

Planning and implementing excellent chapter meetings

Overview:

- Planning and implementing excellent chapter meetings
- Personal examples of planning and implementing excellent chapter meetings

Plan Overview:

- Strive to plan for meetings and events early
 - Preferably before the school year/semester
- Events can be broken into the following categories:
 - Social
 - Service
 - Community
 - School

Consideration for meetings:

- When taking into consideration meetings, attempt to elect meetings that will be beneficial, meaningful, and purposeful for members and prospective members
- What will members and prospective members gain from the meeting/event?

Message for members and prospective members:

- Provide a message that demonstrates that Alpha Chi is involved in other events other than just school recognition
- Allow members to see that Alpha Chi supports the community

Snacks and beverages at meetings/events (if applicable):

- Will your chapter provide snack and/or beverages to your attendees?
- If elected to do so, what will your chapter provide to your members need to be discussed prior to the meetings/events

Dates, times, and location:

- Meetings need to be conducted on a regular schedule
 - For example, always in the same room to prevent confusion
- Attempt to give members the dates, times, and locations of the meetings/events with enough time to plan to attend

Announcements:

- Put the increase in computer technology to work

- Examples include school links, internet, Facebook, and Twitter
- If a chapter is using paper announcements, make a comparison of the costs/effects of paper announcements vs computer announcements

Speakers:

- What capabilities does the speaker possess that will appease members and prospective members?
- When planning for a guest speaker, know your school's policy in advance

Events:

- Try to plan events that help the community and school
- Members and prospective members need to be fully aware, ahead of time, of the event and its "Rules of Conduct"

Examples of planning and implementing excellent chapter meetings:

Meetings:

- Meeting with a purpose: meetings that are held once a month where a guest speaker come to speak about volunteer events that are directly related to education, academic, or community involvement
- Snacks and beverages: we provide our attendees with either vegetable or sandwich trays and beverages
- Meetings are held on a regular basis

Social events:

- Our members are provided with the ability to personally interact with other members, prospective members, and officers at these events
- The cost accrued by the attending members is paid for by our honor society and shows the true character of Alpha Chi
- These social events are held on and occasionally off campus
- For the off campus social events, members are made fully aware in advance of the following:
 - Rules of conduct
 - Dress attire
 - Date/time/location
 - Understand that Alpha Chi does not allow the purchase of alcohol

Community events:

- We selectively choose events that will benefit the community and demonstrate to our members that Alpha Chi is more than just educational; its community involved as well

- Examples of our community events:
 - Buddy Walk with the Down Syndrome Association of South Texas. This event brings awareness to people that have Down Syndrome and their families
 - San Antonio Food Bank: providing and feeding families in need
 - Care Bear Drive: collecting donated teddy bears for the children women's children

School events:

- School events are chosen to promote teamwork, ethics, and service for the school
- Occasionally, our honor society partners with another honor society to provide a service that brings about a great change for the school and community
 - Adopt-a-Spot: Our honor society partners with Omicron Delta Kappa to clean a stretch of land on campus
 - Habitat for Humanity: providing houses for families in need with several other honor societies