STEP 1: Establish the Facts
Before moving forward, it is important to know where you are. Be sure that you know all the facts of your chapter, and make sure these facts are known to all members of your chapter. Consider GPA requirements for new and active members and target GPAs, as well as your chapter's academic history.

Step 1 is to be completed by the chapter’s scholarship chairperson prior to the initial meeting with their governing council’s Vice President of Scholarship.

1. Minimum GPA to be considered for membership: _________________________________
2. Minimum GPA for new members: _____________________________________________
3. Minimum GPA for active chapter members: _________________________________
4. Minimum GPA for chapter officers: _________________________________
5. GPA Benchmark for Good Standing: _________________________________________
6. New Member Current GPA: _______________ Target GPA: ______________________
7. Active Chapter Current GPA: _______________ Member Target GPA: ______________
8. Current GPA: ______________________ Target Chapter GPA: _______________________

How are academic expectations communicated to your chapter? What is the GPA range in your chapter? (i.e. Are most members thriving or struggling, or is there an even balance?)

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Do you have an inter/national scholarship plan or recommendations? What does it include?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
How does your inter/national scholarship plan help new members? Active members? Those above and below the good standing benchmark?

__________________________________________

__________________________________________

__________________________________________

After Step 1 has been completed, the chapter must contact their governing council’s Vice President of Scholarship to schedule a brief meeting before proceeding with Step 2.
Step 2: Assess the Culture
Now that we have established the academics of your chapter, it is important to assess the culture of your chapter. Consider the factors that affect academics, and what role you and your chapter play.

Step 2 is to be completed by chapter’s scholarship committee/team after completing a chapter-wide academic activity and after meeting with your governing council’s Vice President of Scholarship. A sample activity to help your chapter understand its academic culture is found in Appendix B.

What factors affect or hinder the academic culture of your chapter?

1)________________________________________________________________________________

2)________________________________________________________________________________

3)________________________________________________________________________________

Factor #1: _______________________________________________________________________

How does this factor affect academics?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Who influences this factor?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

How can this factor be changed to improve academics rather than hinder?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

What is a good first step of action to make this change?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
Factor #2: __________________________________________

How does this factor affect academics?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Who influences this factor?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

How can this factor be changed to improve academics rather than hinder?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

What is a good first step of action to make this change?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Factor #3: __________________________________________

How does this factor affect academics?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Who influences this factor?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
How can this factor be changed to improve academics rather than hinder?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

What is a good first step of action to make this change?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Upon completion of Step 2, chapters must contact their governing council’s Vice President of Scholarship prior to proceeding to Step 3.
Step 3: Brainstorm a Plan
Below are a few questions to consider when determining where your chapter is presently and where you would like to see it go. Remember, a culture change or GPA change can feel more like turning the Titanic rather than a speed boat.… slow, steady persistence is required.

Step 3 is to be completed with the governing council’s Vice President of Scholarship as well as a representative from the Learning Center and Office of Student Life.

What are the most significant factors regarding your chapter’s academic achievements?
1) __________________________________________
2) __________________________________________
3) __________________________________________

How would you describe the academic culture within your chapter? Consider academic priorities with respect to grade, campus involvement, chapter involvement, etc.
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Who could support your efforts to achieve those goals and change the academic culture?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

How can you as the scholarship chair support individual academic achievement?
1) __________________________________________
2) __________________________________________
3) __________________________________________
4) __________________________________________
How can you as the scholarship chair support your chapter’s academic achievement?

1) 

2) 

3) 

4) 

Develop academic goals for your chapter over the next 1—3 semesters.

1) 

2) 

3) 

4) 

Other chapter needs or challenges

1) 

2) 

3) 

4) 

5) 

Based on the information you brainstormed above, begin setting goals. The goals should be 'S.M.A.R.T.' goals (Specific, Measurable, Achievable, Realistic, and Timely).

**Academic Goals**

These should be large-scale goals, such as GPA goals and culture changes.

1) 

2) 

3) 

4)
Step 4: Finalize The Plan
Outline the steps needed to achieve your Individual and Academic Achievement Plan Goals from Step 3 for each month, and record them in the attached calendar pages. Consider when you should introduce various changes and individual academic support programs, and be sure to include specific dates.

