 10 members in chapter – 7 in attendance is 70% or 7 points.  
 Compute each meeting then compute the average to get your points.  
 Members on leave of absence are not counted against percentage. \_\_\_\_\_

D. Perfect Attendance (10 points max) - Total number of members with perfect attendance. **USE ABOVE SCALE FOR CALCULATION** Compute an average to get your points; \_\_\_\_\_

E. 2 points for consistent system of notifying members of time and place of meetings. \_\_\_\_\_

F. Guests/visiting Beta Sigma Phi Sisters (1 point per guest per meeting) \_\_\_\_\_

G. Finance (20 points max) \_\_\_\_\_

a. 10 points for preparation of chapter budget that limits the cost to an amount that, the members agree, is not a burden to each member. \_\_\_\_\_

b. 2 points for a money-making project. (Max 10 pts). \_\_\_\_\_

H. Record Keeping (56 points max)

- a. 5 points for submitting City Council New Rep Sheets by April City Council Meeting \_\_\_\_\_
- b. 10 points for chapter committee planning and handling preliminary details \_\_\_\_\_
- c. 1 point for each Traditional chapter's month's minutes and 1.5 points for each Career's chapter minutes sent to International \_\_\_\_\_

I. Beta Sigma Phi Review (27 points max)

- a. 3 points for each article read at a meeting from either the Book of Beta Sigma Phi, The Torch, or from the Beta Sigma Phi web site \_\_\_\_\_

J. Publicity (10 points max)

- a. 5 points for each major project. Describe the projects. \_\_\_\_\_  
\_\_\_\_\_

- b. 2 points for each minor project. Describe the projects. \_\_\_\_\_  
\_\_\_\_\_

K. Phone or Email (10 points max)

- a. 5 points for having a phone/text tree to get the news out to chapter members, as needed \_\_\_\_\_
- b. 5 points for having an email tree to get the news out to chapter members, as needed \_\_\_\_\_

**TOTAL POINTS FOR PLANNING** \_\_\_\_\_

2. **SOCIAL**

A. Planned Social Calendar - 30 points for planning the sorority year by September 1 \_\_\_\_\_

B. Social Balance (92 points max)

- a. 5 points each for holding a Beginning Day social and participating in Founder's Day \_\_\_\_\_
- b. 4 points for each additional Chapter social held \_\_\_\_\_
- c. 2 points for each city-wide socials (Sweetheart Ball, Pot Luck, Ornament Exchange, and Orlando Area Conference) \_\_\_\_\_
- d. 2 points for participation in Woman of Year Event, Sweetheart event and Pres/VP Beginning Day \_\_\_\_\_
- e. 2 points each for hosting an inter-chapter social and attending one hosted by another chapter \_\_\_\_\_

- C. Attendance (10 points max) Average the number attending each social, then average the total of all socials. **USE ABOVE SCALE FOR CALCULATION** \_\_\_\_\_
- D. Time for a Good Time (18 points max) For allotting time to dine and socialize at a chapter meeting, 1 point per meeting for Traditional Chapters and 2 points per meeting for Career Chapters. \_\_\_\_\_
- E. Sending Cards (5 points max) 5 points for sending cards to members for occasions such as birthday, illness, sympathy etc. \_\_\_\_\_

**TOTAL POINTS FOR SOCIAL – 155 POINTS POSSIBLE** \_\_\_\_\_

**3. MEMBERSHIP**

- A. Membership Plan (20 points max) 10 points for each rushing event Describe the event(s):  
\_\_\_\_\_  
\_\_\_\_\_
- B. Pledge Training (36 points max) 2 points per pledge training session from Invitation to Life \_\_\_\_\_
- C. Success (65 points max) 5 points for each pledge added to your chapter during the sorority year, 5 points for chapters with 5 to 10 members, 10 points for chapters having 11-15 members and 15 points for chapters having more than 16 members \_\_\_\_\_
- D. Transfers and Reinstatements (20 points max) 5 points for each member transferred into your chapter, each inactive member reinstated, or each member-at-large added \_\_\_\_\_
- E. Progression (45 points max) 5 points for chapter progression, 5 points for each eligible member that progresses to, or within, your chapter \_\_\_\_\_

**TOTAL POINTS FOR MEMBERSHIP – 186 POINTS POSSIBLE** \_\_\_\_\_

**4. CULTURAL**

- A. Programs (36 points max) 2 points each for a formal program (30 min), 1 point each for an informal program (cultural outing). One program per meeting. \_\_\_\_\_
- B. Program Presentation (36 points max) 2 points for a program presented by two or more members. One program per meeting. \_\_\_\_\_
- C. Chapter-Wide Discussion (18 points max) 1 point for discussion guided by leader following the presentation, allowing each member’s participation. \_\_\_\_\_
- D. Audio-Visual Aids/Demonstrations (12 points max) 1 point for each program in which audio-visual aids or demonstrations are used requiring participation by members (i.e. games, quizzes etc.) \_\_\_\_\_
- E. Programs on the Shelf (20 points max) 5 points for each program prepared for emergency use. \_\_\_\_\_

