



# Mortar Board

Scholars...Chosen for Leadership...United to Serve

## INK: Important news for chapter officers and advisors

### 2009 National Conference to be held July 24-26

Mortar Board is pleased to announce this year's Mortar Board National Conference, "Taking Mortar Board to New Heights," will be held July 24-26 in Chicago at the Marriott O'Hare. The conference will feature many opportunities to share new ideas, learn about Mortar Board, and network with chapters from across the country.



Every chapter is REQUIRED to send one representative to the national conference each year. This representative should be the newly elected president for your chapter, so remind those who are running for president that they should be available for travel this weekend.

In addition to meeting new people and learning more about Mortar Board, your chapter delegate has the power to vote on new organizational legislation. Best of all, this delegate's attendance at the conference is fully funded, including travel, accommodations and meals!

Some highlights:

- Alumni award recipients will be honored
- Nationally-renowned speakers will address members
- Members can network with each other, esteemed alumni and national leadership
- The traditions of Mortar Board will be celebrated at an exquisite candlelight banquet
- Members can socialize with wonderful evening entertainment events
- Delegates from more than 200 chapters can get to know each other and learn about other chapters from across the U.S.

Registration opens March 15 at [www.mortarboard.org/conference](http://www.mortarboard.org/conference), so be sure to share this information with your chapter's official delegate in a timely manner. The deadline to register is May 15.

Chapters are encouraged to send additional chapter members and advisors for a nominal fee of \$225 per attendee. These attendees are also responsible for arranging their own travel and covering associated costs.

### Payment of national fees

Fees are a requirement of membership and all chapters are required to collect the listed fees on behalf of Mortar Board and submit to the National Office. These fees allow Mortar Board to provide valuable support, services and the honor of lifetime membership.

Fee	Amount	Paid by
National new member fee	\$60*	Member to National Office
Continuing senior fee	\$25	Member to National Office
Local new member fee	Varies**	Member to chapter (chapter keeps)
Honorary member fee	\$0	Fee waived this year
Conference fee	\$200	Chapter from funds

\* Based on financial need, each chapter is permitted to waive one new member fee annually. The Coral V. Stevens Gift Membership is selected confidentially, and may be awarded to one new member or a few, up to a maximum of \$60.

\*\* Some chapters charge local fees in addition to the \$60 national membership fee, in order to support local initiatives. If your chapter charges a local fee, it does not need to be submitted to the National Office.

Following the submission of Form III of the temporary OMR, the total amount your chapter owes will be calculated automatically. This page should be printed and sent along with payment to the National Office within one week following initiation. The finalized OMR

### Deadlines & Reminders

#### March 15

- Excellence in Advising nominations due
- Alumni award nominations due
- Conference assistant applications due
- *Mortar Board Forum* magazine submissions due
- Conference registration opens

#### May 15

- Chapter Annual Report due
- Chapter Finance Report due
- Final Official Membership Report (OMR) due
- Advisor Annual Report due
- Officer Address Information Form due
- Chapter Project Grant applications due
- Conference registration due
- Annual chapter award nominations due
- All fees due

### Icebreaker of the month

#### Catch me if you can

Line up members in two equal lines, facing each other, so that they are in pairs.

Participants should be given approximately 30 seconds to look at their partners, taking in all details about the individual.

The leader then instructs the two lines to turn and face away from the center (so members are both looking away from their partner). One or both lines has 30 seconds to change something about their appearance (change a watch to different wrist, unbutton a button, remove a belt, etc.). The change must be discrete, but visible to the partner.

The leader instructs the members to turn and face each other again. The players again turn to face each other and have 30 seconds to one minute to

workbook should be e-mailed to [mortarboard@mortarboard.org](mailto:mortarboard@mortarboard.org) and printed materials and fees submitted to: Mortar Board National Office; 1200 Chambers Road, Suite 201; Columbus, OH 43212.

## ***Proper officer transition continues your chapter legacy***

Chapter transition is most effective when planned to include both the newly initiated and existing members of the chapter. Officer training and transition also directly affects the success of Mortar Board. Each incoming and outgoing officer should download the Officer & Advisor Handbook and use it as a guide during their transition.

A suggested meeting agenda for a combined meeting of old and new officers and advisors includes:

- A discussion of the greatest challenges of the past year, both positive and negative
- Suggestions from the outgoing officers for improvement
- Individual meetings of new officers and advisors with their predecessors
- Time for new officers and advisors to ask questions
- Verification that all membership fees have been sent to the National Office within one week of initiation (or no later than May 15)
- Have members exchange phone numbers and e-mail addresses to stay in contact over the summer and throughout the upcoming academic year
- Report all the new officers on the Officer Address Information Form immediately following elections
- Select a chapter delegate (typically the newly-elected president) to attend the 2009 Mortar Board National Conference

## ***Not ready to give up your Mortar Board involvement? Become a conference assistant!***

Each year, Mortar Board invites outgoing chapter members to apply to be conference assistants. If you enjoy pulling off large events, have great attention to detail, are willing to jump in where help is needed, and are enthusiastic about Mortar Board, we would love to have you!

Benefits of being a conference assistant:

- Arrive early to meet with the esteemed national leadership of Mortar Board
- Attend the 2009 Mortar Board National Conference in Chicago for free (including travel, accommodations and meals)
- Help execute Mortar Board's largest event of the year
- Build lasting relationships with other Mortar Board members from across the nation
- Get a jumpstart on being a part of the national leadership – many conference assistants have gone on to become section coordinators, committee chairs and even National Council members
- Assist delegates from each of Mortar Board's chapters as they prepare for the upcoming academic year

Applications should be submitted to the National Office by March 15. Candidates must be available to participate in the conference from July 23 - 26. Additionally, your chapter advisor or administrative liaison should submit a recommendation form on your behalf.

