

Student Involvement Records

Description	Examples	Notes	Due at Archives
Greek Scholarship Reports	Fraternity and Sorority Life Scorecards	Archives will print and maintain digital copy.	end of July for previous academic year
Photographs	Historical snapshots, digital images	SLI images will be appraised once or twice a year and those deemed permanent will be copied into the Merrick Archives collection.	Add to Forum Merrick Archives Digital Images Collection
Records of Student Organizations	ASG, GAP, Grounds for Change, Greek organizations including InterFraternity Council and Pan Hellenic Board	Please send Archives any of the following when available: constitution/bylaws, mission statement, pamphlet/brochure, any local publications (e.g. newsletters, program brochures)	At time of publication
Records of Student Organizations	Meeting minutes and notices for ASG, GAP	May be delivered through Google Drive shared folder	Organization to send at publication
Records of Student Organizations	InterFraternity Council and Pan Hellenic Board meeting minutes		Archives on mailing list
Records of Student Organizations	Compass Supplement for Greek Life		Archives will print from website
Reports	Annual Report to Dean of Students	Not currently produced, see Dean of Students for Schedule	Collected and sent by Dean of Students Office
College Publications	Kaldron		Archives on mailing list