



Greek Member Experience 2017 – 2018

Leadership Guide

Purpose: In order to emphasize individual member development and to further demonstrate the commitment of Greek organizations to be leaders within the Vanderbilt community, the Office of Greek Life launched the Greek Member Experience in the 2015-2016 academic year. The Greek Member Experience (GME) consists of a set of minimum chapter expectations including member engagement in programs and activities in six tracks: Campus Involvement, Community Impact, Diversity & Inclusion, Faculty Engagement, Healthy Behaviors and Personal Development, as well as chapter operations expectations in academic performance, alumni engagement, and risk management.

This program allows our community to explicitly demonstrate to faculty, staff, prospective members, alumni and parents what it means to be a member of a fraternity or sorority. It makes it very clear that being a member of a fraternity or sorority comes with high expectations of engagement and personal development. This program replaced the VU Fraternity & Standards Program and focuses on individual member development and accountability and allows our community to share our story in a data driven way with an improved tracking system to ease the documentation process for chapter leaders. After a pilot year in 15-16 and a full year of implementation in 16-17, several changes have been made for 17-18 based on student feedback to continually improve the program for this year.

Minimum Chapter Expectations by Fall Break October 12, 2017

- All chapter members are expected to earn 16 GME credits throughout the year. The overall chapter percentage completion must be at least 20% of total GME credits by this time.

Minimum Chapter Expectation by Winter Break, December 15, 2017

- All chapter members are expected to earn 16 GME credits throughout the year. The overall chapter percentage completion must be at least 40% of total GME credits by this time.

Minimum Chapter Expectation by Spring Break, March 3, 2018

- All chapter members are expected to earn 16 GME credits throughout the year. The overall chapter percentage completion must be at least 60% of total GME credits by this time.

Minimum Chapter Expectation for 2017 -2018, by May 1, 2018:

- All chapter members are expected to earn 16 GME credits. The overall chapter percentage completion must be at least 80% of total GME credits
 - 75% of chapter members complete Campus Involvement track (2 items required)
 - 75% of chapter members complete Community Impact track (2 items required, 1 of which must be 15 hours of community service)
 - 75% of chapter members complete Diversity & Inclusion track (3 items required, 1 of which must be completion of Diverse Perspective Reflection Form)
 - 75% of members complete Faculty Engagement track (2 item required)
 - 75% of chapter members complete Healthy Behaviors track (2 items required)
 - 75% of chapter members complete Personal Development track (2 items required)
 - Chapter meets or exceeds a 3.0 chapter Grade Point Average for both fall and spring semesters
 - Chapter has an active alumni/ae advisory board or graduate chapter advisor(s)

- Chapter maintains an active internal judicial/standards board that holds members accountable and members of that board are trained annually by the Office of Student Accountability
- Chapter hosts at least one event for/with alumni/ae each year
- Chapter communicates with alumni/ae by consistently updating social media platforms/website OR by sending a newsletter twice a year
- Chapter is not charged with and found responsible for any violation of local, state and federal laws, Vanderbilt policies, or governing council and respective national organization risk management policies
- Chapter is not charged with and found responsible for any violations for new member education or hazing policies
- Chapter participates in all leadership opportunities afforded by their national organization where it is expected that every chapter sends at least one members

Flex Credits

For 17-18, there continue to be 16 total GME credits that all members are expected to earn. Based on feedback from last year, the number of credits for the some of the tracks has been reduced to 2, with the exception of Diversity & Inclusion, which will continue to have 3. As such there are 3 flex credits, meaning that the credit can be earned in any track that is of special interest to the member. For example, a member who is especially interested in programs in the Healthy Behaviors track could earn up to 5 of their 16 credits in GME in that track, 2 that would be required and 3 flex credits.

**This does mean that the completion bar viewable to members on their personal anchor link page will not say “complete”, even when they might be done because all tracks are set-up to allow for the maximum number of flex credits to be earned.