Have questions about being a conference assistant? Contact Megan at [mstevens@mortarboard.org](mailto:mstevens@mortarboard.org).

## ***Graduation flower sales***

Mortar Board's longtime partner for graduation flower sales, Blossom Express, makes it easy for your chapter to hold a graduation flower sale as a fundraiser.

- The company offers quality rose bouquets in a variety of colors, already wrapped ready to distribute.
- Chapters are not required to pay any up-front expenses - payment follows the fundraiser, and flowers are shipped at no cost.
- Groups are provided with high-quality flowers. In fact, if the flowers aren't up to snuff, Blossom Express will ship replacements.
- A chapter can earn up to \$2,000 for less than a day of effort.

discover the physical changes that have been made.

With this activity, members get to interact with each other and have fun!

## ***Alumni awards: nominations sought***

Do you know an outstanding alumnus? Mortar Board is currently accepting nominations for the Alumni Achievement Award and Distinguished Lifetime Membership Award. Learn more about specific qualifications for each award or nominate an alumnus online.

## ***From your National Council student representative***

Mortar Board members,

Right now is an exciting time for us, students. The year is coming to an end, and many of us have a foot out the door. Whether the future holds more education, a job, traveling, etc., we cannot forget to end the academic year with the same fervor with which we began. The selections process is a great way for us to reengage with the principles of service, scholarship and leadership, and I have learned that from recent experience. Preparing to welcome in a new class also allows your current class to reconnect, enjoy one another's company, and work on creating bonds that will last far beyond college. Good luck with the selections process.

- Joe Joseph M. Rodriguez serves as chapter president at the University of Arizona as well as one of two National Council student representatives. The other seat is held by Katie Schirmer, a recent graduate of Drury University. Katie's term will end in July 2009 and Joe's term will end in July 2010.

If you have any ideas or input that you would like shared with national leadership, please feel free to e-mail them.

- Blossom Express provides sales support, suggestions and tips every step of the way.

### Special incentive for new participating chapters only

Blossom Express has agreed to donate \$250 to each new chapter that signs up this year to sell flowers. The grant can go a long way to help support the great things your chapter is already doing. If you think you may be interested in selling Blossom Express flowers at your university's commencement ceremony, contact Lori Taylor by phone at 800-332-7421.

## Summer internship opportunity at the National Office

The Mortar Board National Office in Columbus, Ohio is hiring a part-time, paid intern to work a 12-week period over the summer. Interns should have strong computer and customer service skills, and can be of any major or field of study.

If you plan on spending the summer in Columbus, Ohio and are looking for the opportunity to learn the ins and outs of a national honor society, consider applying by April 30. View a complete job description for more details and how to apply.

## Chapter Spotlight: University of San Diego

The 39 members of the Alcala chapter at the University of San Diego come from diverse backgrounds, participate in various student activities, hold numerous leadership positions, are devoted to multiple community service efforts and have strong academic records. In fact, Mortar Board members are so diverse that many other clubs and organizations on campus have at least one member who is involved in Mortar Board. On USD's intimate campus consisting of only about 5,100 undergraduate students, Mortar Board members make a significant on campus.

This outstanding chapter is a previous recipient of the Ruth Weimer Mount Chapter Excellence Award. Last year, the chapter was presented with both the Silver Torch Award and the Project Excellence Award for its outstanding work throughout the year. The group exemplifies scholarship, leadership and service. It honors the "Reading is Leading" national project by holding a literary Halloween event.

Mortar Board Week is no exception when it comes to the excellence of the group. The chapter traditionally holds a backpack stuffing, joining forces with the San Diego State University chapter and area alumni to stuff approximately 50 backpacks for low-income children at this charitable and social event. Additionally, the chapter hosts an Annual Faculty Appreciation Dinner during Mortar Board Week. Members invite a professor, faculty or administrator who has had a significant impact on their college experience or careers at USD. Held at the beautiful Faculty Dining Hall overlooking Mission Bay, the event allows members the opportunity to share how their guests have made an impact on their academic career.

As the year comes to a close, appropriately transitioning old and new members and officers is a challenge that many chapters face. Each year, the Alcala chapter holds an orientation so all new members can learn about the organization and know what experience lies ahead. Additionally, they reserve the last few meetings of the year as joint meetings for old and new members. To assist officer transition, each officer creates or updates a binder to pass down to their successor.

Finally, the fall brings a small member retreat to campus. This is a wonderful bonding opportunity to really form a group of diverse individuals into and devoted team. Chapter President Matt Leigh explains, "One of the best things about Mortar Board is the potential contacts that can be made and the potential for networking. It is a shame to go through the year and have no clue what the person next to you gets excited about, or what his/her passions are. These are people that will be leaders in their respective fields and whatever career paths they choose to take. Make the effort to get to know them now, and they may be able to help you substantially down the road."

Matt's advice is to enjoy your senior year and time as a Mortar Board member. "This is one of the best times of your life when you are lucky enough to explore and discover the things that get you excited and the things you can be passionate about. If you can find that one thing that you love to do in life, and you devote your time and efforts to loving and serving others, you will continue to excel in leadership, scholarship, and service." He also stresses the importance of really getting to know Mortar Board chapter members. "These people are the best of the best on your campus. It follows that there is a very good chance that they will become the best of the best in whatever they choose to do with their lives. Take the time to establish these lifelong friendships."



USD faculty member and Mortar Board advisor Dr. Michael Mayer was tapped for honorary membership in the Alcala chapter of Mortar Board at the University of San Diego's Annual Faculty Appreciation Dinner.