

# DIRECTOR OF ACADEMIC AFFAIRS

**Reports to:** The President, Executive and Academic Affairs Committees

**Responsibilities:**

- Serve as chief academic officer of the chapter
- Responsible for the formation and execution of the chapter's academic programs
- Serve as chairman of the academic affairs committee
- Maintain a positive academic atmosphere in the chapter
- Monitor the academic progress of the chapter
- Collect and document academic data from recruits, pledges, and members
- Serve as a member of the Executive Committee

**Academic Affairs Committee:**

The Academic Affairs Committee should assist you with the development and implementation of academic programs and assess the effectiveness of the academic atmosphere of the chapter. Functions include enforcing rules and regulations concerning academic and scholastic matters, establishment of academic standards for potential members, assistance with new member education, and implementation of academic programs, incentives, and atmosphere for chapter members.

**Key relations:**

- President
- Recruitment Coordinator
- New Member Educator
- Chapter Faculty Advisor

**Important resources:**

- [www.delts.org](http://www.delts.org)
- Kershner Scholar Program
- Foundation Scholarships
- Division Conference
- Campus Student Affairs Office
- Campus Career Center

**Central Office contacts:**

- Ellen Shertzer, Director of Leadership Development
- Chapter Leadership Consultant

**Arch Chapter contact:**

- Scott Heydt, Arch Chapter Director of Academic Affairs