The College of William and Mary
Office of Greek Life

Scholarship Resources

Compiled in 2011 by:
The Inter Fraternity Council and
The Panhellenic Council

College of William and Mary
Williamsburg, Virginia
Purpose of this resource:

*Note: This is a work-in-progress. However, we hope to keep this scholarship resource as up-to-date as possible for the Greek Community at the College of William and Mary.*

Academic achievement among the Greek community is especially important at the College of William and Mary: the place where Greek tradition began. The first Greek-letter organization, the Phi Beta Kappa Society, founded December 5, 1776 set high academic standards for Greek organizations that have since embraced values centered on strong academic achievement.

This packet is thus intended to be an academic resource for your chapter, and the ideas in it hopefully will provide insight into how you can better educate your new chapter members.

*Special thanks to Illinois Institute of Technology, Office of Greek Life and Leadership programs and WM Dean of Students Office for providing many scholarship resources!*
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PART ONE: Scholarship Resources at W&M and online

This section is intended to provide a general overview of the resources that are available to you as scholarship chairs, and to your chapter members. Many of these resources can be a great tool not only for students who are struggling, but also for students looking to improve specific issues.

I) General Online Academic Resources

1) www.HowtoStudy.com
   Study and stress seduction guides available for purchase. Free resources also located on the website.

2) www.AcademicTips.org
   Tips and tricks to help you manage your time, take better notes, study more effectively, improve memory, take tests, and handle the stresses of college life.

3) www.Success4Students.com
   Workbook and DVD programs ($25-60) available to provide study skills to college students. Other free resources available on the website.

4) www.osmania.ac.in/e-Education/Study%20Guides/
   University of St. Thomas’ incredibly comprehensive scholarship resource

5) www.prenhall.com/success/StudySkI/timemanage.html
   Prentice Hall’s general study skills website. A lot of links including goal setting, time management, study skills, etc.

6) www.ucc.vt.edu/stdysk/checklis.html
   A quick checklist that provides links to solve any possible problem areas.

7) http://owl.english.purdue.edu/owl/resource/557/01/
   Purdue’s MLA formatting guide

8) www.easybib.com
   Stuck trying to format a bibliography? Use this website for help and great formatting tips.

II) WM-Specific Academic Resources

The following is a list of resources William and Mary has dedicated to aid students with academic issues. Please visit these sites and encourage your members to utilize these resources proactively before an academic issue arises.
1) WM Online Directory
   http://www.wm.edu/directory/people/
   Use this to find a student or professor’s e-mail or telephone address.

2) Dean of Students • 757-221-2510 • 757-221-2302 (TDD) • 109 Campus Center
   *Hours are 8am-5pm. Call early for same day appointments!*
   http://www.wm.edu/deanofstudents/
   Schedule an appointment with Nancy Everson, the Dean of Academic Support.
   The Office of the Dean of Students monitors the academic progress and social standing of all undergraduate students. The staff provides academic counseling related to college regulation and policy, and, when needed, makes referrals to related campus resources. The staff members work closely with students and faculty around all areas of concern affecting some students' academic progress. In addition, the staff members coordinate services for students with disabilities and provide study skills education to enhance academic effectiveness.

   Facilitating and guiding community standards related to student success and leadership, the Dean of Students Office delivers quality new student and transfer student Orientation, academic support services, transfer support services, study skills, personal success programs, judicial affairs, and services for students with disabilities. Reporting to the Dean are the Counseling Center and Career Services, providing a seamless support system for the personal development of each student.

3) Academic Advising • 757-221-2476 • Ewell Hall
   http://www.wm.edu/as/undergraduate/advising/index.php
   Make sure you have an advisor and schedule meetings once a semester! The academic advising program at William and Mary is intended to orient you to the requirements of the College, offer assistance with academic planning, and monitor progress toward graduation. Students are assigned to an advisor when they enter the College and when they declare an area of concentration.

4) Career Services • 757-221-3231 Cohen Career Center
   http://www.wm.edu/offices/career/?svr=web
   This office provides knowledge and skills for making career decisions. The services of this office are intended to foster the development of individual identity, autonomy, initiative, and responsibility related to academic performance and the world of work. Assistance is provided through individual career counseling, career development, seminars, and special programs. The office offers access to a computer-based guidance and information system, allowing students a wide range of access to career information including an internship database.

5) Counseling Center • 757-221-3620 • Blow Hall 240
   Hours: 8:00-12:00, 1:00-5:00
   http://www.wm.edu/as/undergraduate/advising/index.php
   This department offers professional assistance with personal issues, relationship issues, and the understanding of self and others. The Center is not just for students
experiencing personal difficulties. All students, including highly successful students, often find significant benefit in counseling as a means of increasing self-awareness, maximizing potential, and making the college experience more productive and meaningful. All matters discussed between a student and counselors at the Center are confidential. The center also offers emergency service twenty-four hours a day.

