



**North Carolina State University
Delta Upsilon Educational Foundation**

Expectations of Faculty Academic Advisor

(Last Updated February 2008)

The Faculty Academic Advisor, hereafter FAA, agrees to perform the following duties.

- A. Mentor and advise the Vice President of Scholarship, hereafter VPS
- B. Conduct Beginning of Semester Grade Review with VPS for all members, noting academic plans and necessary follow-up with each member who does not meet standards
- C. Conduct Mid-term grade review with VPS for members as deemed necessary by FAA, VPS, or Delta Upsilon Fraternity
- D. Work with the VPS & any Brother that does not meet chapter standards. It is the responsibility of the Brother to schedule meetings & initiate all discussions with VPS follow up.
 - i. Complete evaluations by March 1 of the Spring Semester and Oct 1 of the Fall Semester & submit them to the VPS for action
 - ii. Refer members who do not meet standards prescribed by Chapter Bylaws to the VP Scholarship for him to address and for evaluation by the Judicial Board
 - iii. Address specific needs for individual follow up plans with each member in individual consultations.
 - iv. Collaborate on standards for academic evaluations of members with the VPS
 - v. Review and evaluate all classes and grades of members to be evaluated
 - vi. Support VPS in creating action plans to address areas of need
 - vii. Support members who do not meet chapter standards in developing strategies to improve academics (see Academic Enhancement Plan & Campus Resources sheets)
- E. Serve as support for the Alumnus Advisor who serves as the Judicial Board Advisor (JBA)
 - i. Consult with JBA as requested prior to any Judicial Board hearings
 - ii. Receive all minutes and copies of correspondence associated with Judicial Board within 48 hours of hearing's completion, as will
- F. Present Academic Development Program and campus academic support resources to all New Members during first New Member meeting as scheduled by the Vice President of Member Education or New Member Educator; review individuals as in "E" above
- G. Help VPS present personalized Academic Development Program and campus academic support resources to any Brother failing to meet GPA requirement during individual meetings (those on Level I – IV Probation)
- H. Share pertinent campus academic information with VPS to share with the Chapter
- I. Assist in annual retreat planning and calendar planning activity with Executive Board and VP Membership Education (hereafter VME) prior to/following retreat.
- J. Provide the VP of Recruitment, hereafter the VPR, with a list of names of men that possess the qualities of a "DU Man" and exemplify the Four Founding Principles.
- K. Assist in determining if potential members meet the standards prescribed by the Chapter By-laws and offer appropriate caution if the FAA believes the potential member will have trouble maintaining the Chapter standards for academics.
- L. Attend a minimum of two Chapter meetings per month.
- M. Attend at least one Executive Board meeting per month