



## INK: Important news for chapter officers and advisors

[Chapter Resources](#)   [Report Forms](#)   [Calendar](#)   [Update your Information](#)   [Chapter e-mail](#)

### Passing the torch to a new class: chapter transition

A good transition is vital to the ongoing success of your chapter! You can help new members connect with the history and learn the traditions of Mortar Board by having a thorough transition plan.

#### Chapter transition

It will be important to include both current and new members in your transition. Some suggestions to help you plan a transition meeting include:



*Northern Arizona University initiation*

- In a joint meeting, discuss the successes and challenges of the past year. Share what you have learned with new members.
- Don't lose momentum over the summer—have new members exchange contact information so they can keep in touch with each other.
- Help the new class set goals, like increasing your presence on campus or taking on more projects that enhance student life.

#### Officer transition

Complete training of new officers will help ensure that the chapter continues to grow and develop. Tips to help the officers get off to a great start are:

- Help the new class understand the duties and expectations of officers. You can find great information in the [Officer & Advisor Handbook](#) or in the Bylaws, Article VI, Section 1.26. Elect officers for the coming year.
- Meet one-on-one with the incoming officers and advisors. You can pass all of the records (in a binder, folder, CD, or flash drive) you have gathered over the past year.
- Encourage the new officers to ask questions! Suggest that they download the [Officer & Advisor Handbook](#) and use it as a guide.
- Make sure the new chapter president and officers know about the [national conference](#) this summer! The president is required to attend. You can encourage other officers and advisors to attend the conference as well. It is an excellent opportunity to network with other chapters and get in touch with the history and tradition of Mortar Board. The deadline for registration is May 15.

#### Other end-of-year opportunities

Spring will be a busy time for you! But, keep these things in mind as you complete your transition:

- Please [refer to the deadlines and reminders section listed in the sidebar for a list of important due dates.](#)
- Please make sure the outgoing officers verify that all membership fees have been sent to the National Office on or before May 15.
- Report contact information for new officers to the National Office to help national Mortar Board leaders keep in touch with your chapter.
- A new chapter advisor might also be selected or added at this time. Review the requirements for advisors and thank your current advisor(s).
- Finally, remember that Mortar Board is forever! As they become alumni, invite



### Helpful Downloads



**You can find great information on how to transition your chapter starting on page 14 in the Membership Selection Handbook.**



### Deadlines and reminders

Due March 15

- [Excellence in Advising nominations](#)
- [Conference assistant application](#)
- [Forum submissions](#)
- [Conference registration opens](#)

Due May 15

- [Chapter Annual Report](#)
- [Chapter Finance Report](#)
- [Final Official Membership Report](#)

outgoing members to fill out a change of address form (available online) to continue their lifelong membership in Mortar Board.

## ***Make a statement with Mortar Board apparel***

Be proud to be a Mortar Board--showcase your membership with a wide range of merchandise available in the [Mortar Board store](#).

Graduating seniors--don't miss out on Mortar Board stoles, honor cords and medallions, which will distinguish you as a Mortar Board during your commencement.

There are also plenty of other great gifts for graduates and new members alike.

[Visit the Mortar Board store today!](#)



## ***Get ready for Chicago: National Conference registration opens March 15***

Chapter presidents, officers and advisors are invited to be a part of Mortar Board's biggest annual event, the [Mortar Board National Conference](#). This year's conference will be held Friday, July 29 through Sunday, July 31 in Chicago.

Each chapter's newly elected president will serve as an official delegate and is invited to attend with the costs of travel, double occupancy accommodations and meals covered. Other chapter officers and advisors are encouraged to attend with payment of only \$245\*.

The National Conference is about networking, sharing ideas and experiencing the tradition and honor of Mortar Board membership. Highlights will include:

- You will learn about other Mortar Board chapters—over 200 of them—from around the country and share your stories and ideas with them.
- Want to know more about Mortar Board? You will learn about the Society's history and get tips for leading your chapter.
- You will get "The Book"—a helpful binder with lots of information to help you in the coming year.
- Keynote addresses by nationally-renowned speakers, great breakout sessions, and networking with esteemed alumni and national leaders will be a part of your experience.
- You can hear the amazing stories of Mortar Board alumni and help celebrate the traditions of Mortar Board at a beautiful candlelight banquet.
- It's Chicago! You will have many great opportunities to socialize at wonderful evening entertainment events.

