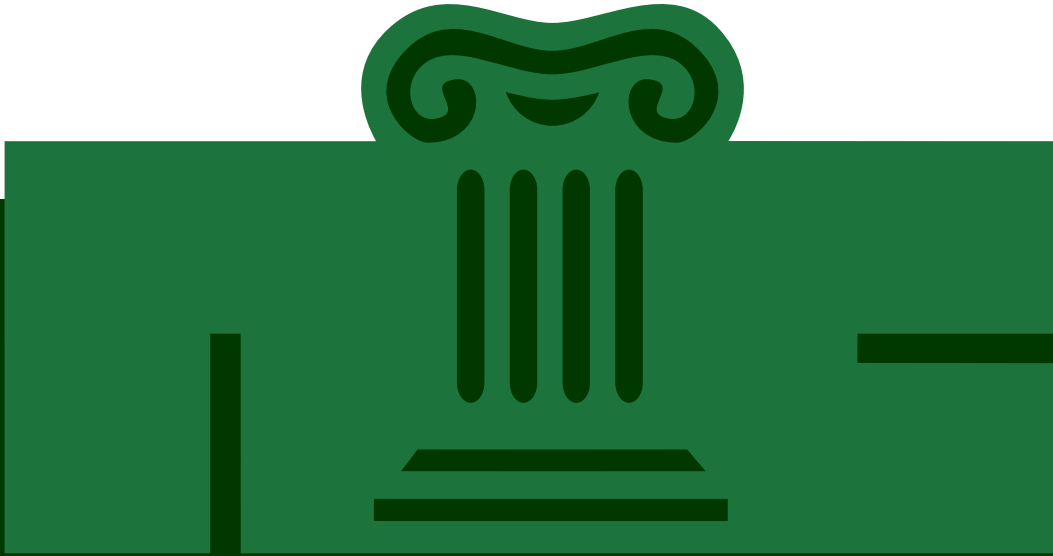


[S C H O L A R S H I P]



COMMUNITY OF EXCELLENCE
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OFFICER MANUAL



The information in this manual was compiled to assist Interfraternity Council (IFC) officers and leaders of the campus fraternity and sorority community focus their efforts to maximize their success.

Many IFC officers have experienced less than successful years by not having a focused set of goals and objectives for their term. Using the A Community of Excellence series of IFC officer manuals allows each officer to prepare himself for the demands of office, establish goals, and enjoy a successful term. This philosophy will prevent the IFC from spreading itself too thin and not fulfilling their officer obligations.

One way to maximize effectiveness of this information is to implement it during the officer transition period or at a new officer retreat. The A Community of Excellence Manuals will serve as a framework for each officer to begin thinking about the year and what they would like to do. Each person can then share their individual goals with the board and determine organizational benchmarks, and design implementation plans with the input of the fraternity/sorority community.

While the only term used in this publication is Interfraternity Council, the information is meant to be fully inclusive of fraternity/sorority communities led by Inter-Greek Councils and can be easily shared with NPC, NPHC, and NALFO, NMGC, NAPA and other organizations. This type of interfraternal cooperation will increase the likelihood of successful implementation and maintain positive relations between all elements of the fraternity/sorority community.

The staff of the North-American Interfraternity Conference would be happy to answer any questions you many have about using this manual or other NIC resources effectively. Please visit www.nicindy.org for further assistance.



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IFC Officer Manual: **Scholarship**

The IFC promotes and recognizes academic excellence among its member chapters and individuals.

Emphasis is placed on the development of a continuous scholarship program that will enhance and supplement any chapter academic endeavors.



1. The IFC has a scholarship officer with a written job description and a faculty academic advisor who assists the IFC scholarship officer with programming and resources.

The IFC scholarship officer needs a written job description, or their success will vary depending on the personal leadership strengths of the individual. Following a well-traveled path is much easier than charting a new course, particularly in an area such as scholarship where job responsibilities are probably not defined by tradition or chapter expectation.

A typical job description should include a mission or goal statement that encourages high academic achievement for both individuals and chapters as well as specific programs or tasks that are to be accomplished during the term.

Examples of scholarship officer duties include:

- coordinating a chapter scholarship chair orientation program
- collecting and distributing academic performance rankings
- maintaining current information for accurate fraternity rosters
- publishing important academic dates and deadlines
- collecting and distributing information about campus academic services, tutors, the writing lab, math lab, learning assistance programs, interest tests, career counseling, placement workshops, unique library resources, and many others
- working individually with scholarship chairs of chapters below the all-men's grade point average

The fraternity/sorority advisor often has more responsibilities that time allows and unfortunately cannot always meet with every need of the fraternity system immediately. Having a faculty member service as academic advisor to the IFC can fill an important need. Depending on the size of your Fraternity/Sorority life community, you may even desire more than one faculty academic advisor.

In addition, many of the movements to eliminate or further regulate fraternities on campus have come from faculty members. It is important to involve this influential group in IFC programming activities whenever possible. If you involve faculty members from the beginning in your efforts to promote scholarship and academic achievement, they will have greater confidence in the value of the Fraternity/Sorority life community and be a better advocate for the fraternity experience in other situations.