



Document # SP-BB-009	Title: DSP-BB Continuous Academic Improvement SOP	Print Date: [Date]
Revision # 0.0	Prepared By: Greg Speno	Date Prepared: 9/16/2016
Effective Date:	Approved By: Dom Franceschelli Active Chapter President	Date Approved:
	Approved By: Brian Brooks ACB Treasurer	Date Approved:
	Approved By: Charlie Maitz Chapter Advisor	Date Approved:
	Approved By: Karl Adrian ACB President	Date Approved:

Policy: This Procedure defines the terms under which members may qualify for a monetary award for semester-over-semester academic improvement.

Purpose: The objective of the Program is to incentivize individual academic improvement among members of the fraternity.

Scope: This procedure shall apply to every member who has completed at least one semester of college at an accredited institution.

Ownership: The Alumni Corporation Board President owns this procedure.

Responsibilities:

- 1) The Active Chapter Vice President-Internal shall explain the Program rules at the first meetings of the NM class and of the Active Chapter each semester.
- 2) The Active Chapter Vice President-Internal shall provide forms, spreadsheets, etc. as required to implement the Program.
- 3) The Active Chapter Vice President-Internal, shall compile the verifiable academic records to determine which members qualify for financial awards.
- 4) The Active Chapter Vice President-Internal shall provide the Alumni Corporation Board President a list of the members qualifying for award.



Definitions:

- 1) ACB means Alumni Corporation Board.

Procedure:

A. PROCESS

- 1) This is a trial program to help improve the GPA of individual members of the fraternity. It will be funded for a minimum of two semesters with a \$5,000 donation each semester (the Pool) from Greg and Diane Speno. The official name of the program shall be "The Greg and Diane Speno Academic Improvement Program".
- 2) The program shall apply to every member with at least one semester of college at the University of Missouri having a minimum of 12 hours of academic credit for that semester. The program shall also apply to members transferring from other academic institutions as long as at least 12 hours from the previous semester is accepted for transfer by the university.
- 3) Each member shall qualify for a payout from the Pool if their GPA improvement meets the following requirement:
 - a) $\text{GPA Improvement} = 2.5 - (2.75/4) \times (\text{Previous GPA})$. This equation is based on a two point linear line defined by the following:
 - i) A member with a previous GPA of zero needs to improve to a GPA of 2.5 to be a member in good standing.
 - ii) A member with a GPA of 4.0 is allowed to regress by 0.25 and still qualify.
 - b) The GPA Improvement defined above plus the previous semester's GPA defines the GPA for the current semester to qualify for an award.
 - c) The equations above are listed in Table One.
- 4) If the Alumni Corporation Board can access official university GPA information, members need take no action to receive their payout. If such information is unavailable, each qualifying member must provide copies of their transcript to receive a payout.

B. SCHEDULE

- 1) The Active Chapter Vice President-Internal shall explain the program and provide any required training to any qualifying NMs and Active Chapter members at their first meeting, which shall occur no later than the end of the first week of the semester.
- 2) The payout for qualifying members shall be made as soon as practicable after official grades are posted in myZou .

C. FINANCIAL REWARDS



- 1) All members who qualify for a payout and are in good standing at the end of the semester will share equally in the Pool.
- 2) A payout in cash will be distributed to all members who qualify unless they have an outstanding balance. If so, payment will be applied against their balance.

D. AFTER ACTION REPORT

- 1) Within one week of the close of each semester, the Active Chapter VP-Internal shall arrange a teleconference or meeting with the Active Chapter President and the Chapter Advisor. During that teleconference, a written log of lessons learned regarding the Program shall be created and used to further improve this process.
- 2) The Active Chapter VP-Internal shall publish the After Action Report within 30 days.



EFFECTIVENESS CRITERIA:

- ☐ All eligible members have followed this procedure.
- ☐ Composite NM GPA year over year improvement.

REVISION HISTORY:

Revision	Date	Description of changes	Requested By
0.0	[Date]	Initial Release	
1.0			

SCHEDULE:

- ☐ Schedule information is imbedded in the text of this SOP.



Table One

Academic Improvement Requirement

Current GPA	GPA Improvement	GPA for Award
0	2.50	2.50
0.1	2.43	2.53
0.2	2.36	2.56
0.3	2.29	2.59
0.4	2.23	2.63
0.5	2.16	2.66
0.6	2.09	2.69
0.7	2.02	2.72
0.8	1.95	2.75
0.9	1.88	2.78
1	1.81	2.81
1.1	1.74	2.84
1.2	1.68	2.88
1.3	1.61	2.91
1.4	1.54	2.94
1.5	1.47	2.97
1.6	1.40	3.00
1.7	1.33	3.03
1.8	1.26	3.06
1.9	1.19	3.09
2	1.13	3.13
2.1	1.06	3.16
2.2	0.99	3.19
2.3	0.92	3.22
2.4	0.85	3.25
2.5	0.78	3.28
2.6	0.71	3.31
2.7	0.64	3.34
2.8	0.58	3.38
2.9	0.51	3.41
3	0.44	3.44
3.1	0.37	3.47
3.2	0.30	3.50
3.3	0.23	3.53
3.4	0.16	3.56
3.5	0.09	3.59
3.6	0.02	3.63
3.7	-0.04	3.66
3.8	-0.11	3.69
3.9	-0.18	3.72
4	-0.25	3.75