**TOTAL POINTS FOR CULTURAL – 122 POINTS POSSIBLE** \_\_\_\_\_

5. **SERVICE** (May attach your own form of information for each project, with the donation amount and service hours)

A. Service projects your chapter had this year (points based on each project)

Donation \$25 or less	1 points	1 – 10 hours donated	2 points
Donation \$26 - \$100	3 points	11 – 25 hours donated	4 points
Donation \$101 plus	5 points	26 plus hours	6 points

Please list each service project, amount of donation, amount of hours and points

		\$\$\$	HOURS	POINTS
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____

**TOTAL POINTS FOR SERVICE**

\_\_\_\_\_

6. **COUNCIL EVENTS** **USE SCALE FOR CALCULATING** the number in attendance for items A thru E

- A. Founder’s Day 2019 (10 points max) \_\_\_\_\_
- B. Pot Luck November 2019 (10 points max) \_\_\_\_\_
- C. Ornament Exchange December 2019 (10 points max) \_\_\_\_\_
- D. Legacy Events 2019 – 2020 (10 points max) \_\_\_\_\_
- E. Sweetheart Ball 2010 (10 points max) \_\_\_\_\_
- F. 5 points for Sweetheart attending Sweetheart Cocktail Party (January 2020) \_\_\_\_\_
- G. 5 points for WOY attending WOY event (October 2019) \_\_\_\_\_
- H. 5 points for each donation made this year to a future Florida State Convention \_\_\_\_\_

- I. 2 points for each guest attending each City Council event. List the Council Event and number attending, and put total on line.

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**TOTAL POINTS FOR COUNCIL EVENTS**

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**7. COUNCIL OFFICERS/COMMITTEES**

- A. Each representative present at Council meetings (1 point each – 2 points max per meeting)
- B. Each Council Representative serving on Council Board (10 points per officer)
- C. Each Chairman/co-chair of a Council Committee (5 points per chairman)
- D. Each member serving on a council committee (2 points per member)  
(Do not include Chairman in this count)

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**TOTAL POINTS FOR COUNCIL OFFICERS/COMMITTEES**

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**8. AREA CONFERENCES AND CONVENTION USE SCALE FOR CALCULATING the number in attendance for the following:**

- A. 2018 Convention - Orlando (10 points max)
- B. Jacksonville Area Conference – Alhambra (10 points max)
- C. Ridge Area Council Fall Luncheon – Plant City (10 points max)
- D. Gala Area Luncheon – Tampa City Council (10 points max)
- E. The Villages Fall Conference (10 points max)
- F. Daytona Beach Stylin Sisters Holiday Fashion Show (10 points max)
- G. Orlando Area Conference (10 points max)
- H. Ridge Area Council Spring Luncheon – Winter Haven (10 points max)

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**TOTAL POINTS FOR AREA CONFERENCES AND CONVENTION**

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**9. BONUS POINTS**

A. Establishing a New Chapter (10 points max)

a. 5 points for Friendly Venture reservation \_\_\_\_\_

b. 5 points for presenting Beta Sigma Phi to prospective members \_\_\_\_\_

B. 10 points for completing a Friendly Venture Chapter \_\_\_\_\_

C. Chapter Coordinated Community Service or Cultural Event (15 points max) 5 points for each project – describe the projects \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. Chapter Assistance (20 points max) 4 points for each active member serving as an advisor to a chapter. \_\_\_\_\_

E. Legacies and Sponsored Members (10 points max) 1 point for each member who Enrolls one or more in the Legacy or sponsored member program. \_\_\_\_\_

F. Assisting Community Chapters (45 points max)

a. 15 points for assisting a small chapter with rushing or progression \_\_\_\_\_

b. 2 points for each personal recommendation of an out-of-town candidate (max 20 points) \_\_\_\_\_

c. 1 point each for contacting transferees or prospective members for your chapter, or introducing them to another chapter (max 10 points) \_\_\_\_\_

G. Contest entries (6 points max) 1 point for each entry in any international contest. Describe each entry: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

H. Member Survey 10 points for surveying members' interest \_\_\_\_\_

I. Envoys (10 points max) 1 point per current Envoy member \_\_\_\_\_

J. Theme: 10 points for implementing International theme in chapter activities \_\_\_\_\_

K. Volunteering (10 points max) must designate you are a Beta Sigma Phi member Describe what was done and for whom: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOTAL POINTS FOR BONUS POINTS** \_\_\_\_\_

Chapter Name \_\_\_\_\_

**SUMMARY: TOTAL POINTS**

PLANNING	_____
SOCIAL	_____
MEMBERSHIP	_____
CULTURAL	_____
SERVICE	_____
COUNCIL EVENTS	_____
COUNCIL OFFICERS/COMMITTEES	_____
AREA CONFERENCES AND CONVENTION	_____
BONUS POINTS	_____
<b>GRAND TOTAL</b>	_____

**PLEASE ATTACH YOUR MEMBER ATTENDANCE REPORT WITH THIS FORM**

Thank you for participating in the Chapter of the Year Contest. Good Luck!