



S/P/N and Chapter		Region	
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Indicate current year 2017, 2018, 2019, 2020, etc.

## Chapter Needs Assessment

To be completed by the CHAPTER MEMBERSHIP CHAIRMAN & chapter president

*Use Information from the Chapter Member Profile Summary*

The CHAPTER MEMBERSHIP CHAIRMAN should submit this form online or download, complete and email this form to: the S/P/N membership consultant AND the regional membership consultant

### DEADLINE

Between Aug. 1 and August 31 (postmark deadline)  
required to receive a pearl for the Pearls of Achievement Award

Current number of chapter members: \_\_\_\_\_

How many of your current members are:	
• Actively engaged in education	
• Not engaged in education	
How many of your current members are:	
a. Active on leave	
b. Limited	
c. Honorary	

*\* Note: Examples of actively engaged include regularly subbing or volunteering in schools, supervising student teachers, etc.*

1.	How many of your current members are in each of the following categories below?				
	Retired members		Senior High teachers		Non-traditional roles / Other (please identify below)
	Elementary teachers		Administrators		
	Middle/Jr. High teachers		College personnel		

2.	What was the <b>average percentage</b> of members attending chapter meetings this year, July – June?	
3.	a. When did your chapter last initiate or reinstate a new member?	
	b. How many new members were initiated or reinstated this year?	
	c. How many members have transferred into the chapter this year?	
4.	a. In the last year, how many members left the chapter	
	• transferred	
	• resigned	
	• dropped for non-payment of dues	
	• joined Omega Chapter	
	b. List reason(s) for leaving, if known:	
5.	Do you anticipate your chapter having any difficulties securing a full slate of officers?	
	• Which offices may remain vacant?	
	• If yes, how do you plan to address this?	
6.	How does your chapter identify prospective members? Please share your ideas.	
7.	a. Are chapter meeting times and locations satisfactory to members?	
	b. How do you know this?	

	c. Do you use the Member Needs Assessment Form found in the Membership Development Manual or on the International Website to survey your members' needs and interests?	
	<ul style="list-style-type: none"> <li>• If yes, how do you use it?</li> <li>• If no, how do you determine the needs of your chapter members?</li> </ul>	
8.	a. How many of each of the following types of programs has your chapter had this year?	
	• Professional Development	
	• Personal Enrichment	
	• World Understanding	
	• Altruism	
	• Educational Excellence	
	b. Do members have time for fellowship at each meeting?	
	c. How many of your 9 chapter meetings included Fraternity Education?	
	d. During which type of programs do members seem most engaged? <i>Note: please be specific and include as many details as possible.</i>	
9.	a. Identify strengths of your chapter:	
	b. Identify the challenges your chapter is encountering and the methods being used to improve / alleviate them.	
<b>Answer ONE of the following two questions:</b>		
<b>10. EVEN YEAR ONLY</b> ( <i>first year of the S/P/N biennium – 2018, 2020, 2022 etc.</i> )		
	a. In the next two years, what do you hope your chapter <u>will achieve</u> in terms of membership goals?	
	b. How will this be accomplished?	
<b>10. ODD YEAR ONLY</b> ( <i>second year of the S/P/N biennium – 2017, 2019, 2021 etc.</i> )		
	a. If any goals (above) were changed, please identify those changes.	
	b. What progress has been made in achieving the goals above?	
<b>Submitted by:</b>		
Name:		
Office:		
Email:		
Phone:		

*Note: Don't forget to keep a copy of this report for your chapter files!*