

S2K12 Term Plan

Alpha Phi Omega, Iota Phi Chapter

University of California, Davis

This term plan has been created by the Executive Committee to assist the Chapter in attaining and observing Chapter goals. Each Officer position has listed their term goals, and their methods of approaching those goals. Actives can use this document to locate projects within the Chapter that they are interested in working with, and to assist Officers with fulfilling their goals for the term.

This document will be supplemented by a mid-term review, as well as a final report on the State-of-the-Chapter at the end of the term. The Chapter can use these documents in the future as a method of gauging progress and addressing problems when creating future term plans.

President S2K12 Term Plan

Aaron Manley

Mission Statement: To encourage Active participation and collaboration in fraternity programs, improve Chapter operations through Active feedback/participation, and ensure the success of all Executive Committee officer programs.

Goals:

1. Transparency

- Ensure the creation and availability of Officer Term Plans throughout the term.
- Revise term plans through Active feedback and officer reports at mid-term point.
- Compile all Officer plans and results for Chapter review at end of term/F2K12 C.A.P.S.

2. Collaboration

- Work with Officers to structure more effective committees to conduct Chapter operations and solve problems.
- Use Active feedback to refer issues to appropriate committees to solve with direct Chapter input.
- Enforce the use of committee agenda and minutes.

3. Communication

- Work with RecSecs/Webmasters to make information more easily accessible on the website.
- Encourage Executive Committee recommendations on complex Chapter issues, and deliver these recommendations to the Chapter for appropriate action.
- Ensure Chapter safety by quickly and completely updating all members about any & all Risk Management situations and proposed actions.

4. Recognition

- Encourage and submit Active Brothers/Chapter for Section Awards
- Ensure successful filing for the APO Chapter of Excellence Award
- Work with SVPs to make Iota Phi a recognized service organization under the President's Service Award

SERVICE S2K12 TERM PLAN

Christina So & Lisa Christansen

Mission Statement: We would like to see this chapter fulfill its potential by participating in more service projects and exhibiting a greater sense of passion towards service.

Goals:

1. Justice for Drivers

- Work with webmasters to set up a system in which chairs can track who drove and how many miles on the tracking page.
- Talk to finance to enforce drivers being tracked for the amount of miles driven & being reimbursed for driving. Non-paying passengers will be placed on the blacklist.

2. Array of service projects

- Find a greater variety of service projects that speak to everyone's individual interests. This will hopefully encourage greater participation in service from the active body who will in turn serve as role models to the incoming pledges.
- In order to accomplish this, we want to work more closely with our survey chair to receive accurate feedback about what kind of service the chapter has passion for.
- We would also like to make it the chairs's responsibility to have each person in their shift fill out a survey which will aid us in determining what we can improve on for each service project.

3. Increase chair responsibility

- We want to give chairs more responsibility so that they may further develop their leadership abilities.
- These responsibilities would include what is already in the service guidelines in addition to having to track drivers as well as send out surveys.
- Chairing responsibilities will be strictly enforced as it is essential to the successful operation of the service program.

4. Reform ServiceComm

- Create a new project committee that will lay the foundation for an IPhi specific project.
- ServiceComm will be responsible for implementing this plan by: receiving feedback from the chapter on what type of project they would most like to see implemented, creating a sample budget for said project, and working out details for this proposal.

Membership S2K12 Term Plan

Justin Ahn & Kevin Luu

Mission Statement: We want to increase active retention and build an interest for older actives to return.

Goals:

1. Active retention:

- *Actives Lockin:* Working with Fellowship VPs to plan a night of friendship building and leadership through various activities. This event will mainly focus on building brotherhood and interpersonal communication.
- *Active speed dating:* Hosting an event where old and new actives can get to know each other, so that older people who aren't as active can feel more comfortable coming out to events again. We will mainly focus on getting inactive brothers as well as newly crossed brothers to come out to encourage bonding.
- *Memberboats:* Holding several active-only memberboats throughout the term to bring actives closer together.
- *Retention Chair:* Appointing a retention chair to compile data such as an active roster that includes actives, associates, graduating seniors, etc.

2. Active Appreciation:

- *Active Incentives:* Handing out wristbands at the end of random meetings to reward actives for staying until the end and give actives an incentive to stay for the entire meeting
- *Active status potluck:* Hosting a potluck at the end of the term strictly for actives who make active status for the next term to differentiate between active and associate status and making actives feel appreciated

3. Building Leadership:

- By approaching people and rewarding individuals who step up to host workshops
- *Diversifying workshops:* Hosting different types of workshops each round to accommodate for people's preferences

Fellowship S2K12 Term Plan

Fanny Wong & Michelle Li

Mission Statement: Our mission is to foster more brotherhood and closer friendships in a fun, carefree environment, and to make fellowships more accessible to fellow brothers and pledges.

Goals:

1. Increase Fellowship Chair Responsibilities

As a chair you will:

- Arrive early to fellowships to set up and leave at the designated time
- Sign people in
- Track fellowships within a week
- *This DOES NOT apply to SNR's and Big Fellowships (TNT, Broomball, etc.)
**You do not have to email fellowship for non-fellowboat events.
- Organize rides for fellowboats and SNRS so it will be more accessible to brothers and pledges. We will make an announcement for people who need rides to SNR after the meeting and they will gather in the right corner of the room. For fellowboats, chair will be responsible for arranging rides.

2. Structuring Fellowship Committee

- To make fellowboats more spread out throughout the term, we want to have a sign up sheet for fellowcomm members to sign up for a day when they want to host their own fellowboat, that way fellowboats will not be clustered at the end.
- After we have the set weeks planned, we will have a sign up sheet for fellowcomm members to sign up a day when they are planning to host their fellowboat. When they have chosen the dates, they MUST have their fellowboats done. We will limit fellowboats to 1-2 per day.
- We will check up on the fellowcomm members in making sure that they have their fellowboat ideas. We want them to have a list of at least three fellowboat ideas and hand it over to us early in the term.

3. Fellowship/Fellowboat Ideas

- More varieties of fellowship and fellowboats such as hiking trips, picnics, water balloon fights. Star gazing, pool party and BBQ and themed weeks such as class competition and boys vs. girls competition
- Active lock in

Finance SK12 Term Plan

David Hoang & Victoria Chang

Mission statement: To secure more fundraising opportunities for the chapter as well as impose stricter guidelines for the position of Finance Vice President.

Goals:

1. Fundraising nights at SNR and/or other fellowships

- Work with fellowship to try and produce fundraising events with local businesses including popular SNR locations.
- Compile a list of locations that we can go to that will offer fundraising for the chapter.

2. Joint-Mondavi Shifts

- Work with Press Secretaries to contact other service clubs or fraternities interested in forming contracts in order to avoid being short on volunteers for Mondavi shifts.

3. Secure more Concessions

- Keeping in close communication with Richard Kossak (Sodexo) in order to take advantage of any opportunities for concession stands at games, Picnic Day, etc. which are our larger fundraising events.

4. Establish MoneyComm

- Create new guidelines for a more efficiently operating finance committee: with a fundraising chair/mini-committee, grant and budget mini-committee.

5. Clean Up Records

- Look into the possibility of online payments for dues instead in order to avoid payment hassle and procrastination.
- Apply a different sorting method in order to keep cleaner records of dues.
- Provide clear financial reports for the chapter as well as guidelines for future FiVPs.

Pledge Parents S2K12 Term Plan

Vince Yan & Kim Nelson

Mission Statement: To introduce and integrate the pledges into becoming active brothers of Alpha Phi Omega; therefore, teaching them to step up, to appreciate service, and to have quality relationships.

Goals:

1. Have Workshops planned for Pledge Meetings

- plan out workshops that can be done during the pledge meeting to help the class bond with different people every week
- each meeting will have a different purpose
- For the weekend of Pledge Retreat for example the pledge meeting will try to be more uplifting one
- we will have agendas for the PT's so they know what to do and go over each week

2. Hosting BB/LB Workshops

- will be done towards the end of the pledging term
- used as a way to give the chance to BB/LB pairs to get connected
- get the pairs talking on a deeper level and get them to share things with BB/LB
- improve the quality of the relationship and give a little push for the pairs who do not connect instantly

3. Giving out "Pledge of the Week"

- given to a pledge that we recognize or another active has recognized as stepping up
- can be through many different means: If they stepped up at service or at one of the pledge roundtables
- given to those who might not get noticed otherwise
- given to those who are not on PlexComm

4. Requiring Service Reflections

- we want the pledges to write about one of their favorite service projects:
 - what they learned during,
 - how do they think this service projects effects others
- make them think about the service
- help them to appreciate the service they do

5. Dinner with Mom and Pops

- dinner will serve as a fellowboat like experience
- encouraging them not to sign up with the people they already know
- helping them mingle with some of their pbros they did not know before

6. Personal Interviews with both Pledge Parents

- at this time we can talk to them about whatever they feel about the process and the requirements
- they can get the chance to get to know us as a friend and not just the person who is giving them the requirements.

