

# Chapter Academic Tips

## Environment

- Enforce quiet hours.
- Maintain a clean, substance-free learning facility.

## General

- Develop incentives for academic improvement, such as merit based scholarships. Utilize the chapter's scholarship fund established through the Sigma Phi Epsilon Educational Foundation.
- Ensure all members go to class, sit in the front rows, and participate in discussions.
- Establish an academic mentoring program, pairing brothers having similar majors/classes.
- Establish regular study hours at the library where mentors and mentees can study together. This is a set room for Sigma Phi Epsilon at given hours on given days of the week. Keep track of mentor/mentee study hours via a sign-in sheet.
- Have each member of the chapter determine his GPA goal for the academic term. Make a list of the members' goals, post it in the chapter facility, and distribute a copy to the chapter. By polling each member for his academic goal, the chapter can determine its actual GPA goal.
- If the chapter has a Faculty Fellow, meet regularly during his/her office hours in the chapter facility. Work together to achieve the members' academic and personal development goals. If not, recruit a Faculty Fellow.
- Incorporate campus tours and orientation clinics for new members. Show where the library and academic services are and how to use them as a resource.
- Post the chapter GPA goal in the chapter facility.
- Post a list of members with GPAs above a 3.0. Recognize them at the scholarship banquet. Honor brothers with a 3.5 GPA and higher with a Beyond Phi Beta Kappa Award by engraving their names on a plaque.
- Prompt chapter members to set academic and personal development goals and develop action plans each term, as suggested in The Quest. Make sure chapter members write down their three written goals with individual steps to achieve, signed by each mentor.
- Set up study teams. Divide the chapter members into groups of five. Teams should be random. Give each team a name, post a copy of the teams on the chapter's bulletin board, and distribute a copy to all members. The team with the highest combined GPA at the end of the semester should win a prize. Update the team standings as the term goes on.
- Use campus learning centers and tutoring.

## Programming

- Host professors, campus professionals, or outside speakers to address the chapter on study skills and time management.
- Participate in an early year, goal-setting retreat. Key elements to a successful retreat are: (1) having the retreat away from the chapter facility; (2) allotting enough time at the retreat to cover all pertinent issues; (3) employing the use of an outside facilitator; (4) setting written, dated, and attainable goals on which the chapter is expected to follow through.

- Plan a regular scholarship awards banquet.
- Plan social functions to recognize academic achievers.
- Plan weekly Sound Mind/Sound Body activities to keep the chapter mentally and physically fit. Send out an email every week to the chapter listing these activities. Include related activities happening around campus.
- Sponsor a facilitated career night. Topics include: how to land a career in \_\_\_\_\_, improving your résumé, and entering graduate school.
- Sponsor a faculty reception each year. Deliver invitations in person.
- Sponsor a “97 Club”—take chapter members out to dinner when they get a 97% or higher on an exam or paper.

### **Recruitment**

- Profile ideal new members and strategically recruit them. Look for potential new members with above a 3.0 GPA.
- Use the Balanced Man Scholarship when recruiting.

### **Standards**

- Establish a 2.5 club for members on academic probation. Raise this GPA if the chapter minimum is higher. This involves supervised study hours/study buddies and grade reporting to the Standards Board for the academic term.
- Expel brothers not meeting the minimum chapter academic or behavioral standards.
- Set the minimum academic requirements for membership at a 3.0 GPA.