

## 2025 Chapter Report

Greetings Sorors, Amicae & Youth of the Great Lakes Region!

We are thrilled to serve as the Chair and Co-Chair for the Regional Chapter Reports Committee. We look forward to working and fellowshiping with you as we prepare for our Great Lakes Region Leadership Conference to be held May 15 - 18, 2025 in Indianapolis, IN.

We encourage all to participate in the 2025 Chapter Report Competition. The competition recognizes your commitment to our principles and your accomplishments throughout the year. It is our hope that each Zeta Chapter (Graduate and Undergraduate), Amicae, and Youth Affiliate representing the Great Lakes Region will participate in the competition this year!

In preparing for the upcoming conference, the following criteria and guidelines have been put in place to assist your chapter and auxiliaries with submitting a creative and organized report. We ask that you be imaginative and innovative as you prepare your report this year.

State Directors are asked to submit names and contact information (email and phone number) of six (6) Sorors (4-Graduate and 2-Undergraduate), and two (2) Amicae to serve on the committee no later than March 3, 2025. Names and contact information can be submitted via email at [glrchapterreportchairs26@gmail.com](mailto:glrchapterreportchairs26@gmail.com). \*\*To Sorors, Youth, and Friends selected to serve on this committee: Please know that we are aware of your sacrifice and it is appreciated tremendously.

If at any time you have comments, questions, concerns or need further clarification, please do not hesitate to contact us.

Best regards to all of you and we look forward to greeting you at our 2025 Great Lakes Region Leadership Conference.

Sisterly,

Tiffany Jordan  
Chair, Regional Chapter Report Committee

Dorian Hamilton-Townsend  
Co-Chair, Regional Chapter Report Committee



## Criteria and Guidelines

### **The Competition**

All active & financial chapters/auxiliaries within the Great Lakes Region are strongly encouraged to participate in the 2025 regional chapter reports competition during the 90<sup>th</sup> Great Lakes Region Leadership Conference. We know your chapter/auxiliary has had stellar programs and exemplified the principles of our great sorority in the most phenomenal way. We can't wait to see what you have been up to! **Remember, this is not the scrapbook competition;** however, we encourage you to enter that as well. All materials for this competition must be typed, double-spaced, and digitally submitted. Pretend you are presenting your annual report to investors and stockholders.

### **Preparing Your Report**

Preparing your chapter's or auxiliary's report should be a fun time for reflection and embellishment for your members! This report should not be a chore or burden for one person. The committee encourages creativity in organizing your report. The preparation of the report can be simple by encouraging chapter chairpersons to write their respective sections and submit them to the chapter report "coordinator." The information below may be used as a basic guide when preparing your report; however, you are encouraged to dig deep, be detailed, and show your creativity through your presentation. Identification and chapter/auxiliary size is necessary to compare and categorize those that differ in membership size. (Please review "How will my chapter's/auxiliary's report be judged and/or graded?")

- All reports must have the chapter's name and/or auxiliary information for identification purposes and be labeled "2025 \*Your Chapter Name\* Regional Chapter Report Competition". The report should cover the time period of **January 2024 - December 2024**.
- All reports must outline and incorporate the following: Zeta Principles, National Programs, National Observances, the International Grand Basileus' National Programmatic Thrusts, the Regional Director's Programmatic and Organizational Focus, Conferences, Awards and Honors, Greek Unity and Collaboration, sponsorship of Undergraduate Chapters and Auxiliaries (Graduate Chapters only), Campus activities (Undergraduate Chapters only), Community activities, collaboration and coordination with other Greek auxiliaries, youth groups and community organizations (Amicae, ZMN and Youth Auxiliaries only). To help with judging, please make sure your report has a table of contents and page numbers as reports will be judged on organization as well as grammar, originality/creativity, and overall presentation. Insertion of links and/or videos is also a great addition to showcase chapter accomplishments. BE CREATIVE!!!



### **Criteria and Guidelines (continued)**

- Reports should be organized in an orderly and neat fashion. A table of contents is always helpful and allows information to be found more easily.
- All reports must be typed and submitted digitally. Four (4) platforms, PDF, Google Slides, Microsoft PowerPoint, and Canva will be accepted for submissions. Please be careful and *make sure your viewing credentials are set so that anyone with the link can view*.

### **Submitting Your Report**

All chapters and auxiliaries entering the competition must submit their own reports (with the appropriate identification form) to the designated email address by the designated time. Four (4) platforms, PDF, Google Slides, Microsoft PowerPoint, and Canva will be accepted for submissions. *\*Again please include the chapter report cover sheet located below with your report. Be careful and make sure your viewing credentials are set so that anyone with the link may view.*

*Any submission received after the deadline will be penalized up to 30 points.*

### **Who Are The Judges?**

No later than March 3, 2025, State Directors are asked to submit names and contact information of six (6) Sorors (4 Graduate and 2 Undergraduate), and (2) Amicae to serve on the committee. Names can be submitted from State Directors to [glrchapterreportchairs26@gmail.com](mailto:glrchapterreportchairs26@gmail.com). The Chair and Co-Chair will serve as facilitators only, coordinating the process and not holding a vote during the review of reports.