7. Pledge Roundtables

- hosted by the Pledge Trainers
 - give them some leadership in hosting something
- serve as a way to get an evaluation of the Chapter and the Pledge Program
- help the pledge realize that they have a voice, and that that voice matters
- they will be able to realize that they do have the ability to play a significant role
 - Or if anything have their voice heard on what's happening in the chapter once they cross

Recording Secretaries S2K12 Term Plan

Clara Sze & Stephanie Ang

Mission Statement: We would like to help organize the mass information given to the chapter into a simple and concise manner and help keep the chapter updated on current events.

Goals:

1. Minutes

- Use a uniform template based on Robert's Rules
- Integrate the template into all meetings in the chapter

2. Attendance

- Pass around 2 neon colored clipboard for actives to sign in
- Attendance stops at pledge parents but may be differ depending on the various contents of the meeting
- The honor system will be enforced therefore, attendance will be checked during the meeting to ensure accuracy and prevent falsification

3. Newsletter

- PDF template of the newsletter
- Create a "Fun Facts" of actives corner to add content to the newsletter

4. Uniform Agenda/Committee Template

- Create a template for all meetings so that documents remain uniform throughout the chapter

5. Style Guide

- Use the national style guide and create our own chapter style guide
- Implement the use of the style guide in future chapter documents

Corresponding Secretaries S2K12 Term Plan

Diana Chan & Minh Le

Mission Statement: To build better relationship with other chapters by providing more frequent and creative IC events and to better present our chapter through Xpressions.

Goals:

1. Encourage other chapters to come to Iota Phi

- Creating more interactive and exciting events such as an IC Basketball Competition and an IC Mixer . Hosting IC fellowboats to make it easier for personal interactions.
- By promoting our events at Invasions, on Facebook, and through emails. Exchanging contact info with other corseccs to get quicker responses through text or AIM.

2. Encourage more Iota Phi members to go to outer IC events

- Creating a tri-weekly raffle drawing to be an incentive for Iota Phi members to go out more. Prizes for 1st and 2nd Most ICs attended in a term.
- Giving incentives to drivers with their own raffle drawing.

3. Develop the duties of CorrComm and CorrComm Members

- Members will be working on Xpressions with the Xpressions chair, making a video to introduce our chapter, doing IC highlights, as well as helping to promote and plan either the IC Basketball Competition or IC Mixer.

4. Improve the Content and Design of Xpressions

- Xpressions will feature the term's current pledges, IC bros, IC chapters, as well as popular IC events (both inter and outer). Xpressions would be shared to both our chapter and other chapters.
- Establish an Xpressions chair to improve the design of our online newsletter. Chair would also be in charge of emailing pledges and uploading their Xpressions up as well as communicating with CorrComm and us about the contents of Xpressions.

5. Reaching out to chapters that we did not in the past

- Setting up penpals with chapters that are further away (i.e. UCSC) to help our chapter get to know chapters that are harder to visit.
- Making use of Spring Break and weekends for people who are planning on going home and setting up IC events or invasions in the Bay Area and/or Southern California.

S2K12 Press Secretaries Term Plan

Rich La & Jenny Liang

Mission Statement: We strive to raise awareness of Alpha Phi Omega within the Davis campus and community by promoting efficiently during rush week and collaborating with other campus organizations in service and fundraising events.

Goals:

1. Rush Week (2/27/12 - 3/2/12)

- Three flyering/tabling workshops will be held.
- 1 hour flyering/tabling shifts from 10AM-4P, 3 active cap/shift. We will have cheat sheets and clipboards for contact info. Actives will have extra flyers to give out.
- 1 hour flyering/tabling shifts from 5-8PM at Segundo and Tercero Dining Commons, 2 active cap/shift.
- Flyering/tabling at the Silo as a backup if we can't get MU tables.
- Rush Buddy System: Every active will be encouraged to bring at least one rushee to a rush event. They will have name tags with a number to assign to rush buddies (e.g. Active #5 will be paired with Rushee #5).

2. Campus Organizations

- Collaborate with clubs, fraternities, and sororities to do joint service events.
- To improve our relationship with other organizations, we plan to do joint fundraising events such as Mondavi Center to fill our empty spots.

3. Publicity

- To raise awareness of Alpha Phi Omega in the Davis Community, we plan to ask journalists from the Daily Democrat, The Bee, etc. to publish articles about our major service events.
- Digital ads will be used to promote our big Inner IC events such as Broomball, Scavenger Hunt, etc. to other chapters.