Expanding Perspective Reflection

One significant change for the 17-18 academic year is that all members of the community will be expected to complete an Expanding Perspectives Reflection Form. This form will allow members to reflect on an experience that has caused them to consider their perspective in a new way, to think critically about an issue around the topics of equity, diversity and inclusion. It might be from an experience inside the classroom, in the residence hall, by attending a program or in engaging in a critical debate at the chapter house, it is any experience that causes a member to expand their perspective and think differently about an issue, the community, the campus or the world.

It is imperative that leaders message this new element of GME appropriately as an opportunity to capture learning in all the ways that people may have been challenged to think differently about their perspective. It is not an opportunity for lying or failing to take the submission seriously.

All members are required to submit this form. It must be submitted within 2 weeks of the experience taking place.

Fill it out here: <https://anchorlink.vanderbilt.edu/submitter/form/start/136611>

Accountability

All chapter presidents will have created an Action Plan for 17-18 after their 16-17 submission. It will be critical that they follow through with that action plan. Those chapters that failed to meet the 80% completion benchmark for 16-17 and fail to meet their action plans will automatically lose the privilege to host social events. As we progress through 17-18, if chapters fail to meet any of the benchmarks at Fall, Winter or Spring breaks, the chapter will not be permitted to host any social events until the next GME reporting period where they chapter meets the requirement. Action plans will be created at each benchmark for chapters that fail to meet the requirement.

Incentives

At each reporting period, there will be incentives for chapters, individuals or both. These incentives will include concert tickets (Jay-Z, Commodore Quake, Rites of Spring, others TBD), small group activities (Escape Game, Indoor GoKarting, Laser Tag, Predators game, etc.), chapter meals, box seats for football or basketball game, promotional items and other suggestions from chapter leaders.

Chapter Reporting

Chapter GME reports are distributed to chapter presidents and Panhellenic delegates on the dates below. It is imperative that the chapter president update the roster at the beginning of the semester and when new members join the chapter.

9/11

9/25 - with service hours

10/12 (these are the Fall Break reports (it's a Thursday instead of Monday) - with service hours

10/30 - with service hours

11/13

12/11 (end of semester reports) - with service hours

1/22

2/5

2/19

3/5 (Spring Break reports) - with service hours

3/19

4/2 – with service hours

4/16

5/7 (end of year reports) – with service hours

Respect & Representing our Community

The Greek Member Experience program would not be possible without many campus partners. As a leader, you must consider how you promote the purpose, benefits and expectations associated with GME. All Greek members who attend campus programs, for GME credit or not, should remember that they are always representing our community. Some programs require an RSVP. This means that you reply to say that you are attending and actually attend. When you attend a program, you attend for the duration of the event. If you have a class that starts halfway through the event, find a different event to attend instead. If members behave in a disrespectful way or “swipe and go”, their GME credit will be removed.

Missing Credit Forms

Occasionally, a member may attend an event that they do not get for when they should have for a legitimate reason. For example, the sponsoring organization had a disruption in internet service or perhaps their card was broken. Given that we expect everyone to be fully present for GME events, arriving late or leaving early should not be a reason that people fail to swipe in at an event. As such, no member can submit more than 2 missing credit forms.

<https://anchorlink.vanderbilt.edu/submitter/form/start/137135>

Individualized Experience

All members of the Greek community will be enrolled in the Greek Member Experience program through Anchor Link. The Greek Member Experience provides students the opportunity to make choices about what types of events and experiences they are most interested in participating in and feel would be most beneficial for their development. Chapters may also identify specific programs that they would like to require of their own members, such as trainings provided by their national organization or by presenters invited to the chapter.

Community Service Hours

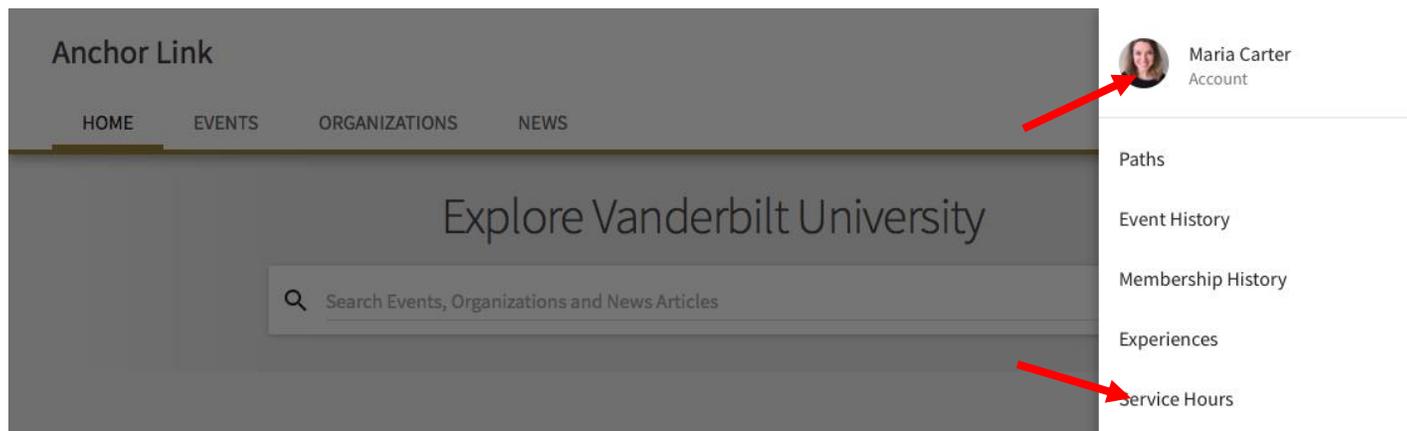
All members of the Greek community will be required to meet 1 of the credits in the Community Impact track by completing 15 hours of hands on community service per year (May 1, 2017 – April 30, 2018)

Students must be actively engaged in actual service during these hours (ex. Food bank, tutoring, park clean-up) and participation in philanthropy/fundraising events or donation drives will not count towards completion of this item. Students must log all community service hours through Anchor Link. Chapter officers are responsible for reviewing and approving all service hours.

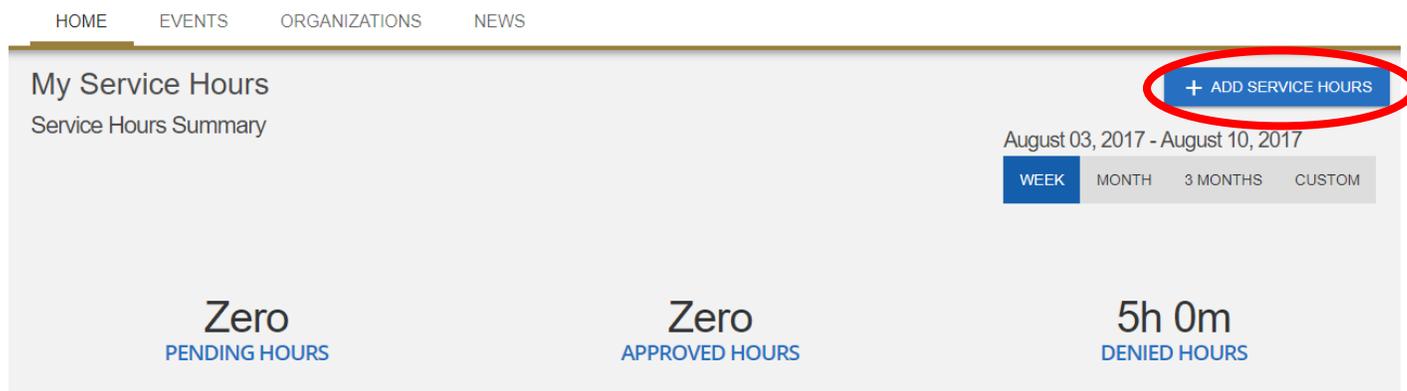
Members are all required to submit their own service hours using the process below:

Adding Individual Service Hours

1. Find **Service Hours** in the right-hand pop-out menu on the right under your initial or photo.



2. Click the + **Add Service Hours** button in the upper right-hand corner of the screen.



3. **Select your Greek organization**, even if you did the service with another campus organization (i.e. TAP, ASB). This is the only way that the hours will count towards the chapters overall hours and GME progress.

4. Be sure to complete all required fields, and provide a contact to verify the hours.
5. Once you have submitted your service hours, the number of hours you submitted will appear under “Pending Hours” until the administrator of your organization approves them. This is usually the Community Service Chair.

HOME EVENTS ORGANIZATIONS NEWS

Add Service Hours

*Organization
Select Organization ▼

*Description

*Date

*Hours

*Minutes

Verification Contact
coordinator@servicegroup.org

CREATE CANCEL

Approving Service Hours

1. Click the on the grid and navigate to the **Manage** view. You will see a list of the organizations for which you are in a leadership role leader.
2. Click on our chapter.

Anchor Link Action Center

Explore **Manage** Admin

Action Center

Manage your organization content and review submissions.

Administrator Tools

Organization Search

Search Organizations

Branches

Vanderbilt

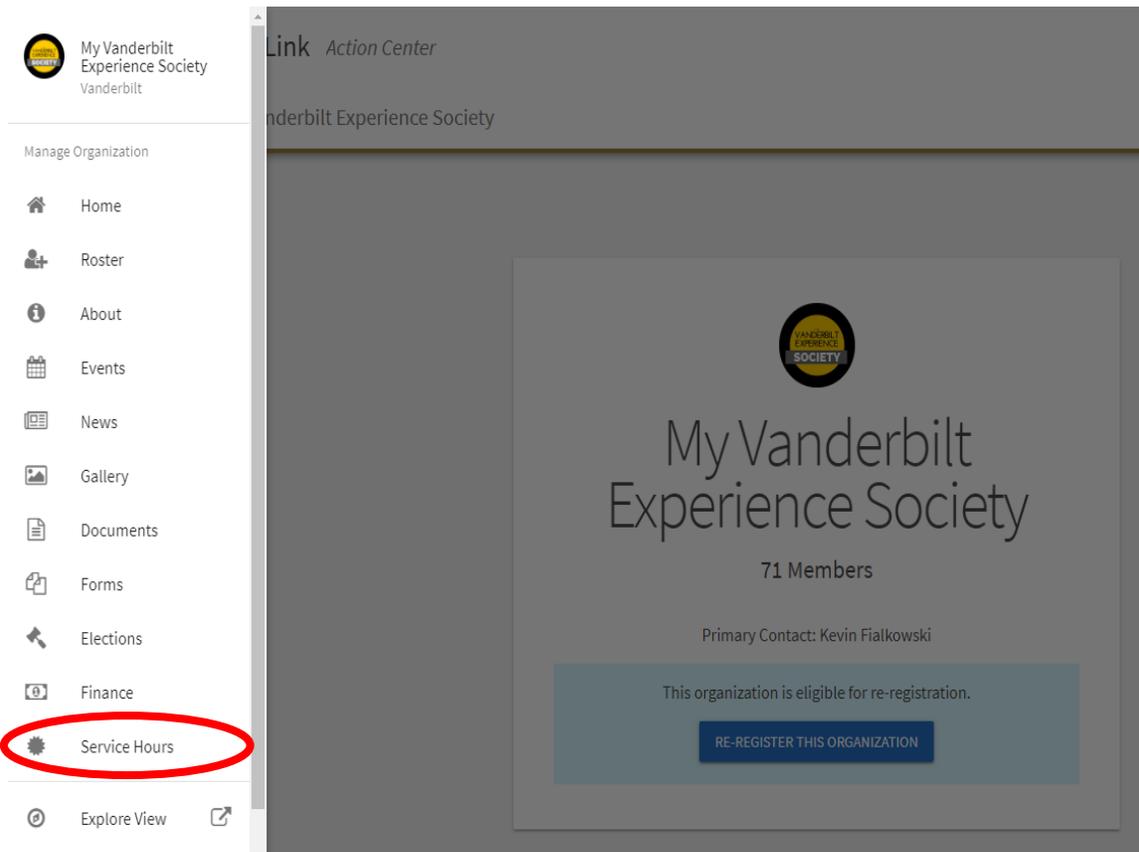
My Memberships

REGISTER AN ORGANIZATION

ANCHOR LINK Anchor Link Training Group 1 Dean of Students

My Vanderbilt Experience Society

3. Click the toolbar  to the left of the organization name, then click **Service Hours**.



4. On the Manage Service Hours page, you will be able to see the total number of pending, approved, and denied service hours.

Manage Service Hours + ADD SERVICE HOURS

Service Hours Summary August 03, 2017 - August 10, 2017

WEEK
MONTH
3 MONTHS
CUSTOM

2h 0m

PENDING HOURS

Zero

APPROVED HOURS

Zero

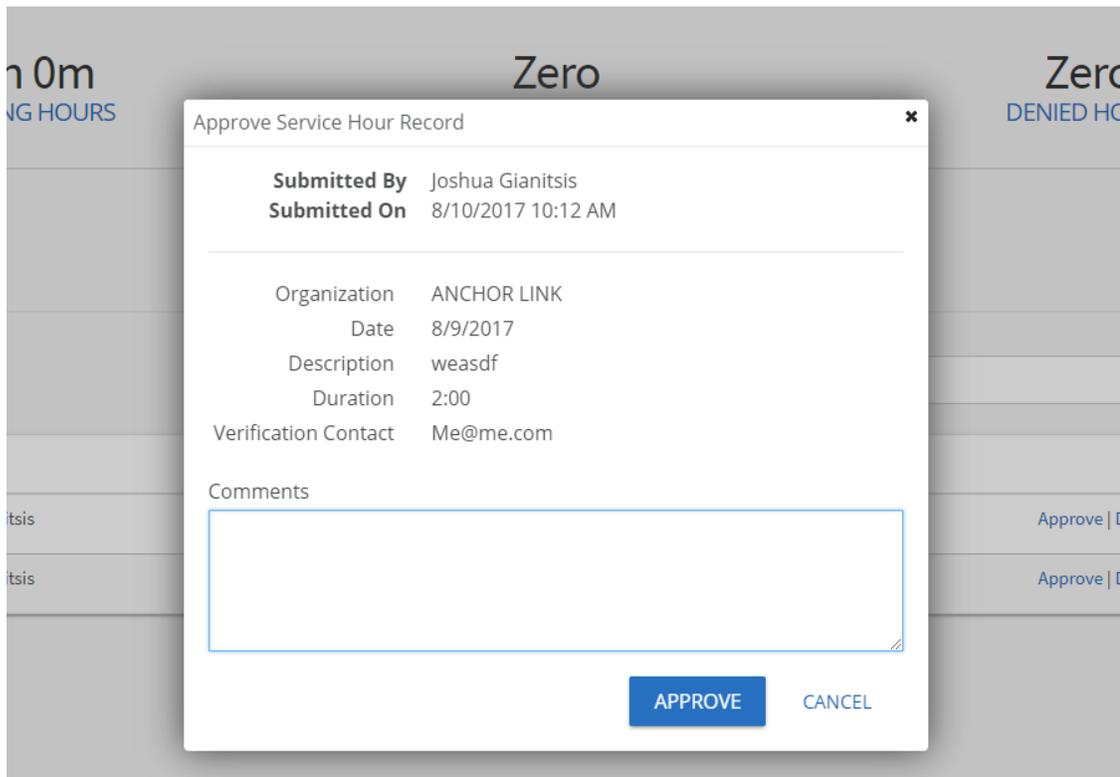
DENIED HOURS

PENDING
APPROVED
DENIED

DELETE SELECTED Search

Submitter	Date	Description	Duration	
<input type="checkbox"/> Joshua Gianitsis	8/9/2017	weasdf	2:00	Approve Deny

5. To approve hours, review the information provided; you will be able to view the entire description and verification information after clicking either **Approve** or **Deny**. A new window will open containing the submission details. Here you can provide comment and either approve or deny. It is your responsibility to only approve actual hands on community service (ex. Food bank, tutoring, park clean-up).



6. The total number of pending, approved or denied hours will update following each submission review.

Chapter Specific Programs

Chapters will have the opportunity to host their own chapter specific programs or engage their members in programs provided by their national organizations to fulfill requirements for specific tracks. This is an important way to ensure that the chapter is not over-programmed.

If you are creating a chapter specific program that is being facilitated by a national organization representative or from a department outside of the Vanderbilt Dean of Students Office, you are responsible for creating an event in Anchor link at least one week before. There is a new event category tag for Chapter Specific GME events. Click on this event category tag when creating the event. Follow up with an email to Kristin.torrey@vanderbilt.edu if you have not seen a comment regarding the GME status on your event approval. These programs will be added once a week to the GME curriculum.

Many campus partners within the Dean of Students office offer chapter specific programs Visit: http://www.vanderbilt.edu/greek_life/greek-experience/ in order to see the full list of offerings.

It is imperative that you diligently track attendance in the Anchor link event.

* Start Date: 12 Aug 2017 | * Start Time: 12:00 PM | * End Date: 12 Aug 2017 | * End Time: 01:00 PM

* Location: **ADD LOCATION**
Sarratt 207

+ ADD ANOTHER DATE

Event Details

* Show To: Anyone in the world

* Who can RSVP: Anyone

Maximum number of RSVP spots allowed:

Count guests against remaining RSVP spots
 Show remaining RSVP spots to public

Event Categories: **Chapter Specific GME Event**

Additional Information

Event Website URL (if applicable):

Student Employment Reflection:

Members who have jobs on or off campus can fill out the Student Employment Reflection. This includes members who are student teaching or completing HOD internships.

Fill it out here: <https://anchorlink.vanderbilt.edu/submitter/form/start/136812>

GME Credit for Greek Members participating in researching, independent study, teaching assistants with VU Faculty and/or engineering senior design project form should be filled out here: <https://anchorlink.vanderbilt.edu/submitter/form/start/136817>

Personal Reflection form:

Because all events are not submitted for approval for Greek Member Experience credit due to size, scope or sponsoring organization/department, you may complete this reflection form for credit consideration if you feel like an event that you attended fits within the Faculty Engagement, Healthy Behaviors, Community Impact or Personal Development tracks. These forms **MUST** be submitted within 2 weeks of the event and meet learning outcomes. Diversity & Inclusion experiences will be included in the Expanding Perspectives Reflection. This is a great way to capture your experience at a program sponsored by your academic department or when you attend a conference sponsored by your national organization. If you would like credit for attending a coaching appointment at the Career Center, you must fill out a Personal Reflection form, no automatic credit will be given for 17-18 for these appointments.

Fill it out here: <https://anchorlink.vanderbilt.edu/submitter/form/start/136818>

Other special considerations

In recognition for the time that members completing their HOD internship or student teaching spend away from campus and the impact they are making in the community through these roles, members that are completing these academic requirements during Fall 2017 or Spring 2018 will be eligible to earn one credit in the Community Impact track by completing this notification form:

<https://anchorlink.vanderbilt.edu/submitter/form/start/137581>

Contributions of more than \$20 to the Senior Class Fund will again be counted in the Community Impact track. Names will only be uploaded once per week.

