



STEP 1

Display this poster in your chapter meeting room and track progress from January to December 2020.

STEP 2

Report progress updates frequently throughout the year online at ptk.org/fivestar (Advisors and/or chapter officers may report updates.)

STEP 3

Submit final updates by January 22, 2021.

Note: Some requirements are checked by Headquarters based upon information verified in the chapter's records.

PTKEDGE

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2020 FIVE STAR CHAPTER PLAN

Track Your Chapter's Success

The mission of Phi Theta Kappa is to recognize academic achievement of college students and to provide opportunities for them to grow as scholars and leaders.

One Star Level Recognizing Academic Excellence and Building Chapter Foundations

- Organize at least one membership recruitment campaign by following these steps:
 - Create awareness of PTK on campus. (Use resources at ptk.org/toolkit.)
 - Identify eligible students.
 - Outline a recruitment plan that includes setting a goal to be recognized as a REACH Rewards Chapter.
 - Invite eligible students.
 - Conduct in-person or virtual informational meetings about benefits.
 - Eligible students join.
 - Hold in-person or virtual induction ceremony.
- Submit Chapter Annual Report. (Link to online report emailed to contact advisors in early 2020.)
- Review Chapter Bylaws and submit any necessary revisions to Headquarters.

Note: One Star level requirements are checked by Headquarters based upon information verified in the chapter's records.

Two Star Level Organizing Chapter Leadership and Engaging Members

- Set a goal to achieve higher than One Star Chapter status.
- Organize at least two membership recruitment campaigns. (Each campaign should include all elements listed in Level One. While holding an induction ceremony for each recruitment campaign is a best practice, only one per year is required.)
- Organize Chapter Leadership as follows:
 - Report new officers. (See instructions at ptk.org/advisors.)
 - Verify chapter/college leadership positions have been reported on the PTK Chapter Directory online at ptk.org/ChapterDirectory.aspx. Use forms at ptk.org/advisors to report any changes.

Three Star Level Getting Involved at the Regional Level

- Get involved at the regional level through at least **ONE** of the following ways (Find information about your region at ptk.org/RegionalDirectory). Please note virtual participation counts for any of these activities.
 - ★ Campaign for regional office, **OR**
 - ★ Host/assume leadership role at a regional meeting, **OR**
 - ★ Participate in regional projects through in-person volunteering, online collaboration, or electronic communication, **OR**
 - ★ Collaborate with at least two other chapters for an activity or event.(Find information about your region at ptk.org/RegionalDirectory.)
- Chapter representative(s) participate virtually or in-person in at least one regional meeting or region-sponsored event. (Check with your Regional Coordinator or visit ptk.org/events/RegionalMeetings).

Four Star Level Developing a College Project and Building Administrative Support

- Implement a College Project. This project is designed to strengthen the chapter's relationship with the college administration through any project that supports the college's mission. Learn more at ptk.org/Programs/FiveStarChapterPlan/CollegeProjectIdeas.
- Enter at least one category in your 2021 regional awards competition (Hallmark Awards submissions to Headquarters will count as submitting regional awards. Or the chapter may enter an award competition offered exclusively by their region.)

Five Star Level Developing an Honors in Action Project and Getting Involved on the International Level

- Develop an Honors in Action Project (ptk.org/honors) as outlined below. Full details provided in the Honors Program Guide.
 - Review the 2020/2021 Honors Program Guide: *To the Seventh Generation: Inheritance and Legacy* (ptk.org/honors).
 - Select a theme of interest to your chapter
 - Set research objectives and conduct research on the theme
 - Develop a plan of action based on the local problem identified through research
 - Collaborate with others to execute plan of action
 - Assess impact and personal growth as scholars and leaders
- Submit at least three entries in the 2021 Hallmark Awards including the Honors in Action Project Award, College Project Award, and at least one other individual award (Deadlines vary; check ptk.org/hallmarks).
- Get involved at the International Level through at least **ONE** of the following ways:
 - ★ Attend Virtual PTK Catalyst 2020 (April 16-17), **OR**
 - ★ All chapter officers complete at least one unit in a PTK Edge course (*Competitive Edge, Transfer Edge, Employment Edge, or Research Edge* at getanedge.ptk.org), **OR**
 - ★ All chapter officers complete at least one unit in Phi Theta Kappa's Leadership Development Studies online course at leadershipstudies.ptk.org, **OR**
 - ★ Submit an entry in the 2020 Honors Case Study Challenge due November 9, 2020 (ptk.org/Programs/HonorsinAction/HonorsCaseStudyChallenge.aspx).