6) Student Health Center • 757-221-4386
   *MTRF 8:00-5:00, W 10:00-5:00, Sat 9:00-1:00*
   http://www.wm.edu/health/
   The Student Health Center offers comprehensive, quality medical care. The facility has a laboratory and a pharmacy on site. All matters between a student and the Health center staff are confidential. Remember that if a student is experiencing some sort of illness that results in a class absence, it is important that the student visit a health care professional in order to receive medical care as well as a written note to show faculty.

7) Writing Resource Center • 757-221-3925 • Swem Library, First Floor
   http://www.wm.edu/wrc/
   *Call for an individual appointment or check out resources on the website!*
   The Writing Resources Center offers both writing and oral communication assistance to members of the College community at no charge. Consultants can assist people at all stages of the writing or oral communication process - from the idea stage to the revision process. During individual consultations, students will identify the areas on which they want to focus. Together, the student and consultant will explore possible choices. Although collaborative, at no time does the consultant take over authorship of a student's work. Many students come in just to discuss their ideas with an attentive, sympathetic audience.

   **Hours:**
   Monday – Thursday: 1-5pm, 7-10pm
   Friday: 1-4pm
   Sunday – Thursday: 1-10pm

   Swem- (Sunday: 2:00pm - 5:00pm)

   History Writing Resource Center- in Blair 347
   (Monday- Friday: 9:00am-12:00pm and 1:00pm- 5:00pm)

   Students may want to focus on:
   - Developing a thesis
   - Clarifying ideas
   - Organizing the stages in an argument
   - Strengthening specific paragraphs or sentences
   - Improving their delivery for an oral presentation
III) Study Locations

Many students, at one time or another, will experience a great deal of frustration in their search for peace and silence.

A list of some officially designated places for study follows:
- Education Curriculum Library, Jones Hall, Room 209
- Law School Library, South Henry St.
- Physics Library, Small Hall
- Swem Library
- Empty Classrooms at night

For study off campus, several churches have rooms designated as study areas for their student members:
- Baptist Student Center, 224 S. Boundry St.
- St. Bede's Catholic Church, College Terrace
- St. Stephen's Lutheran Church, 612 Jamestown Rd.

*Williamsburg Public Library at 515 Scotland Street is located only a short distance from campus.*
PART TWO: The Role of the Scholarship Chairman

When elected, most scholarship chairmen have little knowledge of what the job entails. A brief transition with the previous scholarship chair usually proves to be less than adequate, and you are often left wondering exactly what it means to be a scholarship chairman, what you do, and how do you do it. This section is not an all-inclusive guide; rather, it will serve as a brief introduction to the scholarship chairman position.

A scholarship chairman should:
- be an above average student, not a genius;
- be able to communicate the respect of new members;
- be an upperclassman with good organizational and leadership experience;
- believe in the importance and purpose of a scholastic program;
- be persistent in efforts to perform the duties of the office.

I) Duties / Responsibilities

General duties of the scholarship chairman include:

1) To promote a positive attitude toward academic achievement;
   a. Recognize chapter members with good grades in meeting or on a bulletin board.

2) To establish academic goals and objectives to direct the scholastic endeavors of the membership toward academically perspectives;

3) To educate the chapter members of the organization’s and chapter’s scholarship standards and to ensure they are enforced;
   a. Make sure you know your national minimum GPA for membership, and to hold office, as well as any chapter regulation stipulated in the by-laws.
   b. The Council for Fraternal Affairs and the Inter-Sorority Council at William and Mary enforce a minimum 2.0 GPA to pledge a fraternity or sorority.

4) To meet regularly with your chapter’s Faculty Advisor;

5) To maintain confidential academic records on all members and determine if anyone is in need to academic assistance;

6) To consult with the Greek Advisor, IFC, WMPC, and other Campus officials for guidance in scholarship resources and programming;

7) To develop and coordinate, in conjunction with the new member educator, a scholarship program for new members;
8) To attend all meetings of the IFC/WMPC scholarship committee;

9) To make full use of William and Mary’s resources in support of study skills and academic achievement, including going to the Career Center and Dean of Students office; and

10) To prepare and maintain a written scholarship program to be submitted to the chapter for approval.
   a. This program can include an incentive and awards program for high or improved scholastic achievement, a tutoring system, study halls, punishments, etc.

