



## December 2016

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 2017, 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 2016 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 29, 2017. 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 the 75-minute session.**

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 virtual conference and you can participate from any location. 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 on the call, cannot take the place of the official 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.

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 2016 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 the complete session of the SNC will receive either a gift card or pizza party for the chapter!!!

So that your chapter can be a part of the required session of the Special National Conference, [mark your calendar now](#) for:

**January 29** from 7-8:15 p.m. Eastern.

#### **MORTAR BOARD STORE PROMOTIONS**

**Clearance Corner:** Quantities are limited, [so get them while they last!](#)

**Early bird conference fee:** Chapters that pay their 2017 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.

#### **2017 CONFERENCE FEE REMINDER**

The 2017 conference fee is \$350, and the fee is due from each chapter when it submits its Official Membership Report (OMR) in the spring of 2017. This fee offsets the cost of the Mortar Board National Conference, and every chapter is required to pay the conference fee. It costs almost \$700 to bring each conference delegate to the National Conference, so the conference fee constitutes only half that amount. Chapters are encouraged to pay the fee early! Simply send a check to the National Office or call with a credit card payment. Pay before March 15 and receive one free medallion for your chapters use.

Mark your calendars—the 2017 National Conference will be held **August 4 - 6 in Phoenix, Arizona!**

#### **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* Winter 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 12-18**

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. We'll be celebrating our 99th birthday!

##### **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, 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, 2017, and the promo videos will all be shown at the national conference. View 2016 videos [here!](#)

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

### **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 résumé, 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](#)

[MBNC16 App](#) - The conference app is a year-round mobile resource. Download it today!

[Portfolio](#)

#### **EVERY CHAPTER CAN PARTICIPATE IN CENCAM**

Chapters are encouraged to participate in CenCam in three ways:

- Text TORCH and YOUR NAME to 27722 - challenge your members to donate \$10 via text and get on track for the Tapping Society\*
- Create a chapter endowment - provide unending financial support for your chapter's future
- Donate online at <http://www.mortarboard.org/Give/> and commemorate Mortar Board's 100th!

Chapters are encouraged to use the CenCam chapter resource presentation available at <http://www.mortarboard.org/Collegiate/Resources/>.

**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](http://www.mortarboard.org)

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**CLEARANCE CORNER!**  
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before they are gone -  
apparel, gifts and more!



*\*Text Torch: \$10 donation to Mortar Board. Charges will appear on your wireless bill, or be deducted from your prepaid balance. All purchases must be authorized by account holder. Must be 18 years of age or have parental permission to participate. Msg&Data Rates May Apply. Text STOP to 27722 to STOP. Text HELP to 27722 for HELP.*

Full Terms: [mGive.org/T](http://mGive.org/T). Privacy Policy: [mGive.org/P](http://mGive.org/P)

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