4. Public Committee

- We plan to promote Alpha Phi Omega with chapter apparel. We plan to get chapter T-shirts that actives and pledges can wear to service events. A vertical banner that can be used during Rush Week will be designed by Public Committee.
- We will be updating the Alpha Phi Omega DavisWiki and Facebook Page.

Term Plans for Alumni Secretaries S2K12

Alan Chu & Nicholas Sordello

Mission Statement: We want to host events that will make alumni feel wanted so that they can be a resource to the chapter and become reconnected through getting involved with the active body.

Goals:

1. Communicate with Alumni

- Send out a monthly Newsletter via email, Facebook and GSA
 - Include important events, such as Initiation, Secret Week, Revealing, TNT, etc.

2. Encouraging alumni to come out

- Gather alumni opinion ahead of time (roughly a month)
 - Have alumni vote on times and dates via polls on Facebook
 - Have alumni suggest the types of events they'd like to do
- Communicate with BoOB Comm to effectively plan and prepare for events, such as buying the materials needed and reserving the locations

3. Types of possible alumni events

- Outdoor events
 - Gather opinions and interest among brothers and work with Fe llowsh ip VP's
- Proposed events
 - Fishing at Putah Creek → One event (Fishing gear may need to be provided)
 - Sporting events on campus → Multiple events
 - Hiking at Blue Ridge → Multiple events
 - Picnics in the Arboretum → Potluck style, once or twice
 - BBQ's Putah Creek Lodge → Two times
- Cap events at a decent number (15) so that Actives and Alumni can feel more comfortable
- Work with Corresponding Secretaries, and Membership VP's to create events
 - Organize Alumni Workshops in CLW with BoOB Comm's help
 - Create events in the Bay Area and Sacramento to help accommodate IPhi and IC Alumni

Sergeant-At-Arms S2K12 Term Plan

Timothy Mascarinas, Tommy Hoang, Karena Shum

Mission Statement: To allow the Chapter to view SAAs more than just regulating meetings, and to interact/engage with SAA-oriented activities in various settings.

Goals:

- 1. Encourage Actives to serve as “role-models” to pledges by being attentive during General Chapter Meetings**
- 2. Pre-empt Secret Week about hazing. Here we will explain and warn all families about hazing, what is appropriate and inappropriate, the consequences of hazing, etc.**
- 3. Restructure Risk Management Committee**
 - As Chair of RM Comm, we want to emphasize responsibility to Elected Officers.
- 4. Run SAAComm with a more meaningful impact to Pledges than just taking quizzes for satisfying Comm credit.**
 - Participate and operate a Mock General Chapter Meeting as part of CLW, or at a later time where Pledges in SAAComm have an opportunity to be an “SAA.” Current SAAs will moderate and assess Pledges’ activity.
 - Robert’s Rules Workshop will be SAAComm’s Responsibility
- 5. Host and educate pledges and actives about drug abuse, alcohol and first aid safety through workshops.**
 - We have been asked by Joaquin Feliciano, an administrator for all Greek Fraternities/Sororities to raise awareness of these issues.
- 6. Assign Pledge Group Seatings during General Chapter Meetings**
 - Cap or No Cap, we would like to arrange pledge group seatings for meetings.
 - At the start, this allows pledges to develop a stronger connection with their group members.
 - Depending on the Class Size, this prevents Pledges from sitting in the back rows during meetings.

Historian S2K12 Term Plan

Anna Comande & Michael Choe

Mission Statement: To continue preserving the history of the chapter (awards, traditions, etc) and to increase the chapters' knowledge, awareness, and appreciation for the chapter and it's history.

Goals:

1. Retrieve photos more efficiently

- Collect digital pictures online with DropBox folder share
- Set up historian office hours once a week where historians (either Anna or Michael) will bring their laptop to the CoHo to retrieve pictures through USB. Photos will be uploaded to smugmug by historians.

2. Improve scrapbook accessibility and content

- Have the S2K12 scrapbook completed by Banquet
- In addition to having a tangible scrapbook, begin digitizing this term and past term scrapbooks for view in an album on smugmug
- Keep the scrapbooks at a central location and be viewed by appointment
- Include more written history about specific events during the term (examples: presidential testimony on how the term went, active/pledge input/comments about the event/term, alumni input)

3. Collaborate with Alumni Secretaries

- Include alumni interviews into the scrapbook

4. Continue to preserve the Chapter's history

- Update the wiki within a week whenever changes or updates have been made to the chapter history (pairings, awards, other changes or revisions in documents, positions, etc)
- Include a weekly trivia question during the chapter meeting to enlighten members about their chapter's history
- Begin to research and collect news paper clippings, slideshows, etc in a centralized location online