

# AGR Planning Session

Lambda Chapter

December 4 - 5, 2009

Zane Akins Facilitator

# Vision of Lambda Chapter

To be the premier fraternity

# Issues Prioritized (06/09)

1. To be the housing option of choice(18/14)
2. Recruitment/Diversity of Brothers (16/14)
3. Leadership/Brother Development (11/3)
4. Brotherhood Across Generations (Life long) (10/4)
5. Public Relations (9/0)
6. Academics (9/2)
7. Risk Management (8/0)
8. Fundraising (5/7)
9. Communications (4/3)

## Issue #1 To be the housing option of choice(18)

### Goal: To be the housing option of choice

#### Action Steps;

- Decide the course of action - Alumni Board – December 14, 2009
- Update the membership at Founders day – Neil Fruechte April 10, 2010
- Conduct financial feasibility study, Fundraising Committee, Spring AB meeting Feb. 2nd, 2010  
Neil Fruechte
- Complete new house by Fall 2014
- Maintenance plan for existing house facility – committee, Andrew Voxland - May 2010

# #1 Cont. To be the housing option of choice

## Action steps for Fundraising Committee

- Utilize National AGR resources – AB continuous
- Time line (1 1/2 years June 2011)
- Steering Committee, Neil Fruchte, Wm Manwarren, Stuart Immer, Elden Lamprecht

# Issue #2: Recruitment/Diversity of Brothers

## Goal: To recruit all eligible men of high standards

### Action Steps

- Involve all brothers in recruitment – VNR Recruitment – Feb 09
  - Promote the house
- Develop written recruitment action plan
  - Review and update VNR's recruitment, Alumni Recruitment Coordinator
  - Provide incentives for recruitment
    - Summer budget
    - Scholarships
  - Written plan reviewed annually and in place by Feb 1. VNR Recruitment
    - Expand under non traditional members – College of Biological initiative
    - Consider scholarship for non traditional members
    - Develop an alumni feeder network
    - Develop a proposal for summer recruitment program – January 18
    - Develop a plan for collegiate members to attend AGR KC recruitment school - January
- Goal achieve membership of at least 50 members by the fall of 2010 and at least 60 by the fall of 2011 and to maintain at least 60 there after -VNR Recruitment-
- Get assistance from national Chief Recruitment advisor – March 2010 -VNR Recruitment
- Send VNR Recruitment to recruitment school – January annually - NR

# Issue #3: Leadership/Brother Development

**Goal: To develop brothers as life long leaders (personal and professional & social)**

## Action Steps

- Written leadership/development plan. – (VNR Membership Development & alumni board advisors) Feb. 2010
- Expose members to management by objectives action plan. Advisors implement Fall 2010
- Establish objectives with measurement – June
  - Implement a point system by end of spring semester 2010 – VNR Membership development
  - Develop responsibilities for and conduct performance review annually
    - Alumni Board
    - Advisors
    - Collegiate Officers

## #3 cont. Leadership/Brother Development

- Collegiate officer transition plan
  - Officer retreat held – Noble Ruler – conduct annually by Feb 1
    - Goal setting
    - Expectations
    - Invite Alumni board
  - Attend Leadership Seminar annually – Noble Ruler
    - Encourage Alumni Board attendance – AB President

## #3 cont. Leadership/Brother Development

- Advisor plan
  - Use advisor's handbook – Elden/Andy – on going
  - Transition plan – National board appoints upon recommendation of collegiate board
    - Annual recommendation by C Board – NR - Sept
    - Attend advisor forum – new advisor to attend
    - Review Advisor contingency plan for advisor's – Advisors – Dec 1, annually

## #3 cont. Leadership/Brother Development

- Alumni Board
  - Identify potential new members
    - Set up a nominating committee – AB Pres. – annually
    - Slate offered prior to Founders Day
    - Actively recruit alumni - AB
  - Review Goals annually – AB Pres. – each Oct
  - Attend Leadership Seminar – New members
  - Do annual self assessment of membership of AB members to achieve diverse representation on AB – Nominating committee by Founders Day
  - Identify and encourage additional alumni to become active in addition to board members.
- Develop a plan for greater recognition on all campuses to enhance recruitment, improve networking, promoting identity, social opportunities– collegiate officers – Annual Transition meeting

