



DATE: August 25, 016

TO: Members, Faculty Advisors, and District Councillors

RE: Measuring Chapter Effectiveness

BACKGROUND:

Each year chapters are asked to submit an annual report to the national office for publication. These reports are submitted for publication in either the spring or fall TRANSIT. Guidelines for publishing the report may be reviewed in either the PAROP (Article XXIX) or the most current edition of *The Handbook for Faculty Advisors and Chapter Officers*. While these reports were historically short by design, this limitation was effectively removed when the Editor stopped publishing the annual reports in the Transit and started publishing the reports on-line. Each chapter is encouraged to take a look at some of these annual reports to see how other chapters are furthering the Chi Epsilon mission. There are many great ideas contained in the annual reports that might be of interest in your chapter.

It is noted that some reports are quite lengthy. These reports contain details about chapter activities that promote Scholarship, Character, Practicality and Sociability. Typically, the longer reports list a significant number of new Chi Epsilon members which have been added to the chapter's rolls. Other reports provide almost a 'bare bones' review of the chapters year. Occasionally, the reports present only a list of the new members and the new slate of chapter officers. Many times the list of new members is fairly short.

While information contained in chapter reports may be an indication of chapter health, we suspect development of a 'tool' which measures the effectiveness of the chapter's program would be highly desired. Accordingly, we offer the following thoughts on what such a program may encompass.

Strategic Vision – primary

- Develop organizational standard for evaluation of chapter effectiveness
- Develop review 'benchmarks'
 - o Chapter
 - o Service learning
 - o Faculty
 - o Members
 - o Program evaluation



Strategic Vision – secondary

- Develop additional chapter benchmarks
 - o CHM
 - o Trustees
 - o Alumni
 - o Members
- Develop additional service learning benchmarks
 - o CHM
 - o Trustees
 - o Alumni
 - o Members
- Develop 'Trustee' and 'Alumni' benchmarks independent of other review areas
- Develop 'Member' benchmarks independent of other review areas

Strategic Vision – tertiary

- Incorporate Chapter Self-Evaluation process into future 'Exemplary Chapter' awards program

The excel version of the rubric prototype is provided for your use and consideration. If you identify an element that makes sense as a national objective, please pass this idea along to the national office so we can incorporate the concept into the next generation of the rubric.

We challenge each chapter to make an attempt at using the rubric to evaluate the effectiveness of the chapter's 2014 program. The national office will deploy a program evaluation survey in late February to gauge how well the rubric was received by the chapter and collect feedback needed to improve the overall program concept.

Note: Some of the language used in the prototype comes directly from a rubric used by other honor societies and may not adequately reflect Chi Epsilon goals and policies. I'm sure we need to change some of the wording. Suggestions for language modifications and/or additional evaluation elements would be gratefully appreciated.

Hope you have some fun with this concept. The goal is to not make 'paperwork' but provide you a self-evaluation tool.