

# Mortar Board National College Senior Honor Society

# Leading LEADERS

a resource for chapters and advisors

## UPCOMING DUE DATES

### DUE IMMEDIATELY

#### **New Officer Report**

If you don't know for sure if your chapter submitted this form please ask the National Office! If not, or if you have changed officers or advisors, send a revised form to

[reports@mortarboard.org](mailto:reports@mortarboard.org).

### DUE SEPTEMBER 15

#### **Chapter Action Plan**

This form will help you plan out your year, including the all-important task of selecting the next class of members. Send the complete form to

[reports@mortarboard.org](mailto:reports@mortarboard.org).

### DUE OCTOBER 1

#### **Mortar Board Forum Winter Issue Submission**

A picture is worth a thousand words. Write a little and send a great photo! Photos should be in jpeg format, not embedded in a document, and print-quality resolution (300 dpi).

[Submit here.](#)

### DUE OCTOBER 15

Welcome to your first issue of the LeadingLeaders e-newsletter, a great monthly resource for Mortar Board collegiate chapter leaders. Here, you will find reminders of upcoming due dates as well as tips for chapter management.

We hope your year is off to a fantastic start. The staff of the National Office look forward to working with you, and we know that our volunteer leaders, like your section coordinators, are excited to see all of the things you will accomplish this year!

## CHAPTER ACTION PLAN

The Chapter Action Plan, or CAP, documents your chapter's plan for recruitment and selection of new members as well as your chapter's events and activities for the year. Complete this form with estimated dates, hours spent and details for your chapter's events.

For FAQs about CAPs [click here](#).

## MEMBER RECONSIDERATION CAMPAIGN

Many students' situations change over the summer, and they regret refusing membership in Mortar Board, so it is Mortar Board's policy to provide them a chance to reconsider. In September the National Office staff will email all candidates who declined their offers of membership last spring. These are the candidates that your chapter reported as "refused" on the Official Membership Report (OMR). The National Office staff will let you know if your chapter has acquired any new members through this "reconsideration campaign." You will want to include these new members in your chapter's activities. Be sure to wrap them in quickly. They may turn out to be some of your best members!

### **Conference Advisory Board Applications**

The Conference Advisory Board (CAB) is a group of members who assist in the planning and execution of the national conference. Any collegiate member of Mortar Board is eligible to apply, and preference will be given to members who have attended at least one national conference.

[Learn more and apply here.](#)

### **CHAPTER VIDEO SHOWCASE**

At the national conference, chapters have the opportunity to showcase their activities and programs through one-minute promotional videos.

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, 2018, and the promo videos will all be shown at the national conference. Past videos can be viewed on our website.

[Submit your video here.](#)

### **HELPFUL LINKS**

[Handbooks and Guides](#)

[Report Forms](#)

[Fellowships](#)

For an up-to-date list of all member fees paid online, [advisors can log into their accounts here.](#)

### **CHAPTER RESOURCES**

Section coordinators: Your section coordinator is a valuable resource for your chapter! A section coordinator is an awesome leader with tons of Mortar Board experience who can help you plan a great year and tackle all your issues. Your SC will also help you with reporting and keep you posted on what's happening in your Section. [Find your section coordinator here.](#)

Mortar Board website: Forget when a report is due? Need ideas for new projects? From a calendar with all due dates listed, to a complete list of reports, to information about awards and opportunities for chapters and individual members, you can find just about anything you want to know at [www.mortarboard.org](http://www.mortarboard.org).

### **WEBINAR FOR MEMBERSHIP CHAIRS**

Mortar Board will host webinars for chapters' membership selection teams on Wednesday, October 11 at 7 p.m. Eastern and Sunday October 15 at 7 p.m. Eastern. Mark your calendar for one (or both!) of these 45-minute sessions today! Attend to find out how to ensure your chapter reaches "selection perfection!" Go to this URL to lock in a space for the Webinar:

<https://form.jotformpro.com/72425835254963>

### **PARTICIPATE IN CENCAM**

Last year, we launched the public phase of the Mortar Board Centennial Campaign, CenCam. Through CenCam, we will strengthen the foundation of Mortar Board for its second century. We began quietly with a goal to raise \$500,000 before the end of 2018, our centennial year. During this silent phase, every single one of the trustees and every National Council member made a contribution. So, we have found that we can increase our goal from \$500,000 to ONE MILLION dollars!

[Mortar Board Store](#)

Chapters are encouraged to participate in CenCam in three ways:

- 1) Text TORCH and YOUR NAME to 27722 - challenge your members to donate \$10 via text and get on track for the Tapping Society
- 2) Create a chapter endowment - provide unending financial support for your chapter's future
- 3) [Donate online](#) and commemorate Mortar Board's 100th!

[Chapters are encouraged to use the CenCam chapter resource presentation.](#)

**Mortar Board National College Senior Honor Society**  
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