## Issue #4; Brotherhood Across Generations

**Goal: To enhance relationships of AGR brothers throughout their careers and lives**

### Action steps

- Crescent – at least three / yr –VNR Alumni Relations (1 month after homecoming, March 1, June)
- Founders day – re-evaluation of program every year (AB & CB) –
  - Add 10 year recognition
  - Calling Tree
- Achieve 20% attendance at Founders day, 200 for 2010 – Keith Wolf
- Consider Honorary initiates and industry distinguished service award recognition

## Issue #5; Public Relations

**Goal: To cultivate a perpetually positive and dynamic image to the University and community**

### **Action Steps:**

- Be the best neighbor – collegiate – on going
- Expand the sphere of influence (keep contact with high profile alums) – Alumni Secretary & AB – on going
- Cultivate opinion leaders – AB & CB – on going
- Continue and enhance philanthropy event - philanthropy chair- Annually
- Develop Faculty Liaison job description – NR – Jan 2010

## #5 cont. Public Relations

- Identify stakeholders for which we display our image
  - Janet Clocker – NR –
  - Periodically remind **all** brothers that we have a public image to protect – NR – each semester
- Write press releases on events - philanthropy chair – after every event
- Visit Administrative Officials/Faculty/Staff
  - Go to them – CB – ongoing
- Home Office
  - Complete award applications on time- VNR Planning annually

# Administration

- Edit and Review – Wm – Dec 2009
- Release to community
  - Divide among the people responsible and everyone who attended – Wm – Dec 2009
  - Explain our work in next edition of Crescent (explain the Why's)
    - Jason – Dec 14
  - Put on website – Anez & Heitke – Jan 10
  - Give to U, Brian Buhr, Janet, and others – NR – Jan 10
  - Review strategic plan at Transition meeting VNR Planning Annually
  - Send copy to Zane and AGR home office - Wm -(Rochelle D.)
  - Post Action steps in Chapter House – Advisor Elden – Jan 2010
- Review 6 months later- AB Pres. – May 10

# Finance

**Goal: To maintain a strong financial position that allows the foundation to support a strong active chapter**

## Action steps

- Maintain building fund reserves at least \$250,000 and for annual maintenance of \$25K – AB - ongoing
- Maintain Scholarship fund of \$300 K to provide at least \$20 K for scholarship.– AB – ongoing
- Study and make a recommendation to the AB to add a capital reserve line item to the budget. March 2010
- Wise investments – review investment policy on an annual basis AB Finance committee
- To present budget annually with membership VNR Finance and NR - April
- Conduct at least one Annual fundraising appeal - AB
- Memorials sent to brothers 2 years either side of deceased- AB
- Develop five year budget VNR Finance, AB Treasurer – Spring annually
- Capital Campaign
  - Initiate and complete a capital campaign – Start January 2010, complete June 2011.
  - Conduct a financial workshop - VNR Membership Development – spring 2010

# Long range campus vision & demographics

Goal: To understand the long term direction of the University and capitalize on how Lambda AGR complements it

## Action Items:

- Review TC Campus Master Plan recommendation – AB – as they release and address issues
- Review CFANS long range plan – AB – as released and address issues
- Utilize other resources i.e. Vice Provost, to understand U objectives for students – NR - annually
- Participate on U community action committee Pres. AB
- Attend each first Thursday meeting – NR, AB representation
- Review trends of U enrollment and demographics – VNR recruitment & Alumni Recruitment Coordinator - Annually



