



## December 2015

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 2016, 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 2015 National Conference:

### Charge to Officers

**You guard Mortar Board's Ideals and purpose on your campus. Mortar Board charges you to serve the Society and your campus. Make your chapter relevant. Commit to serve your institution in meaningful ways. Select the very best scholar-leaders to follow you. HOLD HIGH THE TORCH.**

## NEWS

### MANDATORY, VIRTUAL SPECIAL NATIONAL CONFERENCE

Your chapter must be represented at Mortar Board's mandatory, virtual Special National Conference on January 21, 23 and 24, 2016. The Special National Conference (SNC), is held pursuant to the *Bylaws of Mortar Board, Inc.*, Article V, Section 3.1. Each chapter must be present at one of the hour-long sessions.

The purpose of the SNC is threefold:

1. Report on your chapter's progress this year. It is really exciting to touch base with everyone on the call.
2. Focus on membership selection, as well as other chapter management ideas and questions, like officer transition.
3. 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 allow a variety of chances for you to attend 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. Advisors, while very welcome to the call, cannot take the place of your collegiate delegate.

[Register](#) your official delegate before **January 20 at noon (Eastern)**. Try to get several more officers and members to join the calls—just one meets the requirement, but more members is better! To restate: While every chapter must have one official delegate, all members may participate in the virtual SNC conference calls.

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 2015 are paid in full. Email [mortarboard@mortarboard.org](mailto:mortarboard@mortarboard.org) if you are not sure of your chapter's eligibility.

**Special promotion!** Two chapters with the greatest per capita number of members who attend at least one complete session of the SNC will receive a \$100\* credit toward their 2016 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 21** at 8 p.m. Eastern,

**January 23** at 4 p.m. Eastern, and

**January 24** at 8 p.m. Eastern.

\*Credit will be offered if the chapter's conference fee is paid on or before May 15.

### **MORTAR BOARD STORE PROMOTIONS**

Holiday sale: Now through December 31, take advantage of our special [sale prices!](#)

Early bird conference fee: Chapters that pay their 2016 Conference Fee **IN FULL** before March 15 will receive one free medallion.

Graduation regalia: Chapters that place a bulk regalia order before March 15 will receive free shipping.

### **2016 CONFERENCE ADVISORY BOARD SELECTED**

The 2016 Conference Advisory Board (CAB) has been selected! Seven 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. 2016 members include:

**Bryce Ellis** (University of Washington, 2014)

**Leslie Ellis** (Lenoir-Rhyne University, 2015)

**Taylor Hand** (Drury University, 2015)

**Shawna Johnson** (Northern Illinois University, 2015)

**Brianna Murphy** (Endicott College, 2015)

**Michelle Olsen** (University of Minnesota - Duluth, 2015)

**Katelynn Smith** (University of Toledo, 2015)

### **2016 CONFERENCE FEE ANNOUNCED**

The 2016 conference fee has been set at \$350, and the fee is due from each chapter when it submits its Official Membership Report (OMR) in the spring of 2016. It may be paid in advance of the OMR as well. It costs almost \$700 to support each conference delegate at the National Conference. The conference fee constitutes only half that amount — a bargain for each chapter.

Mark your calendars - the 2016 National Conference will be held **July 22 - 24 in Indianapolis, Indiana!**

### **AMAZON SMILE**

Next time you make a purchase at Amazon, use [Amazon Smile](#) and support Mortar Board!

## UPCOMING DUE DATES

### DUE JANUARY 1

Mortar Board *Forum* Spring Issue Submission: A picture is worth a thousand words. Write a little and send a great photo! Photos should be in jpeg, tiff or gif formats, NOT embedded in the document, and must be print-quality photo resolution (at least 300 dpi). Please submit all submissions online at <http://www.jotformpro.com/mortarboard/Forum>.

### FEBRUARY 14-20

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.

### DUE WITHIN SEVEN DAYS AFTER INITIATION

Final OMR and fees: As fees are paid online or to your chapter, update Form II of your approved OMR to indicate how your new members have paid their fees. On Form III, list your chapter's continuing seniors (if applicable). No later than seven days after initiation, send this updated OMR to the National Office, along with the conference fee and the fees your chapter collected from members.

### THINKING AHEAD

It's never too early to start working on your [Chapter Annual Report \(CAR\)](#). Fill out all of the details of your fall semester before you head off on break to make end of the year reporting a breeze!

### CHAPTER VIDEO SHOWCASE

At the national conference next year, chapters will showcase their activities and programs through one-minute promotional videos. This takes 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, 2016, and the promo videos will all be shown at the national conference. View 2015 videos [here!](#)

Please submit your videos to <http://bit.ly/ChapterVideos2016>.

## 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 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 works not only to build upon existing traditions and find opportunities to serve in new ways, but to carry on the legacy of the chapter.

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

[Handbooks and guides](#)

[Report forms](#)

[Fellowships](#)

[Mortar Board Store](#)

Mortar Board National College Senior Honor Society

1200 Chambers Road, Suite 201

Columbus, Ohio 43212

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

Phone: 614.488.4094 | Fax: 614.488.4095

Web: [www.mortarboard.org](http://www.mortarboard.org)

Connect with us: [Facebook](#) | [Instagram](#) | [LinkedIn](#) | [Twitter](#) | [YouTube](#)