



Adviser Policy

1. Purpose. The purpose of this policy is to provide guidelines regarding Delta Gamma collegiate chapter advisers.

2. Applicability and scope. This policy addresses rules for the appointment, eligibility and terms of collegiate chapter advisers.

3. Effective date. This policy is in effect immediately.

4. References/Affiliations. Refer to the Delta Gamma Fraternity Constitution, the Adviser Basics resource, the Honor Board Handbook, the Fraternity and Foundation Volunteer Position Description Handbook and the collegiate chapter's Bylaws and Standing Rules.

5. Responsibilities.

- a. Regional Director (RD). Regional Directors shall be responsible for appointing advisory team chairs and removing them as necessary.
- b. Collegiate Chapter Advisers. Collegiate Chapter Advisers shall be responsible for adherence to this policy individually, as well as by the collegiate chapter members they advise.

6. Policy Statements.

- a. The advisory team chair (ATC) is appointed by the Regional Director. The ATC serves on the following boards/committees: chapter management team, Nominating Committee, Evaluating Committee, house corporation and House Corporation Employment Committee. In the absence of an Honor Board adviser (HBA), the ATC serves as a short-term replacement on Honor Board until an appointment can be made. The Regional Director may approve another adviser to serve on a board or committee in place of the ATC. No member shall have the power to appoint themselves to another volunteer position.

The ATC can temporarily assume the responsibilities of other adviser roles but should be working to fill vacancies with other volunteers.

- b. The adviser positions of ATC, HBA, and chapter financial adviser (CFA) are appointed for two years and may serve no more than two consecutive terms in the same position at the same collegiate chapter. After eight consecutive years in any combination of ATC, HBA, and CFA at the same collegiate chapter, volunteers must take at least one year off from volunteering in any advisory team role with the same chapter.

For further clarification to 6b., eight consecutive years with the same collegiate chapter is the maximum, even if four full terms have not been achieved. If the volunteer's term ends during the academic year, the volunteer is permitted to serve through the end of the academic year during which the volunteer meets the maximum time of service. Service as an adviser in roles other than the three specified positions does not count towards the eight-year limit.

- c. The ATC cannot simultaneously hold the roles of HBA or CFA in the same chapter. As the ATC also serves on house corporation, the roles of ATC and house corporation officer cannot be simultaneously held.
- d. The Regional Director has the authority to remove from her role any adviser not performing her duties efficiently, conscientiously and cooperatively, according to Delta Gamma standards and policies, or any adviser who fails to meet the eligibility requirements for office.
- e. An alumna member shall not serve on any advisory team for a collegiate chapter where she is related to a current collegiate member. This applies to mothers, stepmothers, sisters, stepsisters, grandmothers, aunts, nieces, cousins, etc.
- f. An alumna member may serve more than one collegiate chapter as an adviser at the same time. A volunteer who is taking a year off from one chapter may still serve at another chapter where they have not yet reached their eight-year limit.
- g. In special circumstances, a volunteer may require that a portion of this policy be waived so that service might continue for the benefit of the collegiate chapter. Waiver requests are to be submitted to the chapter's Regional Director.

7. Definitions.

- a. Advisory team chair (ATC). The advisory team chair serves as advisory team leader and main adviser contact. She recruits and appoints additional advisers for the advisory team. She also communicates with regional team as appropriate. (See Fraternity and Foundation Volunteer Position Description Handbook for full list of duties.)
- b. Honor Board adviser (HBA). The Honor Board adviser serves as the adviser to Honor Board and vp: social standards for Honor Board related matters. She serves as a non-voting member of Honor Board (except in the case of tied vote during a formal hearing). She attends weekly Honor Board meetings. (See Fraternity and Foundation Volunteer Position Description Handbook for full list of duties.)
- c. Chapter financial adviser. (CFA). The chapter financial adviser advises vp: finance and her directors and supervises the financial matters of collegiate chapter. (See Fraternity and Foundation Volunteer Position Description Handbook for full list of duties.)

8. Policy Proponent and Exception Authority. The proponent of this policy is Council Trustee: Collegians.

Approved by Council May 8, 2023