

## CHI PHI

Accreditation Report  
2017-2018

### Leadership & Member Development

- Chi Phi developed a ritual committee led by the chapter historian. This new committee was tasked with improving attendance at chapter rituals through positive incentives as well as negative consequences. The chapter witnessed an increase in attendance at every ritual.
- The chapter had two executive board members attend Chi Phi Congress. Participants united with brothers across the county to discuss topics such as event planning, recruitment strategies, and ritual proficiency. Additionally, executive board and general members attended the Regional Leadership Alliance and then followed up at chapter meetings with relevant learnings.
- The committee recommends that the chapter engage members in leadership development opportunities outside of those provided by National Headquarters (i.e. Undergraduate Interfraternity Institute, LeaderShape, Association of Fraternal Leadership and Values annual conference).
- Chi Phi was intentional in strengthening officer transition efforts. Transitions involve five phases: education, hands-on learning, a transition meeting, a transition of power and follow-up. The goal of these changes is to increase accountability and likelihood of success. The committee considers the chapter's comprehensive approach to transitions a best practice.
- The chapter followed a four-week new member education plan recommended by National Headquarters. Chi Phi strived to increase efficiency and transparency during new member education while also ensuring the safety, support and transition of new members. The chapter's faculty advisor, Professor Sinclair, sent a formal letter to parents and families of new members in order to increase proactive communication.
- Chi Phi members practice leadership across campus including The Gryphon Society, club sports and Lehigh Democrats. This year one member served as secretary of the Interfraternity Council (IFC) while another served as president of Student Senate. Additionally, two members will serve as the Recruitment Chair and Treasurer of the 2018-2019 IFC executive board.
- The committee commends Chi Phi for progress made in spreading leadership across general membership while also challenging the executive board to further explore shared responsibility as it pertains to chapter operations.
- The chapter focused on continuing member education by hosting an alumnus to facilitate conversations on two separate occasions. In the fall, the chapter participated in a dialogue which likened fraternity management to running a business in which general members were challenged to serve as a system of checks and balances to the executive board. In the spring, members engaged in learning more about the history of the local chapter and Chi Phi's legacy at Lehigh.

#### Chapter Development Question for 2018-2019:

- **What opportunities exist for Chi Phi to gain feedback from general membership in order to further infuse leadership across the chapter?**

In the area of **Leadership & Member Development**, the committee rated Chi Phi to be an **Accredited with Excellence Chapter**.

## **Organizational Operations**

- The chapter developed a crisis management protocol in response to an incident that occurred in the fall. This incident caused chapter leadership to reflect on the importance of mental health and incorporate support for brothers experiencing mental health concerns into chapter bylaws. The committee considers this a best practice.
- Chi Phi sustained the chapter standards system developed last year in collaboration with the Office of Student Conduct and Community Expectations. The standards board consists of a brother from each member class. This group is also tasked with recognizing when the fraternity morale is high and behavior has been collectively upstanding in order to tap the brotherhood chair to put together a rewarding event.
- The chapter created a general member representative role to combat lack of transparency between the executive board and general membership. The committee recommends exploring the possibility of opening up executive board meetings to general membership rather than creating another leadership title.
- The committee commends the chapter for thinking through mental health challenges and urges the chapter to think through this learning across other areas of prevention and intervention (i.e. alcohol use, bystander intervention).
- Chi Phi increased financial transparency within the chapter. The treasurer began a new initiative in which he brought chapter account statements and budget updates to weekly meetings to notify members of where funds were being used.
- The chapter placed a heavy emphasis on recruitment in fall and spring semesters and were able to initiate thirteen men. While the committee believes Chi Phi understands the importance of bringing in quality men, there doesn't appear to be a plan of action on how to build meaningful connections with recruits.
- Chi Phi hosted the second annual Alumni Active Retreat during the fall semester. The focus of this retreat is to set goals and prepare the chapter for Accreditation. Chapter members divided up into breakout groups aligned with each metric in order to discuss chapter performance and then returned to large group to share key observations.

### **Chapter Development Question for 2018-2019:**

- **How can the chapter utilize mental health learnings to engage the fraternity and sorority community around this topic?**

In the area of **Organizational Operations**, the committee rated Chi Phi to be an **Accredited Chapter**.