### **How Will My Chapter's Report Be Judged And/Or Graded?**

Each submitted report will be evaluated no more than three (3) times by committee members. Committee members are not allowed to judge/grade their own chapter's reports or reports from their respective states. Graduate sorors will be asked to judge Graduate and Undergraduate chapters, Amicae, and Youth Auxiliaries. Undergraduate sorors will be asked to judge Graduate chapters, Amicae, and Youth Auxiliaries. Amicae will be judging Graduate, Undergraduate, and Youth Auxiliaries. An award certificate will be provided for first, second, and third place winners in each judging category. The judges will evaluate the chapter reports using the following grading rubric. Total possible points: **250 points**.



## *Chapter Report*

### Award Categories

Chapters with 100+ Members  
Graduate and Undergraduate awarded separately

Chapters with 51-99 members  
Graduate and Undergraduate awarded separately

Chapters with 26-50 members  
Graduate and Undergraduate awarded separately

Chapters with 10-25 members  
Graduate and Undergraduate awarded separately

Chapters with fewer than 10 members  
Graduate and Undergraduate awarded separately

Amicae (only)  
Archonettes (only)  
Amicettes and Pearlettes (only)



## *Chapter Report*

### **Deadlines & Timelines**

#### **March 3, 2025**

State Directors to submit names of six (6) Sorors (4 Graduate and 2 Undergraduate), and (2) Amicae to serve as judges for the judging committee. Names are to be submitted to Chair Tiffany Jordan and Co-Chair Dorian Hamilton-Townsend at [glrchapterreportchairs26@gmail.com](mailto:glrchapterreportchairs26@gmail.com).

**March 9, 2025** at 11:59 p.m. Eastern Time

Chapters and groups entering the competition must submit reports.

#### **Week of March 10, 2025**

Judging committee will receive training during this week.

#### **March 10 - March 31, 2025**

Committee to judge chapter reports.

Winners will be announced during the conference.



Chapter Report

**Grading Category**

Grading Category	Possible Points	Grad	UG	Aux.
Organization and Overall Presentation (includes grammar, creativity, and judge's perception)	40 pts.	40 pts.	40 pts.	40 pts.
Exemplifying Zeta Principles	25 pts.	25 pts.	25 pts.	25 pts.
National Programs (i.e., Z-HOPE, Prematurity Awareness, Stork's Nest)	40 pts.	40 pts.	40 pts.	40 pts.
National Observances (i.e., National Military Week, Zeta Day on the Hill)	20 pts.	20 pts.	20 pts.	20 pts.
International Grand Basileus Programmatic Thrust: Extraordinary Power of S.H.E.	25 pts.	25 pts.	25 pts.	25 pts.
Conferences	15 pts.	15 pts.	15 pts.	15 pts.
Awards/Honors/Recognitions on all levels	15 pts.	15 pts.	15 pts.	15 pts.
Greek Unity <b>(Graduate and Undergraduate Chapters Only)</b>	20 pts.	20 pts.	20 pts.	0 pts.
Sponsorship of Undergraduate Chapters and/or Auxiliaries <b>(Graduate Chapters Only)</b>	20 pts.	20 pts.	0 pts.	0 pts.
Campus Activities <b>(Undergraduate Chapters Only)</b>	20 pts.	0 pts.	20 pts.	0 pts.
Collaboration and coordination with other Greek auxiliaries, youth groups, schools and community organizations <b>(Amicae, Zeta Male and Youth Affiliates only)</b>	40 pts.	0 pts.	0 pts.	40 pts.
Joint Programs with Phi Beta Sigma Fraternity, Inc. (and/or Sigma Youth groups)	10 pts.	10 pts.	10 pts.	10 pts.
Founders' Day Activities	20 pts.	20 pts.	20 pts.	20 pts.
		<b>250</b>	<b>250</b>	<b>250</b>



## 2025 Great Lakes Region Leadership Conference

### CHAPTER REPORTS COVER SHEET

Chapter/Auxiliary Name: \_\_\_\_\_

Institution Name (if applicable): \_\_\_\_\_

Chapter address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Sponsoring chapter (if applicable): \_\_\_\_\_

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Information (include cell phone):

Please check the appropriate category below:

Graduate Chapters only:

- Graduate chapter with 100+ members
- Graduate chapter with 51-99 members
- Graduate chapter with 26-50 members
- Graduate chapter with 10-25 members
- Graduate chapter with less than 10 members

Undergraduate Chapters only:

- Undergraduate chapter with less than 10 members
- Undergraduate chapter with 10-25 members
- Undergraduate chapter with 26+ members

Auxiliary Groups only:

- Amicae
- Archonettes
- Pearlettes & Amicettes

Once again, we are excited to serve as the coordinators for the regional chapter report committee. We look forward to seeing all the amazing work to be showcased through the activities of our Graduate, Undergraduate, Zeta Amicae and Zeta Youth Affiliate members!