DATE	DESCRIPTION	RESPONSIBILITY	STATUS
14-Dec-09	Decide Course of action of housing option	Alumni Board	Complete
April 10 2009	Update at Founders day - housing option	Fruechte	
2-Feb-09	Conduct financial feasibility study	Fruechte	
Sep-14	Complete new house	Alumni Board	
May-10	Maintenance Plan for existing house	Andrew Voxland	
Jun-11	Utilize National AGR resources	AB	
9-Feb	Involve all members in recruitment	VNR Recruitment	
1-Feb-09	Develop written recruitment action plan	VNR Recruitment	
Sep-10	Membership goal of 50	VNR Recruitment	
11-Sep	Membership goal of 60	VNR Recruitment	
Mar-10	Get assistance from National Recruitment advisor	VNR Recruitment	
12-Sep	membership goal of 60	VNR Recruitment	
Annually Jan	Send VNR Recruitment to recruitment school	NR	
Feb-10	written leadership development plan	VNR Membership development & Advisors	
Sep-10	Expose members to management by objectives	Advisors	
Jun-10	Implement a point system	VNR Membership development	
Annually	Develop responsibilities for and conduct reviews annually	Advisors	
Annually	Develop responsibilities for and conduct reviews annually	Alumni Board	
Annually	Develop responsibilities for and conduct reviews annually	Collegiate Officers	
10-Feb	Officer retreat (transition meeting)	NR	
11-Feb	Officer retreat (transition meeting)	NR	
12-Feb	Officer retreat (transition meeting)	NR	
Annually	Attend Leadership seminar - Collegiate officers	NR	
Annually	Encourage Alumni Board attendance at Leadership seminar	AB President	
Annually	Use Advisors Handbook	Advisors	
1-Dec-11	Update Advisors contingency plan for Advisors	Advisors	
9/1/2010	AB nominating committee set up	AB President	
9/1/2011	AB nominating committee set up	AB President	
9/1/2012	AB nominating committee set up	AB President	
FD	Nominating committee offer slate of AB applicants	AB Nominating Committee	
10/1/2010	AB review goals annually	AB	
10/1/2011	AB review goals annually	AB	
10/1/2012	AB review goals annually	AB	
Annually	AB new members attend leadership seminar	AB	
Annually	AB nominating committee set up - do annual assessment of AB membership	AB Nominating Committee	
Annually	Develop a plan for greater recognition on all campuses	Collegiate Officers	
3x/yr	Crescent	VNR Alumni Relations	
April 10 2009	FD add 10 yr recognition	CB & AB	
April 10 2009	20% attendance FD 2010, 200 brothers	Keith Wolf	
April 10 2009	FD calling tree to promote attendance	Chuck Kiefer	
Annually	FD consider honorary initiates and industry distinguished service awards	CB & AB	

Annually	Be the best neighbor	collegiate	
Annually	Expand the sphere of influence (keep contact with high profile alumnus)	AB Sec & AB	
Annually	Cultivate opinion leaders	AB & CB	
Annually	continue and enhance philanthropy event	Philanthropy chair	
Jan 10,2010	Develop faculty liaison job description	NR	
Annually	Identify stake holders that we display our image	NR	
Annually	Periodically remind brothers that we have an image to protect	NR	
Annually	visit administrative officials faculty and staff	CB	
Annually	complete award applications on time	VNR planning	
Dec-09	Edit and review retreat summary and action items	AB President	Complete
9-Dec	Explain our work in next edition of Crescent	Jason Ward	Complete
Jan 10,2010	Put retreat summary on web site	Anez and Heitke	
Jan 10,2010	Give retreat summary to U, Brian Buhr, Janet and others	NR	
Annually	Review strategic plan at transition meeting	VNR planning	
Jan 10,2010	send copy to Zane and AGR home office	AB President	
Jan 10,2010	Post action steps in chapter house	Elden Lamprecht	
10-May-10	Review action steps 6 months later	AB President	
Annually	Maintain building fund reserves of at least \$250,000, and for annual maintenance of \$25K	AB	
Annually	Maintain scholarship fund of \$300K to provide at least 20K for scholarships	AB	
10-Mar-10	Study and make a recommendations to the AB to add a capital reserve item to the budget	AB	
Annually	Review investment policy, wise investments	AB finance committee	
Annually	To present budget annually to collegiate membership	NR & VNR finance	
Annually	conduct at least one annual fund raising appeal	AB Development committee	
At passing of brother	Memorials sent to brothers 2 yrs either side of deceased	AB Development committee	
Annually - Spring	Develop five year budget,	VNR finance and AB treasurer	
Jan 10,2010	Initiate and complete a capital campaign, Start Jan 2010 and complete June 2011	Fruechte	
Spring 2010	conduct a financial workshop	VNR Membership development	
Annually	Review TC Campus master plan recommendation as updated	AB	
annually	Review CFANS long range plan as released and address issues	AB	
annually	Utilize other resources to understand U objectives for students, (Vice Provost)	AB	
Qtrly meetings	Participate on U Community Action Committee	AB President	
weekly	Attend each first Thursday meeting	NR & AB representative	
Annually	Review U trends in enrollment and demographics	VNR recruitment and Recruitment Advisor	