

Mortar Board National College Senior Honor Society **Leading LEADERS** a resource for chapters and advisors

DECEMBER 2014

December brings cold weather (for some of us!), exam cramming and time with loved ones. It is also a great time to recharge and recommit to the goals your chapter set out to achieve at the beginning of the year. As you plan 2015, review the goals you set for your Mortar Board chapter. What will make the upcoming months successful? How can you have fun and serve your alma mater through Mortar Board? How are selection plans moving and which new members will carry your chapter's success forward? Remember the charge your chapters were given at the 2014 National Conference!

Mortar Board National College Senior Honor Society
Scholars...Chosen for Leadership...United to Serve

You now guard Mortar Board's Ideals and Purpose on your campus.

Mortar Board charges you to serve Mortar Board and to serve your campus through Mortar Board.

1. Make your chapter relevant.
2. Commit to serve your institution in meaningful ways.
3. Select the very best scholar-leaders to follow you.

HOLD HIGH THE TORCH



NEWS

SPECIAL NATIONAL CONFERENCE TO BE HELD IN JANUARY

National President Marty Starling, with the Mortar Board National Council's approval, has called a Special National Conference (SNC), pursuant to the Bylaws of Mortar Board, Inc., Article V, Section 3.1. The conference will be held virtually (by conference call) on three dates: January 22, 24 and 25. The purpose of the conference is threefold. The first is to find out how chapters are doing and share stories of chapters' successes. It is really exciting to touch base with everyone on the call. Second is to let chapter leaders discuss plans for selection, tapping and initiation, as well as other chapter management ideas and questions, like officer transition. Third is to introduce the slate of officers for the National Council and discuss proposed amendments to the Bylaws. The slate and amendments will be available for review in early January.

Determine which of your members plans to attend the SNC. Remember, it's a conference by telephone call. It's held three times to ensure that each chapter attends at least one meeting. Chapter leaders may call in to any one of the three conferences—some members call in all three times! Make sure you have one official delegate to the SNC. The chapter president is encouraged to serve as the official delegate; but if that is not possible, name another officer or leader to be the official delegate.

Register your official delegate no later than noon (Eastern) January 21. Try to get several officers to join the calls -- just one meets the requirement, but more members is better! There is a voting component to the SNC, so you should find out if your chapter is eligible to vote. Your chapter is eligible if all of your chapter fees for the calendar year 2014 are paid in full. Email mortarboard@mortarboard.org if you are not sure of your chapter's eligibility.

Notify your chapter members of the SNC. Be sure to inform all your chapter members of the dates of the SNC, and make them aware of the issues at hand. Every chapter must have one official delegate, all members may participate in the virtual SNC conference calls. The top three chapters with the greatest number (per capita) of members who attend at least one complete session of the SNC will receive a \$100 credit toward their 2015 conference fee payment!!!

So that your chapter can be a part of at least one (required) or all of the sessions of the Special National Conference, mark your calendar now for:

January 22 at 8 p.m. Eastern,
January 24 at 4 p.m. Eastern, and
January 25 at 8 p.m. Eastern.

CONFERENCE ADVISORY BOARD SELECTED

The 2015 Conference Advisory Board (CAB) has been selected! Five members from across the country will serve as the CAB for the 2015 Mortar Board National Conference. CAB members assist in the planning and execution of programming for the national conference. 2015 members include:

Bryce Ellis (University of Washington, 2014)
Tyler Hayaski (University of South Alabama, 2014)
Megan Isaacson (San Diego State University, 2012)
Dustin Vance (Mississippi University for Women, 2014)
Kelsey Willis (Colorado State University, 2014)

2015 CONFERENCE FEE ANNOUNCED

The 2015 conference fee is \$350, and the fee is due from each chapter when it submits its Official Membership Report (OMR) in the spring of 2015. It may be paid earlier than that as well. This fee represents half of the actual cost of the national conference per delegate.

Mark your calendar - the 2015 National Conference will be held July 31 - August 2 in Phoenix!

A NEW WEB LOOK FOR MORTAR BOARD

The National Office is pleased to unveil a new look for mortarboard.org! We've spent a great deal of time determining the most user friendly method of sharing important information for easy dissemination. We hope Mortar Board's new website will be a helpful tool for you and your members to use with ease. Visit www.mortarboard.org today and check out our new look!

UPCOMING DUE DATES

FEBRUARY 15-21

Mortar Board Week

Mortar Board Week is the annual national celebration of Mortar Board's founding in 1918. It is a great time to plan visibility events and projects that make an impact on your campus! Visit the Mortar Board website for resources and ideas.

DUE BETWEEN SELECTION AND TAPPING

Official Membership Report (OMR)

A complete list of the candidates your chapter has selected for membership must be provided to the National Office at least two weeks before the candidates are tapped. Once the candidates are approved, they may be tapped by your chapter.

