

EXPANSION GRAND CHAPTER ADVISOR CHECKLIST

BEFORE THE EXPANSION COORDINATOR IS ON CAMPUS:

- Work with Alumni Engagement Staff Liaison to begin building a Chapter Council. The Chapter Council is required to fill the following positions:
 - Member Retention Advisor
 - Growth Advisor
 - Financial Advisor
 - Standards Advisor
 - Ritual & Traditions Advisor
- Connect with Expansion Coordinator about Pre-Visit

ONCE EXPANSION COORDINATOR IS ON CAMPUS:

- Meet with the Fraternity & Sorority Life Advisor
- Meet with the Expansion Coordinator and discuss recruitment, plans and events
- Attend commitment dinners
- Attend recruitment events

UNDERGRADUATE ENGAGEMENT STAFF VISIT:

- Attend Officer Elections
- Attend first Prudential Board meeting
- Attend Initiation
- Attend brotherhood events

POST UNDERGRADUATE ENGAGEMENT STAFF VISIT:

- Connect with the Alumni Engagement Staff Liaison
- Connect Chapter Council members with undergraduate officers
- Host a Chapter Council meeting

GENERAL REQUIREMENTS:

- Speak with the Chapter President at least bi-weekly
- Attend chapter meetings monthly
- Continue to attend chapter events