



# Transition Manual

# Expectations of Officers Transitioning

During Officer Transition the officers will establish both strategic and tactical goals for the council. The Executive Council is charged with developing the chapter's strategic goals with assistance from the Advisor. These goals will set the priorities of the council. Each Vice President will develop his own tactical goals. Tactical goals are tasks/activities the council must do in order to achieve its strategic goals.

There are three components of Officer Transition:

1. One-on-one meetings between incoming and outgoing officers a. Completed prior to Officer Development

2. Executive Council Transition a. Attended by all of the outgoing and incoming Executive Council officers

*a. Outgoing Officers are excused approximately half way through the session*

*b. Strategic goals of the chapter are established*

*c. This session should last 2 to 2 ½ hours*

3. Officer Development

*a. Attended by all of the incoming officers*

*b. Strategic goals of the chapter are explained*

*c. Tactical goals of the chapter are established*

*d. This session should last 2 hours*



- What were some of your successes in this position?
- What did you like most about your position?
- What programs should I continue to do?
- What were some habits that you had that helped you in this position?
- What are some opportunities for improvement?
- What are some of the obstacles related to this position? How did you overcome them?
- Did any problems related to your position arise during your term?
- Related to the improvements for this year, what can be done by...?
- Me (new officer)

- My Council

- Others

**Incoming and Outgoing Officer  
One-on-One Meeting Officer Timeline**

<b>MONTH</b>	<b>KEY EVENTS</b>	<b>START PLANNING IN</b>
<b>December</b>		
<b>January</b>		
<b>February</b>		
<b>March</b>		
<b>April</b>		
<b>May</b>		
<b>June</b>		
<b>July</b>		
<b>August</b>		
<b>September</b>		
<b>October</b>		
<b>November</b>		

# S.W.O.T

As the new IFC Exec you have the opportunity to impact the Greek Community. As you are beginning as a new group with a fresh start, this is an excellent opportunity to evaluate the IFC Community and the Greek Community as a whole.

**Date Completed:** \_\_\_\_\_

When completing this exercise be sure to consider the following points of view:

- Internally – from the council’s perspective
- Externally – from the Greek community’s perspective
- Externally – from a Potential New Member’s perspective
- Externally – from the campus and community’s perspective

<b>Strengths:</b>	<b>Weaknesses:</b>
<b>Opportunities:</b>	<b>Threats</b>



**Interfraternity Council  
Executive Council Officer Contract**

I \_\_\_\_\_, a member in good standing of the Ohio Northern Interfraternity Council, acknowledge that I desire to be an officer of the Ohio Northern Interfraternity and in recognition of that fact hereby agree to the following:

I will attend Executive Council Meetings as set by the President, or, if I am elected to the position of President, I agree to conduct weekly Executive Council meetings.

I will achieve and maintain a Grade Point Average of at least a 2.65. I understand that if my grades drop below a 2.65 for the term, I will be removed from office.

I agree that I will attend Officer Transition and any other officer training sessions.

I understand that holding office is a privilege awarded only to members in good standing and that any action on my part, which could cause me to lose my good standing, will terminate my status as an officer of the Ohio Northern Interfraternity Council. I further understand that if I fail to meet the standards set forth in this contract or the responsibilities in my job description, I will be held accountable.

\_\_\_\_\_  
**SIGN NAME**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**PRINT NAME**









# Case Study

One of the fraternities on campus is known for its public hazing displays. Active members are often seen ordering around new members. The new member class is instructed to run late night errands, carry matches at all times, report to the house at extreme hours, etc. The entire campus is aware of the fraternity's actions but no one is doing anything about it. Recently, the campus newspaper ran an article about Greek hazing and cited the chapter's many offenses. It criticizes the Greek system and questions the value of fraternities' contributions to the campus community. It also chastises the administration for looking the other way.

- What are the issues?
- What are your options for handling the situation? How might each option play out? What is the best option?
- Is any hazing OK? What is permitted and where do you draw the line?
- What is IFC's role in preventing and disciplining hazing?
- How are fraternities on campus perceived? What do you think contributes to this perception? What can we do to improve the image of Greeks on campus?