

Report of the Graduate Development Committee

Chair: *Jason Milton*

Members: *Jennifer Carrillo, Leigh Conner, Eric Geyer, Eric Grocott, Aimee Heili, Candace Dunn, Khalil Khlifi, Trisha Miller, Nicolle Rychlick, Mike Starvaggi, and SueAnn Wang*

Charge	Committee Assignment Lead(s)	Completion	Results/Recommendations
1) Update the Graduate Referral Form and collect improved tracking statistics.	Jenny Carrillo, Eric Grocott	100%	<ul style="list-style-type: none">Referral form has been updated to include phone number in order to make better contact with involved parties.Numbers regarding how many Brothers submit the form is tracked. Brother connection is confirmed/verified at two and four month intervals after connection.Recommendation made to create easier access to form on website has been madeAt end of cycle, Provinces are given list of referral names and contact
2) Develop an improved process for converting Collegiate Brothers to Graduate Brothers through the Graduate Referral Form.	Candace Dunn, Khalil Khlifi	100%	<ul style="list-style-type: none">Improve contact between parties and verify contact twice after connection.Send connection email to Grad Chapter leadership personal email address, Brother, and Province Satrap.Recommendation for easier access has been made.
3) Assess barriers that may exist for Graduate Chapter involvement, and develop action plans to remove those barriers.	Nicolle Rychlick , Aimee Heili, Trisha Miller	100%	<ul style="list-style-type: none">Survey results attachedUpdates to graduate chapter manual to reflect results
4) Create a graduate development plan from a) the Collegiate to Graduate transition perspective and b) the existing Graduate but not engaged	Mike Starvaggi, SueAnn Wang, Candace Dunn, Leigh Conner, Eric Geyer	50%	<ul style="list-style-type: none">Encourage chapters and provinces to use already established activities recommended in graduate chapter manual.

perspective.			<ul style="list-style-type: none"> No new plan developed
5) Survey Graduate Brothers who are not engaged to determine why they are not engaged and what may make them engaged in the future.	Nicolle Rychlick , Aimee Heili, Eric Grocott	100%	<ul style="list-style-type: none"> Data collected from question added to COTY form reveals that current graduate involvement in collegiate chapters exceeds the publicized figure of 1%. Question since removed from form
6) Create a master calendar for all the Graduate Chapters with their activities and meeting dates and work with the Web Services Committee to place the calendar on the website.	Trisha Miller, Khalil Khlifi, Leigh Conner	100%	<ul style="list-style-type: none"> Chapter events added to national calendar on website. Central Office notified of all available events. Determined that many graduate chapters do not notify Brothers outside of their chapter about events and are not using this medium notify others.
7) Work with the Longevity Committee and the Public Relations Committee to develop a strategic program to increase voluntary dues submissions.	Eric Geyer	100%	<ul style="list-style-type: none"> Recommendation may to Longevity committee for slogan “give an hour of your time.” Slogan not used this term Voluntary graduate dues increased this term Publicized paying of voluntary graduate dues at every Province meeting
8) Identify the best practices of high-functioning Graduate Chapters, compile them, and disseminate them so all Graduate Chapters can improve their own processes.	Nicolle Rychlick, Candace Dunn, Eric Geyer	100%	<ul style="list-style-type: none"> Review of GCOTY forms and results reveal activities of high functioning and successful graduate chapters. These items have been added to the graduate chapter manual These tips are corresponded to all groups wishing to form a new chapter
9) Analyze ways to improve the functionality of existing Graduate Chapters. (Find # for optimum functioning grad chapters-EC charge)	Eric Geyer, Mike Starvaggi, Trisha Miller	80%	<ul style="list-style-type: none"> Rosters of top 10 chapters over the last 6 years reviewed. Many rosters determined to not be up-to-date due to lack of submission from chapters

			<ul style="list-style-type: none"> Chapter membership is often a result of geography related to surrounding universities, health systems, and populous of metropolitan areas.
10) Promote the use of the Graduate Chapter Manual on the website, and update the Graduate Chapter Manual if needed.	All Members	100%	<ul style="list-style-type: none"> Promoted at every Province meeting by GMAL. Updated and published with new updates from this term