

Missouri Collegiate DECA Chapter of the Year

This award honors one Collegiate DECA chapter for their dedication to the organization. Each local chartered chapter is eligible to submit for Chapter of the Year. The recipient will receive a plaque, be recognized at the State Career Development Conference, and a letter of congratulations will be sent to the college administration.

Eligibility:

- Must be a registered Missouri Collegiate Chartered Chapter
 - A charter requires a minimum of ten (10) registered members
- Have five (5) members complete the [Individual Leadership Passport](#) by February 1st, 2025.
- Chapter must have completed the [Chapter Leadership Passport Program](#) by February 1st, 2025
- Chapter President or Chapter Advisor must complete one letter on why your chapter should be named Chapter of the year.
 - Specific items to be addressed are found on the following page (*Scoring Guide on page 2*).
 - 250 word minimum and double spaced

Guidelines

- The combined score from the letter and activities documented through the Chapter Leadership Passport will be used to determine the Chapter of the Year.
 - Letter 40 points
 - Chapter Leadership Passport Entries 60 points
- The letter must be emailed by the Advisor or Chapter President to leslie.crider@dese.mo.gov.
- The letter must be received by February 1st, 2025 at 3:00 p.m.
- The letter must address the prompts on page 2 of this document.
- The Chapter Leadership Passport will need to be submitted through the [national portal](#) by February 1st, 2025.
- Missouri Collegiate DECA will request from DECA Inc., all the submissions for Chapter Leadership Passport on February 2nd, 2025.
- The scoring rubric for Leadership Passport activities is on page 3 of this document.

Missouri Collegiate DECA Chapter of the Year

Chapter: _____

Chapter of the Year

Chapter Letter Scoring Guide

Total Points Possible: 40

Recruitment and retaining members is essential for the growth and success of any DECA Chapter.

Explain how your DECA Chapter has encouraged recruitment and retention.

Example: Did your chapter membership increase and if so by how much? What is your number of professional and alumni members? Did your chapter represent Collegiate DECA to a civic, or professional group? Did you set up a table at a Student Organization fair? Did you hang up flyers? Did you use social media?

- _____ 0-2 points Little explanation was given
- _____ 3-6 points Explanation was given but lacked details
- _____ 7-10 points Explanation was very descriptive

Chapter events are vital in fostering engagement and creating a sense of community of DECA.

Explain how your DECA Chapter fostered a senses of community within you chapter.

Example: How often does your chapter conduct chapter meetings? Did you use any meeting to practice for competitive events? Did you have any social gathering for members? How did you build a community in your chapter? Did you chapter complete a community service project?

- _____ 0-2 points Little explanation was given
- _____ 3-6 points Explanation was given but lacked details
- _____ 7-10 points Explanation was very descriptive

Professional development activities allows for our members to expand their professional network and 21st Century skills.

Explain how your members has benefited from DECA's professional development and leadership activities.

Example: Did your chapter participate in any professional development activities? Did you have guest speakers at any meetings? Did you participate in any industry tours as a chapter? Did you chapter encourage members to attend One Diamond Calls, or Texas Fall Leadership Series? Did your chapter participate in Collegiate Engage Conference?

- _____ 0-2 points Little explanation was given
- _____ 3-6 points Explanation was given but lacked details
- _____ 7-10 points Explanation was very descriptive

Explain why you think your chapter should be the Chapter of the Year.

- _____ 0-2 points Little explanation was given
- _____ 3-6 points Explanation was given but lacked details
- _____ 7-10 points Explanation was very descriptive

Points Earned: _____ / 40

Missouri Collegiate DECA Chapter of the Year

Chapter: _____

Chapter of the Year

Chapter Passport Scoring Guide

Total Possible Points: 60

Base Requirements

_____ 20 points – Completed all base requirement tasks

Academically Prepared

_____ 2 points - Complete at least three tasks from the category.

_____ 6 points - Complete at least five tasks from the category.

_____ 10 points - Complete at least seven tasks from the category.

Community Oriented

_____ 2 points - Complete at least three tasks from the category.

_____ 6 points - Complete at least five tasks from the category.

_____ 10 points - Complete at least seven tasks from the category.

Professionally Responsible

_____ 2 points - Complete at least three tasks from the category.

_____ 6 points - Complete at least five tasks from the category.

_____ 10 points - Complete at least seven tasks from the category.

Experienced Leaders

_____ 2 points - Complete at least three tasks from the category.

_____ 6 points - Complete at least five tasks from the category.

_____ 10 points - Complete at least seven tasks from the category.

Points Earned: _____ / 60

Total Earned Points: _____ / 100

Did 5 members complete the Individual Leadership Passport?