II) Promoting Excellence within the Chapter

During Chapter Meetings:

1) Remind the chapter of university deadlines (add/drop dates, graduation deadlines, etc.).
2) Promote social, cultural, academic and career events, and encourage all members to participate.
3) Congratulate members excelling academically.

Recruitment:

1) Display academic awards earned by the chapter and its members.
2) Inform potential members of the chapter’s academic standing and success.
3) Inform potential members of your chapter’s commitment to academic excellence, and recruit people who have a similar desire to achieve.

Bulletin Board:

1) Devote a bulletin board in your house to resume information, job and internship offerings, career services, test deadlines, etc.
2) Post tutoring information.
3) Post awards of those excelling academically.

Motivation:

1) Live by example and set the standard
2) Try to get rid of negative connotations and try to reinforce good behavior
3) Give facts about how much money is wasted each time you miss a class
4) Point system with prizes awarded at the end of a term/semester
III) New Member Excellence

Selection of a new member is important not only to the social well-being of your chapter, but to the academic well-being as well. It is important to consider how this potential member will contribute to the academic integrity of the chapter, and it is also important to continue focusing on academics throughout the entire rush and new member education period.

Consider the following:
1) Have new members compile a list of their classes and test dates and lighten expectations and duties during peak times.
2) Have new members fill out a weekly chart of how their time is spent, and make sure enough time is spent studying.
3) Develop incentives just for new members, instilling the academic spirit of your organization in new members.
4) Keep a flexible new member program and adapt to member’s individual needs. New members will skip important engagements to show up for every chapter function unless advised not to.
5) Create a chapter atmosphere promoting personal academic achievement.

IV) Programming Ideas

Tutors
- Designate members with strong scholastic background as tutors for challenged members
- Use the updated tutoring database on the Greek Life website

Grade Requirements
- Make everyone aware of minimum expectations
- Enforce minimum GPA to attend social events, or to have a little.
- Make room assignments based on GPA

Penalties for Poor Scholarship
- Loss of vote in meetings
- Loss of right to hold a major office
- Loss of social privileges
- Loss of intramural participation

Recognition Program
- Budget money to reward scholastic achievement
- Take improved or high achievers out to dinner
- Have every member donate a dollar and the money goes to the most improved member or member with the top GPA
- Have chapter pay initiation fees for new members with a 4.0
- Create certificates or awards for highest or most improved GPAs
Education

- Have a speaker to discuss study habits
- Have an upperclassman talk about the importance to scholarship
- Invite guest speakers to meetings

V) Reaching out to Faculty

The IFC and WMPC have been working hard to build bridges between the faculty, administration, and chapters, but individual chapters also have to do their part.

Ideas for reaching out to faculty include:

1) Invite a faculty member for dinner. Dress nicely and ask him/her to speak to the chapter after the meal.
2) Invite a faculty or administrator to speak with the new members or chapter about study skills or about academics in Greek organizations.
3) Create a “faculty member of the month / semester / year” award in recognition of outstanding teaching, or service to the Greek community or your chapter.
4) Write about an influential faculty member in your newsletter.
5) Send holiday cards faculty.
6) Meet regularly with the Dean of Students, Greek advisors, and faculty making them aware of your chapter’s achievements.
PART THREE: Chapter Scholarships

Awarding excellence in your chapter is another way to encourage scholarship, and all of your national organizations, your chapters and William and Mary all have scholarships designed for this purpose.

I) National Scholarships

Please visit your national website, or visit the Office of Greek Life scholarship page - http://www.wm.edu/so/greeks/scholarship.php - for information and deadlines regarding national scholarships.

II) Greek Scholarships and Awards at William and Mary

1) Order of Omega

The Order of Omega was created in the fall of 1959 at the University of Miami. It was created to recognize those students who have attained a high standard of leadership in inter-Greek activities; to bring together the most representative fraternity and sorority members and to create an organization to help mold the sentiment of the institution on questions of local and intercollegiate affairs; and finally, to bring together members of the institution's fraternities and sororities on a basis of mutual interest, understanding, and helpfulness.

The Pi Beta chapter of The Order of Omega was founded here at William and Mary in 1996. It recognizes outstanding William and Mary Greeks for their scholarship, leadership in their fraternity or sorority, and service to the school and community. Since its founding, the Pi Beta Chapter has initiated more than 70 members.

You can download an application on the scholarship section of William and Mary’s Greek Life website, or from: http://www.wm.edu/so/greeks/docs/OrderofOmegaApplicationFall2006.doc

2) Mortar Board

Mortar Board, Inc. is a national honor society that recognizes college seniors for distinguished ability and achievement in scholarship, leadership, and service.

The William and Mary chapter has roughly forty members, all highly active scholars and leaders drawn from the senior class. It sponsors a range of service activities each year, such as book drives and literacy campaigns, and helps run College events like the Yule Log Ceremony.
Each year approximately 40 students are admitted to the society. The application is extended to those with a GPA above the all-Greek average, and admission is based on meeting the GPA requirement and on your application.

3) Phi Beta Kappa

Phi Beta Kappa, the nation's oldest and largest academic honor society, was founded on Dec. 5, 1776, by five students at the College of William & Mary in Williamsburg, Va. It was the first society to have a Greek letter name, and in its early years it introduced the essential characteristics of such societies: an oath of secrecy (discarded in 1831), a badge, mottoes in Latin and Greek, a code of laws, and an elaborate initiation ritual.

The members held regular meetings, generally with an emphasis on literary exercises, especially composition and debating. Fraternal sentiments were fostered, and the purpose of some meetings was simply good fellowship. Anniversaries were celebrated in the Apollo Room of the Raleigh Tavern, which the College of William & Mary has recreated on its campus in Phi Beta Kappa Hall.

Since its founding, the number of chapters has increased to 270, and membership has grown accordingly. In 1900, when the first general catalogue was published, the living membership was about 10,500. Today it is more than 500,000. It is an integral part of William and Mary’s rich Greek history, as the nations most prestigious Greek honor fraternity.

Each semester a select group of approximately 40 of the College’s most elite students are selected for admission into the society. Admission is based on nomination, and, accordingly, there is no application.
Top Ten Ways to Manage Life's Stresses

1. Regularly do those things that bring joy and happiness

2. Exercise aerobically 3-5 times each week

3. Take time to effectively relax or meditate for at least 15 minutes each day

4. Sleep 7-8 hours each night

5. Don't take yourself so seriously and speak very kindly to yourself about yourself

6. Scream at the top of your lungs from time to time

7. Enjoy a relaxing massage at least once per month (and more is better)

8. Do the important things first

9. Go with the flow of life

10. Practice yoga as often as possible

http://faculty.weber.edu/malpin/relax/stressresources.html  Michael Olpin Ph.D.
30 Ways to Showcase That Academics Are Important

1. Set a GPA goal.
2. Choose a vocabulary word of the week.
3. Offer a study tip of the week or a study goal of the week.
4. Announce members who were admitted to honor societies.
5. Give small prizes or have a drawing for every member who attended every class/discussion/lab session for the past week.
6. Announce any member who got a perfect score on the previous week at your meeting. Have a small prize or drawing for her.
7. Limit programming so chapter members have more time for study and to take care of themselves.
8. Collect a small amount (25 cents or more) for every class that a member missed during the week. Use the money for a chapter scholarship fund or for prizes/awards for scholarship.
9. Chart/post your chapter's academic standing as compared with the all-university, all-Greek, all-men's, all-fraternity, all-sorority, and all-women's averages.
10. Compare the percentage of members below a 2.0 (or 2.5, 3.0) with those on the dean's list.
11. Post/circulate an I Need Help/I Can Help sheet with the name of the member and the name of the class at your chapter meeting.
12. Have an ice cream sundae event. For every A earned, the member gets a scoop of ice cream or a topping.
13. Invite faculty and alumnæ to an academic excellence event.
14. Hold a scheduling night in your chapter so members can sign up for classes together before they register.
15. Challenge another chapter academically for a pizza (or other) party given by the chapter that has lower grades that term for the chapter that has higher grades.
16. Make healthy snacks available, especially during midterms and finals.
17. Post a chapter calendar that notes each member's tests/papers due. Other members can check that calendar before they ask people to go out. Try not to schedule chapter events when the majority of members have tests/papers due.
18. Arrange for parents to send care packages for midterms/finals.
19. Hold career-oriented workshops for members on résumé writing, interviewing, etc.
20. Reserve parking places for top scholars or the scholar of the week.
21. Donate a book to the library in honor of your graduating seniors or your senior with the top GPA.
22. Publicize chapter/council academic achievements in the campus newspaper.
23. Fund (or partially fund) a chapter member's research project. Honor the professor she is working with during a chapter event.
24. If you have a chapter house, enforce quiet hours for study time. Have Internet access available. If possible, have copy and fax machines in the study area.
25. Hold a workshop on choosing a major or on the best classes other members have taken.
26. Provide information about on-campus services: the career center, the learning center, the writing center, tutoring, counseling, advisement, etc.
27. Give new members a tour of the library or libraries and how to use them.
28. Have members sign scholarship improvement contracts.
29. Post a list with everyone's majors.
30. Post a list with favorite professors/classes.