## **Community Service & Engagement**

- Chi Phi volunteered 538.25 hours of service, averaging 12.82 hours per brother, and raised over \$2,000 for various causes and philanthropies in the fall 2017 semester. This exceeds the chapter requirement of 10 hours per semester per brother as well as the national requirement of five hours per semester per member. In the spring the chapter completed nearly 486.75 service hours, averaging 9.21 hours per brother, and raised \$2,055.
- The chapter invited Chief Schiffer of the LUPD to lunch at the house to build a relationship with the chapter. This conversation was focused around improvements to the Lehigh

community and how the chapter can serve as a key player in building community between Greeks, non-affiliated students and South Bethlehem.

- Chi Phi had zero conduct cases through the Office of Student Conduct and Community Expectations. This feat is a stark contrast to past performance and fraternities at the local or national level. Chapter leadership reflected on this accomplishment as not just by chance but indicative of a genuine shift in culture.
- The chapter participated in multiple campus and local philanthropic events including Zeta Tau Alpha's Think Pink Week, Alpha Epsilon Pi's Southside Sunday Cleanup, Kappa Delta's So You Think You Can Dance, Dance Marathon, Adopt-A-Family and Relay for Life.
- Chi Phi made strides to be more reflective and understanding of broader cultural issues. The chapter president instituted 10 minute discussion blocks at the beginning of every chapter meeting. This time was used to focus on topics including gun control, mental health, federalism and much more.
- The chapter continued their Project Learn program with The Boys and Girls Club of Bethlehem. Chi Phi partnered with Kappa Delta in order to expand the number of tutors available at Donegan Elementary School. Students participating in the program had noticeable increases in standardized test performance and social behavior within the classroom. The committee recommends working with Community Service Office to navigate issues with background checks.
- Chi Phi received two off-campus noise violations through the Interfraternity Council Judicial Committee (IJC). The chapter was required to meet with executive members of the IFC to talk through what went wrong with the event and how Chi Phi could better manage risk for future events.
- The committee commends Chi Phi on continuing to strengthen relationships with the Briarfield Association. Alumni have been incorporated into multiple chapter functional areas including ritual, new member education, budgeting, etc. Additionally, the chapter sent out a semesterly newsletter to alumni providing updates on community service, professional development and chapter occurrences.
- The chapter leadership responded to a request from chapter members to more proactively share out community service and philanthropy efforts by creating a thread on the chapter Facebook page that communicates the date, time, and location of each opportunity.

#### **Chapter Development Question for 2018-2019:**

- **How does Chi Phi provide opportunities for members to reflect on the impact of participating in service opportunities?**

In the area of **Community Service & Engagement**, the committee rated Chi Phi to be an **Accredited with Excellence Chapter**.

#### **Academic & Intellectual Advancement**

- Chi Phi was ranked 12<sup>th</sup> out of 15 Interfraternity Council chapters in the fall 2017 semester with a GPA of 2.97, a decrease of 0.12 from the spring 2017 semester. The 2.97 GPA placed the chapter below the All Fraternity and All Greek average.
- Chi Phi was ranked ninth out of 14 Interfraternity Council chapters in the spring 2018 semester with a GPA of 3.05, an increase of 0.08 from the fall 2017 semester. The 3.05 GPA placed the chapter at the All Fraternity average.

- Chi Phi's fall 2017 new member class GPA was 2.31 ranking seventh out of nine Interfraternity Council chapters. The new member class GPA was 2.57 for spring 2018 ranking 13<sup>th</sup> out of 14 Interfraternity Council chapters.
- Chi Phi had 13.3% of the chapter on the Dean's List in the fall 2017 semester and 18.5% on the Dean's List in the spring 2018 semester.
- The chapter continued to utilize Professor Sinclair as a faculty advisor. Sadly, Professor Sinclair is retiring and the chapter hosted a barbecue to celebrate his 45 years of service to the chapter. The committee is thoroughly impressed with the chapter's ability to sustain this relationship and now urges the chapter in seeking out a new faculty advisor.
- Chi Phi created a Psi chapter reading list in order to stimulate intellectual development amongst the chapter. The list was started as a passion project by one of the members and includes over 55 books. The committee recommends further expanding upon this and starting a book club or discussion group.
- Chi Phi provides various incentives for academic achievement. The chapter hosts an annual academic dinner in which brothers who achieved a cumulative GPA above the all-Greek average are invited to attend. Additionally, the chapter awards scholarships to the highest GPA per member class as well as most improved GPA in the chapter.
- The chapter invited staff from The Center for Career and Professional Development to provide a resume workshop that included the dos and don'ts of resume building. Chi Phi also used this time to peer-review one another's resumes.
- The committee believes that an area of development for the chapter is incorporating campus resources to equip academic bigs to better mentor younger members of the same major.
- Chi Phi hosted an alumnus of the chapter to share about his experience working for Ernst and Young. The time was also spent discussing interview strategies, resume building, networking, public speaking, and how to present oneself in a professional manner.