NEW THIS YEAR

Promotional Videos

At the national conference next year, chapters will showcase their activities and programs through one-minute promotional videos. This will take the place of chapter display boards. Start planning your chapter's video now! Think of all the visibility you will gain on your campus with your new promotional video. Submissions are due on or before May 15 and promo videos will be shown at the national conference.

CHAPTER RESOURCES

WHY MEMBERSHIP SELECTION IS SO IMPORTANT

You know that membership in Mortar Board is unlike that of any other organization. More than just an honor that you can list on a resume, membership in Mortar Board is about actively serving your campus community. Through your participation, you learn not only practical leadership skills, but you learn how to leverage your influence and connections for the good of your community.

It is the responsibility of your chapter to recruit and select the best and brightest leaders on your campus to carry on that work. Even a single "off" year for recruitment and selection can have a significant effect on the traditions you – and all of the classes before you – have worked so hard to put in place. Every chapter not only works to build upon existing traditions and find opportunities to serve in new ways, but also carries on the legacy of the chapter.

A successful selection is the most important way you continue the legacy of your chapter.

ASK TRACEY!

A membership selection chair's interview with Mortar Board's Tracey Fox, the National Office's manager of data and member services, about the OMR.

Membership chair: Thanks for meeting with me. I wanted to do this interview on behalf of all membership chairs. I'll start with the basics: What is an OMR?

Tracey: OMR stands for Official Membership Report. It is a special Excel form that lists all of your candidates for membership, including your candidates for honorary membership. You will use the OMR to report your candidates to the National Office before you tap them.

Membership chair: So, we can't just select and tap our new members right away?

Tracey: That's right. Your OMR is a signal to the National Office that you have completed selection and are awaiting permission to tap your candidates. You will want to schedule your selection so that it is well in advance of tapping.

Membership chair: So, how much time should we allow for this step....when should the OMR be submitted to the National Office?

Tracey: The OMR must be submitted at least two weeks before your planned tapping date. Not only does this give us sufficient time to approve your candidates, it allows us time to print your new members' certificates and mail them to you.

Membership chair: What is tapping and when can tapping take place?

Tracey: Tapping is an exciting event during which newly selected members are invited publicly (and memorably) to join Mortar Board. It can be all on one day or over the course of a few days. The phrase "tapping" comes from literally tapping a new member with a mortarboard to signify selection for membership. Tapping is a great way to be visible on your campus. Make your tapping worthy of your chapter! ...And did I mention to you that your chapter may not tap new members until your OMR has been approved by the National Office?

Membership chair (laughing): Yes, I get it!

Membership chair: What is an honorary membership?

Tracey: Honorary membership can be given by a chapter to a distinguished person who exemplifies Mortar Board's Ideals of scholarship, leadership and service. Eligible candidates have made a significant contribution toward Mortar Board's goals and purposes and are typically distinguished members of the campus or community. Current college students and those who are already members of Mortar Board are not eligible. An honorary member assumes all the duties and privileges of any other Mortar Board member, and a chapter should take care to be quite selective in bestowing this distinct honor. While selecting honorary candidates is not required, chapters who award honorary memberships find that they bring honor to both their chapter and the honorary, and in the process build friendships on campus. In order for an honorary membership to be awarded the chapter must first submit a Petition for Honorary Membership, which will be reviewed critically by the National Office. Just as with collegiate members, honorary candidates must be approved by the National Office before they can be tapped.

Membership chair: What happens after we tap our approved candidates?

Tracey: There is still a lot to do! After tapping, provide an orientation for your candidates to show them the benefits of joining Mortar Board. At this point, you can begin collecting member fees or monitoring your candidates' payment of their member fees online. Work closely with your treasurer to ensure that your approved OMR is updated with your candidates' payments so that the final OMR is ready to submit within one week after initiation. All member fees should be paid online or to your chapter before initiation.

Membership chair: What is a gift membership?

Tracey: Each chapter may award one gift membership per year in the case of true financial hardship. If your chapter awards the gift membership, please be sure to mark the awarded member as "Paid the chapter" on Form II of the final OMR and also list the member's name on Form III. We encourage members and chapters to support the gift membership program by giving to the Jane K. Smith Gift Membership fund. Click here to donate to this fund.

Membership chair: What if I have other questions about the OMR?

Tracey: I am always happy to answer questions! You may email me at mortarboard@mortarboard.org or call me at the National Office on weekdays between 9 a.m. and 5 p.m. Eastern. Thank you for your service to your chapter.

Handbooks and guides

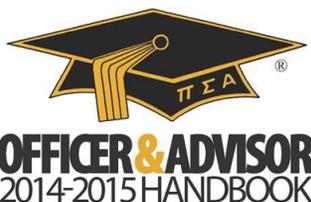
Report forms

Fellowships

Mortar Board Store

Going to graduate school?
Apply for a Mortar Board
National Foundation
fellowship

Applications are
due on or before
MARCH 1
Find out more online at
www.mortarboard.org



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Mortar Board Store
happy holidays

SALE!

Grab our special
holiday prices
through Dec. 23!



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