CHAPTER OFFICER BRIEFING
Topics for Discussion

New Chapter Officers should schedule a meeting as soon as they're stepping into their role with the outgoing officer. Be sure to jot down notes when you meet.

In advance, ask the outgoing officer to share or bring any relevant materials that may help facilitate conversations — including any helpful contact lists (faculty, students or other).

- What went well this past year? What efforts worked best?
- What could have worked harder or been handled differently?
- How to get through to the Dean or Associate Dean to help grow your chapter and do awesome stuff?
- Fundraising: what worked? Any tips to lend?
- Communications: what channels worked best to engage your members — email? Chapter facebook group? Text chats?
- Chapter meetings: how did these work best?
- Convention: did you get the school to fund you going? How many members joined you?