The following groups will be added by Fall Break via University roster, no reporting from members is required:

- Resident Advisors (Commons = Faculty Engagement credit, Non-Commons = Campus Involvement credit)
- Vuceptors, Faculty Engagement credit
- Varsity Athletes, 1 Healthy Behaviors credit & 1 Campus Involvement credit
- ROTC, 1 Healthy Behaviors credit & 1 Campus Involvement credit
- Greek Member living in Mayfield, McGill or McTyeire, Faculty Engagement credit
- Greek Members serving on Commons and College Hall House Councils, Faculty Engagement credit (these will be updated in January as well)
- All members of non-Greek student organizations will receive 1 Campus Involvement credit as long as they are on the anchor link roster
- Abroad members will earn 1 credit in each track and are expected to write their Expanding Perspective Reflection about their experience, thus earning 7 total credits

Events in a Series

Some events are included as part of a series where events that are similar are grouped together and you can only earn one credit for participation in any of the events in that specific series/bucket. This includes: athletic events, chapter sponsored philanthropic events, yoga/meditation, campus-wide fundraisers, cultural exposure experiences, comedy and arts performances, etc.

Viewing Eligible Experiences & Tracking Progress

Members will be able to view details for all eligible events/opportunities and track their progress through the “Paths” dashboard of Anchor Link. Students can access the Greek Member Experience by logging into Anchor Link (anchorlik.vanderbilt.edu) and clicking on the name of the program under “Paths on your home page.

GME events are included as a filter on the Vanderbilt app! Download the app now and with 3 clicks, you will see all of the upcoming GME events.

1. Click on “Events”
2. Click on “Filters”
3. Choose “Greek Member Experience” ONLY

The Office of Greek Life will continue to send a weekly email on Mondays with the GME events for the next 10 days to chapter presidents, Panhellenic delegates, all council officers and any other officer or group that requests to be included.

Action Steps & Best Practices for Chapter Leaders

- Lead a presentation about the Greek Member Experience for your membership in your first couple chapter meetings of the year to review your 17-18 Action Plan. Make sure to discuss full participation and representing the chapter well at all events.
- Provide a weekly update at chapter or via e-mail highlighting upcoming GME events
- Have all members download the Vanderbilt app to be able to view GME event easily
- Allocate 5-10 minutes in designated chapter meetings to have members log their community service hours in Anchor Link on their phone
- Review and approve community service hours submitted by chapter members on a weekly basis
- Review GME progress reports to ensure your members are on track to complete the program proving chapter incentives and accountability measures to help members stay on track
- Reach out to chapter members who are not actively engaging in the program
- Identify tracks where your total membership is struggling and consider hosting a chapter specific program for this track or encouraging large group attendance at specific events included in that track
- Host at least one Faculty Engagement program during the year that is registered as a chapter specific program to be included in GME
- Register all chapter specific programs to be included in the Greek Member Experience at least 1 week before and diligently track attendance
- Submit the Community Impact Initiative form within 3 weeks of any chapter sponsored initiatives including philanthropic events, benefits, drives (clothing, blood, food, bone marrow, etc.) that is not a reflected in our community service hour collection.
- Ensure the chapter judicial/standards board attends training hosted by the Office of Student Accountability which will occur twice in the fall semester and twice in the spring semester
- Create and send alumni e-newsletters/mailings/emails at least twice each year
- Ensure that the chapter is properly registered and attends all leadership opportunities afforded by their national organization
- Host an event at Homecoming for alumni/ae members
- Have a scholarship program that promotes academic achievement and support for members
- Meet regularly with chapter advisors, setting shared expectations for engagement and showing appreciation for their involvement
- Promote responsible behavior, common sense and compliance with all local, state and federal laws, Vanderbilt policies, or governing council and respective national organization risk management and new member education policies