



CHAPTER REPORT SCORING RUBRIC

| CHAPTER REPORT ELEMENTS | POINTS |
|---|--------|
| Cover Page – 5 points each | |
| Chapter name | |
| Region | |
| Location | |
| College/University | |
| Table of Contents – 15 points total | |
| Chapter Information – 5 points each | |
| Officers | |
| Address | |
| Contact information | |
| Email address | |
| Social media | |
| Website | |
| CSAF – 20 points | |
| PIAs (photos/flyers summary of events) – 5 points each event in each promram | |
| B&BB | |
| Social Action | |
| Education | |
| Sigma Beta Club | |
| Scholarship & Academic Achievement – 5 points | |
| Academic performance of advised chapters | |
| Presentations & learning opportunities at chapter meetings | |
| Academic demographics (degrees) | |
| Recognize post-graduate commencements | |
| C – List GPAs | |
| C – Scholarships received | |
| C – Special academic awards/achievements | |
| C – Graduating members | |
| Membership Growth & Retention – 5 points each | |
| Chapter roster | |
| Chapter members' careers/demograpics | |
| New initiates | |
| Transferred members | |
| Collegiate to Alumni | |
| Membership growth strategies, goals, & results | |
| Stats for growth | |
| C – Indicate classification & goals | |



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|---|--|
| Chapter Operations – 5 points each | |
| Chapter Meetings | |
| M.D.I. / State Conference | |
| WRC Attendance | |
| WRFBM Attendance | |
| Chapter management workshop | |
| Parliamentary Procedure Workshop | |
| MIP Certification | |
| Conclave Attendance (minimum of 3) | |
| Collegiate Advisors University Certification (CAU) | |
| Risk Management – 5 points each | |
| RM At-A-Glance (Sigma LMS) | |
| Anti-Hazing class/Certification | |
| Chapter Liability Insurance | |
| SBC Best Practices | |
| Special Projects, Activities, & Events – 5 points each | |
| Golf tournament | |
| Social Events | |
| Galas | |
| Sigma/Zeta Events | |
| Founders' Day Celebration | |
| Rededication Ceremony | |
| NPHC Events | |
| Chapter Report – Score 0 to 20 points for each | |
| Overall organization | |
| Presentation | |
| Attractiveness | |
| Creativity | |
| Relevance | |
| Use of photos (quality, resolution/sharpness) | |
| Use of Charts & Graphs | |
| Branding Compliance | |

Total: