



INK: Important news for chapter officers and advisors

Tapping, Orientation and Initiation: keys to membership success

Membership selection is vital to the success of your Mortar Board chapter. Beyond the selections meeting and submitting candidates to the National Office for approval, the following are essential to future membership involvement:

Tapping

Tapping is a time-honored tradition, dating back before the birth of Mortar Board to the founding of its oldest chapter at Cornell University. The term, taken from the literal act of tapping a new member with a mortarboard, has become synonymous with membership in the organization. For many alumni, one of their fondest Mortar Board memories is how they were publicly tapped. Here are some great examples of tapping at different universities:

- Northwestern University personally taps selected candidates at their residences and places congratulatory posters with a special treat on their door
- After obtaining permission from professors, Wichita State University will visit one of each selected candidates' classes. There, they will make an announcement, present the applicant with initiation information and a yellow rose.
- Last year, Purdue University posted a tapping video on YouTube for a new member who was studying abroad.

Review the Membership Selection Handbook for tips or download a sample tapping script.

Orientation

Orientation, a step required in the national *Bylaws*, is vital to properly transitioning your chapter year after year, as well as educating new members about the organization they are joining. A forgotten orientation or improper transition can lead to the downfall of a chapter, as the chapter's existence relies on the talents of new initiates.

At orientation, it is important to properly inform new members about their obligations to their new Mortar Board chapter. New members should be made aware of the participation policy, dues and other chapter requirements.

The goals of orientation are:

- To inspire and motivate
- To build new members' pride in Mortar Board membership
- To share knowledge about national Mortar Board
- To learn about the local chapter's traditions, projects and structure
- To develop a commitment to active membership in Mortar Board

Mortar Board has created a guide that can assist in smoothly welcoming the future of Mortar Board, the New Member Orientation Guide. Be sure to refer to this guide when planning an orientation agenda.

Initiation

Initiation should be a special ceremony that members and their families can look back on fondly for many years to come. Robes, candles, music and refreshments add to this honored ritual. Plan every detail, and if the ceremony is held outdoors, plan what would be done in the case of rain. The Initiation Ceremony Booklet, complete with sheet music for Mortar Board's songs and a complete script of the national initiation ceremony, will guide your chapter to success.

What are you doing for Mortar Board Week?

Mortar Board Week, held Feb. 10-16, 2008, is a great time to celebrate Mortar Board on your campus. What is your chapter doing? Even if you didn't submit an

Deadlines & Reminders

January 31

Applications for post-graduate Mortar Board fellowships are due

Before tapping

Official Membership Report (OMR) (Due between the selection and tapping of new members)

March 15

Mortar Board Forum magazine submissions due

Alumni Award nomination form due

Conference assistant application due

May 15

Chapter Finance Report due

Chapter Annual Report due

Advisor Annual Report due

OMR and fees due (or within one week of initiation)

Officer Address Information Form due (or immediately following chapter officer elections)

National conference registration due

Chapter Web site Award nomination form due

Golden Torch Award nomination form due

Project Excellence Award nomination form due

Most Improved Chapter Award nomination forms due

Excellence in Advising Award nomination form due

activity on your Chapter Planning Calendar, let Mortar Board know about it now! We would like to share this information with your university and local media to get the word out about Mortar Board. All information, big or small, can be sent to mbforum@mortarboard.org.



Fellowship deadline rapidly approaching

Members furthering their education with post-graduate study should apply for Mortar Board 2008-2009 fellowships by January 31, 2008.

Recipients are chosen for academic excellence, recommendation, promise, financial need and Mortar Board involvement. This year, there is a projected \$63,500 available in fellowships, the largest of which provides the recipient with \$10,000. Don't forget to forward this information to all your chapter members!

Apply Now or Learn More

Reading is Leading/Mortar Board Week photo contest

The chapter to submit the MOST photos of their group in action at Reading is Leading or Mortar Board Week events will win free t-shirts for their entire chapter.

Just be sure to send your photos in an e-mail or CD to the following address, postmarked by February 29. If you win, we'll contact you asking for a list of quantities and sizes, so be prepared!

mbforum@mortarboard.org
Mortar Board National Office
Attn: Mortar Board Forum
1200 Chambers Road, Suite 201
Columbus, OH 43212

Mortar Board Week sale

Does your chapter need something to wear to show your Mortar Board pride this February? If so, the National Office has the perfect sale for you! Our white screened tees are on sale now through February 15 for just \$7 each, or a special bulk rate of \$6 each when chapters order five or more!

Get your t-shirts today!

Chapter Spotlight: Hope College

At Hope College, members are not only scholars and leaders: they are truly devoted to service. According to chapter President Matthew Wixon, "All of our activities have an element of service woven within them, and we are very deliberate in that."

The chapter has quite the list of service projects they cherish. To name a few, the chapter holds book drives, participates in Relay for Life, supports children in Hope's Court Appointed Special Advocates (CASA) program, holds a disabilities prom for local special needs citizens and much more. Their service isn't even limited geographically. This year, the chapter sponsored a Compassion Child in the Philippines, raised \$1,300 to help a family in Mexico buy school supplies for their adopted children, and sponsored several student scholarships in Tanzania.

Although the chapter has a full agenda of activities, their planning and organization make it seem like a breeze. To other chapters, Wixon recommends, "Plan your events early, and make sure you don't do too many things! If the members feel overwhelmed by always having things to do, they will become disengaged and disinterested... choose your commitments wisely and do them fully when the time comes."

The Alcor chapter at Hope College was one of five 2007 Ruth Weimer Mount Chapter Excellence Award finalists.



Chapter Project Grant application due

Icebreaker of the month

Guess Who?

* Distribute small, identical pieces of paper and pens to each member.

* Ask members to write down their name and a true fact about themselves that they don't think others would guess.

* Instruct members to fold the piece of paper and place in a basket or hat being passed around.

* The group leader will pull the facts out one by one, assigning each fact a number and reading it out loud.

* Each member will number their papers and guess who each fact is associated with. Continue until all facts have been read.

* To reveal the truth, re-read each fact and instruct the writer to raise their hand. Members will check their answers, and the person who correctly guessed the most wins a prize.