



## November 2015

November is a time of giving thanks and enjoying close friends and family. What do you have to be thankful for this year? Our lives are filled with ups and downs, and we can often find a long list of people to thank in both the high and low times. In Mortar Board, we thank our many volunteers - advisors, section coordinators, National Council, Board of Trustees and you! Have you done anything to thank your advisors and campus contacts this year? Now is a great time!

### NEWS

#### CALL FOR 2016 ALUMNI AWARD NOMINEES

The Emerging Leader Awards, Alumni Achievement Awards and Distinguished Lifetime Membership Awards are given by Mortar Board to alumni who have demonstrated Mortar Board's continuing commitment to the Ideals of scholarship, leadership and service. These alumni are models for the collegiate members as well as illustrations of what Mortar Board stands for. Intentions to nominate may be submitted by alumni chapters, collegiate chapters, or individual Mortar Board members on or before November 15. [Read more about the awards](#) and submit your nomination today!

#### 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!

#### SELECTION PERFECTION

**Plan** - Planning is such an essential part of this process! You got a great start on your planning with your CAP. Now you can start to solidify your strategies and the specific steps you will take throughout selection.

**Engage** - Engage your chapter members in this process. Talk to them about their own selection. Why was it important? What are the great things you have experienced together so far? Build enthusiasm for your chapter's legacy. You will need your entire membership involved in this process, so get them involved early!

**Reach out** - You will find TONS of great tips on how to showcase Mortar Board in the Membership Selection Handbook. Just

keep in mind that recruitment efforts are not limited to students. The faculty and staff on your campus can be a great resource for you! They know the stellar students in their departments. Just think about how great it would feel to be nominated for membership by the faculty and staff of your program!

**Formulate** - Determine who your top candidates really are. Of course, you will select based on our Society's Ideals of scholarship, leadership and service. But take the time to discuss, as a group, what that means to your chapter. Find helpful discussion questions and topics in the Membership Selection Handbook.

**Elect** - This is when you get down to business. Find the steps and procedures to make your selection run smoothly in the Membership Selection Handbook. Choose a date for your chapter's selection meeting. Make sure to give everyone ample notice, as all members must be present. Remember that selection is absolutely, 100% confidential. Results must not be discussed outside of your chapter.

**Check** - Now that you've selected your members, you will need to fill out an Official Membership Report (OMR) and submit it to the National Office. This is a vital step in the process! You may not tap new members until your OMR is approved by the National Office.

**Tap** - Tapping is one of the highlights of selection! You will get to see the excitement, curiosity and surprise on your new members' faces when you arrive. Tapping is not the same as initiation, but is a step that occurs after a candidate applies, has been selected and approved by the National Office, and before being formally initiated.

## UPCOMING DUE DATES

### DUE NOVEMBER 15

Alumni award intention to nominate: Honor Mortar Board alumni by [nominating them](#) for a prestigious national alumni award.

### DUE DECEMBER 15

Submission of alumni award supporting materials: Follow through on your intention to nominate for alumni awards. Please see the application packet you received as a nominator for more information, or contact the [National Office](#) with questions.

### 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>.

## 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

### LOCAL DUES

Does your chapter have local dues? We often get questions from members wondering what local dues are used for and whether they can implement them in their chapters. The answer is yes!

Local dues can be useful for chapters who need help funding the annual conference fee, kick-starting a project or event on campus, purchasing graduation regalia for active members or booking travel for the conference delegate. Amounts vary based on the needs of the chapter and campus culture.

A great way to find more information and get ideas on implementing a local dues amount is by talking with your section coordinator or other chapter leaders. Reach out to your section coordinator or ask a question on social media to get the conversation started! Feel free to contact the [National Office](#) with questions.

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