

## Alpha Iota State Chapter Yearbook Evaluation Form 2011-2012

**Part 1:** Chapter Name \_\_\_\_\_

Yearbook Editor \_\_\_\_\_

Web address (if applicable) \_\_\_\_\_

Method of submission (please check one)

\_\_\_\_\_ Hard copies    \_\_\_\_\_ 3 CDs    \_\_\_\_\_ E mailed    \_\_\_\_\_ On chapter website

### Part 2: Cover or Title Page Information

Pg # \_\_\_\_\_ Legal Name of the Society (The Delta Kappa Gamma Society International)

Pg# \_\_\_\_\_ Geographic and Greek State Name (Alpha Iota State-Michigan)

Pg# \_\_\_\_\_ Chapter Name and Chapter Location (city, county, area covered or school districts included in your chapter)

Pg# \_\_\_\_\_ Coordinating Council (if your chapter is a member of a council)

Pg# \_\_\_\_\_ Year(s) for which the yearbook is used

Pg# \_\_\_\_\_ Table of Contents

### Part 3: Chapter Information

Pg# \_\_\_\_\_ Current Chapter Officers

Pg# \_\_\_\_\_ Current Chapter Committees Information (chairman and members listed)

Pg# \_\_\_\_\_ Members' Information (address, telephone, email address, professional status, date of initiation, birthday)

Pg# \_\_\_\_\_ Past Chapter Presidents (with dates of their biennium)

Pg# \_\_\_\_\_ Chapter Charter Members

Pg# \_\_\_\_\_ Past Chapter Women of Distinction

Pg# \_\_\_\_\_ Coordinating Council Information

### Part 4: Program Information

Pg# \_\_\_\_\_ Meeting and Program Information (This information is important to the State.)

- Include the Title and /or Content of the Program
- Include information on Coordinating Council meeting(s)
- Orientation and Initiation of New Members

- Election and Installation of New Officers (even years)
- Birthday Celebration
- Guest Speakers
- Chapter Executive Board Meeting Dates
- Include Hostesses or Committee Responsible for the Program

Pg# \_\_\_\_\_ Chapter Service Project Information (Identify and Explain the Project)

Pg# \_\_\_\_\_ “The Delta Kappa Gamma Song”

**Part 5: Optional Inclusions**

These items are helpful for your members and will enhance your yearbook, but they are not required.

Pg# \_\_\_\_\_ In Memoriam/Tributes

Pg# \_\_\_\_\_ Telephone Tree/ Fan Out

Pg# \_\_\_\_\_ Photographs

Pg# \_\_\_\_\_ Additional Songs

Pg# \_\_\_\_\_ Chapter President’s Challenge

Pg# \_\_\_\_\_ Membership Requirements (This is also included on the State website.)

Pg# \_\_\_\_\_ Orientation Information

Pg# \_\_\_\_\_ Initiation Procedures

Pg# \_\_\_\_\_ Friend of Education Awards

Pg# \_\_\_\_\_ Chapter Rules/Bylaws and/or Committee Policies (cards, gifts, membership, etc.)

\*\*\*\*\*For Yearbook Committee Use Only\*\*\*\*\*

Postmarked/ Submitted by December 1	Yes _____	No _____
Most items checked in Parts 1-4	Yes _____	No _____
All items checked in Parts 1-4	Yes _____	No _____
Submitted CDs/ email/website	Yes _____	No _____
Included at least 5 items from Part 5	Yes _____	No _____

Award Granted:

Comments: