The Scholarship Committee

The scholarship committee assists the scholarship chair in carrying out the responsibilities of the office. Each member of the committee should have assigned duties to complete.

The committee should be chaired by the scholarship chair and should include a representative from each class (freshman through senior), the new member educator, and the scholarship/faculty advisor. If you do not wish to follow this, you may use this sheet as a guideline for how to complete your job as the scholarship chair and if you have a committee or positions that fall under you, this can give you ideas on what you can do.

Once organized, the committee could follow this general outline:

I. Evaluate the chapter's past and current performance, including trends, chapter atmosphere, study facilities available to the chapter, relative standing among campus fraternities or sororities or in comparison to the all-men's or all-women's average.

2. Identify specific causes of poor scholarship and enlighten the chapter regarding these problems.

3. Formulate a strategy which includes chapter scholarship goals, remedial measures, and incentives, and which assigns specific individual responsibilities.

4. Submit the plan for chapter approval. People tend to support what they help create! If you can sell your plan to the chapter, and each member has a voice in the plan’s adoption, you will likely get more commitment. If you already have a plan, reevaluate it’s performance using the chapter scholarship evaluation that can be found at <http://www.missouristate.edu/activities/23430.htm> by clicking on the link labeled Chapter Scholarship Evaluation form. Then you can amend the plan and then submit to the chapter for approval.

5. Implement your chapter plans immediately! Keep the chapter informed!

6. Evaluate continually, adding new ideas and techniques. Analyze failures as well as successes.

**Specific duties of the scholarship committee include the following:**

1. Developing programs and policies for the entire chapter:

a. Study recommendations

b. GPA goals and methods to attain them

c. Quiet hours

d. Study and project work areas

e. Monthly presentations at chapter meetings

2. Developing programs to help new members with academics:

a. Study recommendations

b. GPA goals and methods to attain them

c. Study halls or study tables

d. Academic orientation workshop (time management, study skills, stress management)

e. Method to monitor academic progress

f. Have big sister assist them in academics

3. Establishing incentives and awards

a. Weekly, monthly, or end of term motivations

b. Semesterly/quarterly recognition and awards (at least one recognition event should be scheduled each

term)

4. Plans for members below bylaws minimum requirement

a. Individualized study programs, study halls, tutoring, etc.

b. Plans coordinated with chapter social chairman

c. Meetings to help with academic progress

Chapter advisors and other alumni/ae can be of real assistance by providing guidance and advice and by creating incentives through room and board discounts, cash scholarships, or other prizes.

Use the services of your college or university as well. Nearly every campus has professionals who will work with your chapter in the areas of study skills, rapid reading, tutorial programs, or career counseling. Try the counseling and testing center on campus, the career center, and writing center for programs. Go to the educational programming link and study skills link at <http://www.missouristate.edu/activities/23430.htm> for a description of these resources, time schedules, and program ideas!

The scholarship committee might consider the following:

-Interviewing initiated members and new members having scholastic difficulty, assessing their academic progress, analyzing their problems, and offering suggestions for improvement.

-Assisting in evaluating the academic potential of new members.

-Planning and presenting chapter programs with educational value

-Organizing a scholarship bulletin board somewhere within the chapter house. This board might contain pertinent dates such as the last day to sign up for a pass-fail or the last day to drop a class, congratulatory scholarships, handouts regarding study hints, etc.

-Setting up a chapter resource library of textbooks, reference books, encyclopedias, course evaluation sheets, etc.

-Establishing a scholarship banquet each semester or participating in one

These are just a few ideas on how to utilize your resources as the scholarship chairman!