Step 4 is to be completed with chapter leaders after reviewing Step 3.

Chapter Goals:
January: __________________________________________________________
________________________________________________________
February: _________________________________________________________
________________________________________________________
March: ___________________________________________________________
________________________________________________________
April: ____________________________________________________________
________________________________________________________
May: _____________________________________________________________
________________________________________________________
August: __________________________________________________________
________________________________________________________
September: ______________________________________________________
________________________________________________________
October: _________________________________________________________
________________________________________________________
November: _____________________________________________________
________________________________________________________
December: _______________________________________________________
**Individual Goals:**

January: ____________________________________________________________

February: __________________________________________________________

March: _____________________________________________________________

April: ______________________________________________________________

May: ________________________________________________________________

August: ______________________________________________________________

September: __________________________________________________________

October: _____________________________________________________________

November: __________________________________________________________

December: __________________________________________________________


Upon completion of Step 4, you must contact your governing council’s Vice President of Scholarship in order to receive approval of goals determined by chapter leaders.
Step 5: Track Your Plan

In addition to tracking the progress of your own goals, it is important to track the progress of individuals. Consider making an Excel sheet that reflects individuals’ efforts every month, and if they met all components of their individual study plan with you. It could look something like the following:

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Attended 1:1?</th>
<th>Completed Study Hours?</th>
<th>Attended Program/Workshop?</th>
<th>Met with Professors?</th>
<th>Study Plan Completed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gabby Greek</td>
<td>Yes</td>
<td>No; 30/40 hrs</td>
<td>Yes</td>
<td>Yes, only 1</td>
<td>No</td>
</tr>
<tr>
<td>Grant Greek</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes, all</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Step 5 is to be completed by chapter leaders after receiving approval from your governing council’s Vice President of Scholarship to proceed beyond Step 4.

Now you have the opportunity to create your own tracking plan based on your chapter’s needs. First identify who needs to be included in the tracking plan, and then consider the following topics to include in your tracking plan.

Who does your chapter need to hold accountable? Consider new members, those in poor standing, those below a certain benchmark, the entire chapter, etc.

_________________________________________________________________________________

_________________________________________________________________________________

Do you hold 1:1s with members? Would this be beneficial for your to track? Why or why not?

_________________________________________________________________________________

_________________________________________________________________________________

Do you require study hours? Would this be beneficial for you to track? Why or why not?

_________________________________________________________________________________

_________________________________________________________________________________
Does your chapter require attendance at academic workshops or programs? Would this be beneficial for you to track? Why or why not?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Does your chapter require members to attend office hours? Would this be beneficial for you to track? Why or why not?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Does your chapter require members to complete a study plan? Would this be beneficial for you to track? Why or why not?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Does your chapter enforce sanctions for not meeting certain standards (i.e. restricted social privileges)? Would this be beneficial for you to track? Why or why not?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Does your chapter reward excellent academic performance (i.e. an A on an exam)? Would this be beneficial for you to track? Why or why not? Do you reward B’s? Why or why not? Should you be?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Does your chapter have a way to monitor class attendance? Would this be beneficial for you to track? Why or why not?
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
Upon completion of Step 5, please communicate your ideas via email or in person with your governing council’s Vice President of Scholarship.
Step 6: Assess & Revise Your Plan

Please reflect upon the Greeks Achieving Academically Program and academic changes you implemented this semester/year.

*Step 6 is to be completed with your governing council’s Vice President of Scholarship, as well as a representative from the Learning Center and Office of Student Life.*

What worked well? Why? What feedback did you receive?

_________________________________________________________________________________

_________________________________________________________________________________

_________________________________________________________________________________

What didn’t work as well? Why do you think that is? What feedback did you receive?

_________________________________________________________________________________

_________________________________________________________________________________

_________________________________________________________________________________

How has the academic culture with your Chapter changed?

_________________________________________________________________________________

_________________________________________________________________________________

_________________________________________________________________________________

What is one example of an academic success within your Chapter as a whole AND one individual chapter member success story?

_________________________________________________________________________________

_________________________________________________________________________________

_________________________________________________________________________________
Brainstorm new academic goals for next year.

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________