



# PRESIDENT'S REPORT FORM

## FOR THE CHAPTER FIELD REPRESENTATIVE VISIT



President's Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Date: \_\_\_\_\_

Chapter: \_\_\_\_\_  
 School: \_\_\_\_\_  
 Officer Term Began: \_\_\_\_\_  
 Officer Term Ends: \_\_\_\_\_

**Instructions:** Please complete this form and provide it to the CFR upon his/her arrival to your campus. Answer the questions as they pertain to your view of the chapter. If a question does not apply to your chapter, cross it out.  
 Please put a star to the left of any question you have particular concerns/comments about and we will discuss them.

Rating Key: SA = Strongly Agree, A = Agree, D = Disagree, SD = Strongly Disagree

### Chapter Leadership and Structure

- Chapter Constitution is known by the chapter and kept up to date .....Yes / No (please attach)
- The chapter has a written Code of Conduct.....Yes / No (please attach)
- Written meeting agendas are used and provided to all members .....Yes / No (please attach)
- Chapter meetings are held on a regular basis and at a regular time .....Weekly / Bi-Weekly / No
- Approximate average meeting length.....\_\_\_\_\_
- Chapter consistently follows the rules in the chapter constitution.....SA A D SD
- Meetings are effective and efficient.....SA A D SD
- The Executive Council is effective in working with the chapter .....SA A D SD
- The chapter has training for new officers .....SA A D SD
- Officers have up-to-date and relevant notebooks .....SA A D SD
- Officer expectations and duties are clear and balanced .....SA A D SD
- The chapter has discussed and approved clear goals for itself .....SA A D SD
- When the chapter makes decisions, everyone has a chance to be involved .....SA A D SD
- Overall: The chapter's structure is designed to make it effective.....SA A D SD**

### Brotherhood and Motivation

- The chapter holds brotherhood-building activities regularly.....SA A D SD
- Attendance and participation of members in chapter events is very good .....SA A D SD
- Morale is strong.....SA A D SD
- The brothers work well together as a team .....SA A D SD
- The chapter has a strong brotherhood .....SA A D SD**

### Sponsor/Director of Bands

- Chapter's Sponsor is the Director of Bands.....Yes / No
- Sponsor/Director of Bands are invited to chapter functions.....SA A D SD
- President meets regularly with Sponsor and/or Director of Bands .....SA A D SD
- Relations with Director of Bands are good .....SA A D SD**
- Relations with Sponsor are good .....SA A D SD**

### University and Department Relations

- The Chapter is a registered student group on campus.....Yes / No
- Chapter applies for funding from the College/University .....Yes / No
- Chapter members are involved in other campus organizations .....SA A D SD
- Chapter has a good image in the School/Department of Music.....SA A D SD**

### Band Program and Musicality

Participation in a band class is required each: .....Term / Year / Never  
Chapter has specific activities to appreciate music and build musicianship.....SA A D SD  
The chapter upholds high standards of musicianship.....SA A D SD  
The chapter's image among band members is positive.....SA A D SD  
**The chapter is made up of and recruits the best band members** .....SA A D SD  
**The chapter is an integral part of the band program**.....SA A D SD

### District Involvement

Percent of chapter that attended most recent district convention:.....%  
Chapter attends most district functions.....SA A D SD  
Chapter is in regular contact with district leadership.....SA A D SD  
Chapter regularly invites other chapters to events .....SA A D SD  
Chapter regularly attends other chapters' events .....SA A D SD  
District Officers and Governor(s) are helpful to the chapter .....SA A D SD  
**Overall, the chapter's participation in the district is strong** .....SA A D SD

### Relations with the National Fraternity

Percent of chapter that attended most recent National Convention:.....%  
Members of the chapter attended the Leadership symposia .....yes / no / what's that?  
Communication with the National Council is good .....SA A D SD  
Communication with the National Headquarters is good.....SA A D SD  
Chapter's attitude toward the National Council is positive .....SA A D SD  
Chapter's attitude toward the Board of Trustees is positive.....SA A D SD

### Joint Relations

Please circle the organizations that exist on your campus: .....ΤΒΣ, ΦΜΑ, ΣΑΙ, ΜΦΕ, ΔΟ, \_\_\_  
Regular joint events and projects are held with the other groups .....SA A D SD  
**Relations with other musical organizations are strong** .....SA A D SD

### Risk Management

Chapter educates members on the Policy on Hazing each year.....Yes / No  
Chapter educates members on the Policy on Controlled Substances each year .....Yes / No  
Chapter educates members on the Policy on Discrimination each year .....Yes / No  
**Chapter has a strong understanding and commitment to these policies**.....SA A D SD

### Service

Level of service for the Marching Band .....strong / medium / weak  
Level of service for the Concert Bands.....strong / medium / weak  
Level of service for the Jazz Bands .....strong / medium / weak  
Level of service for the Other Band Ensembles .....strong / medium / weak  
Level of service for the Music Department .....strong / medium / weak  
Chapter's service projects are worthwhile .....SA A D SD  
Chapter's projects are well-planned and successful .....SA A D SD  
Chapter's level of service has improved in past year .....Yes / No  
**Overall, the chapter is serving effectively**.....SA A D SD

**Scholarship and Awards**

Chapter has a minimum GPA to join .....Yes: \_\_\_\_ / No

Chapter has a minimum GPA to remain active.....Yes: \_\_\_\_ / No

Chapter has resources available to assist brothers academically .....SA A D SD

Chapter has strong knowledge of available national awards.....SA A D SD

Chapter applies for National Academic Awards .....Yes / No

Chapter applies for Other National Awards.....Yes / No

**This is a chapter of scholarship and achievement .....SA A D SD**

**Overall Chapter Assessment**

Chapter is moving in the right direction .....SA A D SD

Quality of membership is improved over one year ago .....SA A D SD

**Overall, the chapter is meeting its potential.....SA A D SD**

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**Please answer the following questions as best as possible – feel free to type or attach another sheet as necessary.**

What is your role as president?

What are your goals for your term in office (please list)? What progress have you made on each?

In what ways is the chapter doing well?

In what ways could the chapter improve?

How can the CFR be the most helpful to you or to your chapter?

What has been the most frustrating part of your time as president? The most uplifting?

Describe the most important changes that have occurred in the chapter since you joined.

Describe your chapter's relationship with your band program and music department.

Who are the future leaders of your chapter?

How is your relationship with the District Council and District Governors?

How is your relationship with the National Council?

How can the National Headquarters Staff serve your chapter better?

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*Thank you for taking the time to fill out this form before the visit.  
Please include it with all other officer report forms and provide it upon my arrival on your campus.  
For our meeting, please bring your officer notebook and all chapter documents.*

Chapter President's Report for CFR Visit