Each chapter must send an official delegate to remain in good standing nationally. If possible, this delegate should be the newly elected chapter president, but may be another chapter officer or member if the president is unable to attend. ***Before officer elections in your chapter, please remind candidates for chapter president of the expectation that they attend the conference and make themselves available to be present in Chicago from noon, Friday July 29 through 2 pm, Sunday July 31.***

Registration opens March 15. Please share this information with your chapter's new

(OMR)

- [Officer Address Information Form](#)
- [Advisor Annual Report](#)
- [Chapter Project Grant application](#)
- [Conference registration closes](#)
- [Historian Annual Report](#)
- [Annual chapter award nominations](#)
- All fees

***All reports can be submitted to reports@mortarboard.org!***

## Tip of the Month

### ***Icebreaker of the month: The Pig Personality Profile***

Give chapter members the following instructions:

On a blank piece of paper draw a pig.

Also advise members not to look at their neighbor's pig and give no further instructions other than to say the pig is of the animal variety! Do not influence how the pigs are drawn. Their drawing will serve to interpret their personalities.

The results are:

If the pig is drawn toward the top of the paper you are a positive & optimistic person.

If the pig is drawn toward the bottom of the page, you are pessimistic & and have a tendency to behave negatively.

If the pig is facing left, you believe in tradition, are friendly, and remember dates and birthdays.

If the picture is facing forward (towards you) you are direct, enjoy playing the devil's advocate, and neither fear nor avoid discussion.

If the pig is facing right, you are innovative and active, but have

president or official delegate in a timely manner.

The deadline to register is May 15. Registrations received after the May 15 deadline will incur a late penalty fee of \$75 to be paid by the attendee.

*\*Chapter delegates choosing additional options, such as single rooms or optional entertainment options, are responsible for those fees. Chapter and advisor attendees are responsible for arranging their own travel and covering associated travel costs.*

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## ***National Council nominations accepted through March 15***

Becoming a part of the National Council gives members and alumni numerous unique opportunities they won't be able to experience anywhere else:

- Participate in the governing body of a nonprofit organization
- Have the opportunity to meet members from all over the country at the national conference and when traveling as a national representative of Mortar Board
- Network with student leaders and diverse professionals on a regular basis
- Execute vital projects and make decisions that will greatly affect Mortar Board
- Utilize distinctive talents and build new skills to help enhance Mortar Board

[Learn more](#) about the positions and how to [nominate](#) yourself or another qualified candidate now.

[See the deadlines and reminders information in the sidebar for a list of other important due dates!](#)

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## ***Forum news submissions***

Has your chapter been active on your campus? Share your photos and news with us so we can include your chapter in the next edition of the *Mortar Board Forum*.

Email your information to [mbforum@mortarboard.org](mailto:mbforum@mortarboard.org). The deadline for spring submissions is March 15!

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## ***Chapter Spotlight: Mississippi College***

Students from Mortar Board's Section 7 gathered February 18-19 on the campus of Mississippi College for a regional conference. Chapters from Mississippi College, the University of Mississippi, Mississippi State University, Louisiana State University, Mississippi University for Women, Tulane University and the University of Louisiana-Monroe were represented.



*Students from the Section 7 chapters*

Ahead of the gathering, each institution held a school supplies drive to benefit Poindexter Elementary School in downtown Jackson, Miss. The chapters gathered books, boxes of tissues, hand sanitizer, paper and pencils and delivered them to the school.

Together with a nonprofit ministry in the Jackson area, the group also helped build a community garden in one of the city's poorest neighborhoods.

The conference concluded with a banquet on Saturday evening, held in the President's Dining Room at Mississippi College. Casey Stevens, president of Mississippi College's Cap & Gown chapter and one of the primary organizers of the event, said, "The setting was beautiful, the food was great, and it was encouraging to hear from other Mortar Board members and chapters about the progress they've seen in their own chapters this year."

neither a sense of family, nor remember dates.

If the pig is drawn with many details, you are analytical, cautious and distrustful.

If the pig is drawn with little detail, you are emotional, naive, care little for detail, and take risks.

If the pig is drawn with four legs showing, you are secure, stubborn, and stick to your ideals.

If the pig is drawn with less than four legs showing, you are insecure, or are living through a period of major change.

The larger the pig's ears you have drawn, the better listener you are.

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For Mortar Board e-news

*Having problems viewing this e-mail? View it as a [Web site](#) or download a [printer-friendly version](#).*

You are being sent this e-newsletter because you have been reported as an officer or advisor for your chapter of Mortar Board. If you are no longer a chapter officer or advisor and have already reported this to your local chapter, you may unsubscribe from this newsletter.

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Mortar Board | 1200 Chambers Road, Suite 201 | Columbus, OH 43212 | 800-989-6266  
mortarboard@mortarboard.org | www.mortarboard.org  
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