

 Campus Activities and

 Corey Union **FRATERNITY/SORORITY ANNUAL REPORT**

**Due Date: Monday, May 2, 2016**

Organizational Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Year 2015 - 2016

Name and Position of Person Submitting Report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No. of Active Members: \_\_\_\_

The College is looking for accurate and complete information in these reports. The required information can be presented in list or paragraph form and can change for each question. Share the responsibility of compiling this information with the appropriate chapter officers. It also recommended that presidents refer to the annual report from the preceding year for guidance. Reports should include activities and information relevant to the academic year cited above. Reports should also include any awards that the organization might have received at organizational conclaves, conventions, conferences, etc. that took place the preceding summer or over the Winter Break. Questions should be directed to Sandra Wohlleber, Associate Director of Campus Activities and Greek Affairs.

Annual reports should cover the areas listed below:

1. **Academic and scholarship activities and achievements** (Organizational and/or individual)

Examples: Dean’s List, President’s List, Honor Societies, Highest Chapter GPA, etc.

Please note that for members who join in Spring 2016, their achievements for the preceding Fall should NOT be included.

1. **Individual and/or chapter special recognition**

Examples: Awards received at Convention or given out by the College (leadership, Greek Honors, EOP honors, etc.)

1. **Community Service**: Include activity, date, participation information, and number of hours

Example: *Chill-A-Bration* on February 22, 2014; 7 members for 2 hours each OR 7 members for a total of 14 hours

1. **Philanthropy**: Include amount of money raised for which charities/causes and when

Example: Sold pinwheels for Prevent Child Abuse America from April 12 – 14, 2014; Raised $300.25

1. **Financial Management:** Basic information: Are all dues paid, any money owed (National, vendors, etc.), any major changes in how group conducts financial business and how said changes are/are not working out
2. **Leadership/Membership Development**: Programs attended, facilitated, etc.

Example: Regional conferences, conclaves, conventions, workshops, College functions, Club officers, etc.

1. **Recruitment and New Member Education/Intake Process**

Example: Number of people in each semester’s class/line, retention numbers, programming revisions, challenges faced, etc.

1. **Social Activities**: See specifics under Item #3
2. **Alumni Relations and Public Relations**: How does chapter/colony stay connected, promote themselves, etc.
3. **Relationship with the College**

This applies not only to the College’s Greek Advisor but also to other departments, programs, SUNY Cortland advisors, etc.

1. **Miscellaneous:** Anything else worth mentioning that may not fit in elsewhere