#### **Chapter Development Question for 2018-2019:**

- **How can the chapter further develop a culture of intellectual curiosity within Chi Phi?**

In the area of **Academic & Intellectual Advancement**, the committee rated Chi Phi to be an **Accredited Chapter**.

#### **Facilities Management**

- Chi Phi had no common damages for 2017-2018.
- Chi Phi managed openings and closings with no issues.
- Chi Phi passed life safety inspections and fire drills with zero violations
- The chapter did not successfully meet occupancy for the spring semester. The committee recommends that the chapter establish live-in expectations with upperclassmen.
- Chi Phi invested in multiple facility improvements including the purchase of a new washer and dryer, installing new blinds throughout the house, and an outdoor grill for the chef.
- The chapter developed a new officer position tasked with overseeing green initiatives and educating brothers on how to live more sustainably. The new Green Chair participates in the Eco-Reps club and brings information back to the chapter.

- Chi Phi members constructed basketball-like backboards to attach to all recycling bins in the chapter facility. This initiative was to help inspire brothers to recycle more frequently. A waste audit conducted by brothers concluded that only recyclable material was placed in recycling bins.
- The chapter made it a goal to conduct three major cleaning projects per semester. Brothers were divided up and assigned to separate areas of the house that are typically neglected. This is in addition to the chapter waits system, nightly cleans, and Sunday deep cleans.

#### **Chapter Development Question for 2018-2019:**

- **What responsibility do all chapter members have to help the fraternity meet occupancy?**

In the area of **Facilities Management**, the committee rated Chi Phi to be an **Accredited with Excellence Chapter**.

#### **Overall Rating**

**Overall, Chi Phi has been rated an Accredited with Excellence chapter by the 2017-2018 Accreditation committee.**

Chi Phi continued forward movement in the 2017-2018 year. The committee applauds the chapter for development in member accountability and service initiatives. Chi Phi models the way for what partnerships with local agencies can look like. While the chapter has earned Accredited with Excellence, sustainability will be key to continue the journey of cultural change. The committee recommends focusing on leadership development and buy-in from across the membership. Chi Phi has made great strides and the committee looks forward to seeing the chapter further reflect on learnings in order to set the stage for what a fraternity could and should look like at Lehigh.

**The Accreditation committee assigns Chi Phi an overall rating of Accredited with Excellence, which exceeds expectations set forth by Lehigh University. The chapter excels in multiple metrics, making valuable contributions to the Greek and Lehigh communities. Congratulations!**

#### **Chapter Development Questions**

- What opportunities exist for Chi Phi to gain feedback from general membership in order to further infuse leadership across the chapter?
- How can the chapter utilize mental health learnings to engage the fraternity and sorority community around this topic?
- How does Chi Phi provide opportunities for members to reflect on the impact of participating in service opportunities?
- How can the chapter further develop a culture of intellectual curiosity within Chi Phi?
- What responsibility do all chapter members have to help the fraternity meet occupancy?

#### **Best Practices**

- Chi Phi was intentional in strengthening officer transition efforts. Transitions involve five phases: education, hands-on learning, a transition meeting, a transition of power and follow-

up. The goal of these changes is to increase accountability and likelihood of success. The committee considers the chapter's comprehensive approach to transitions a best practice.

- The chapter developed a crisis management protocol in response to an incident that occurred in the fall. This incident caused chapter leadership to reflect on the importance of mental health and incorporate support for brothers experiencing mental health concerns into chapter bylaws. The committee considers this a best practice.