THE SCHOLARSHIP/ACADEMIC CHAIR

Why are you the Scholarship/Academic Chair?

Is it because no one else wanted the job? Is it because of your own high grades? Whatever the reason, the most important consideration that you must have to be an effective scholarship chair is your concern for the overall scholarship of your chapter. These following documents will help you to set up a scholarship program within your chapter or evaluate your current program.

NO MATTER WHAT THE PAST ATTITUDE of the members of your chapter has been toward scholarship, it is important that you take a leadership role in making the program an integral and interesting part of the total chapter experience. It is difficult to change overnight a general chapter feeling that it's okay to cut classes or to blow off low grades. Your job is challenging and it will take a great amount of work and patience, but you can improve the academic reputation of your chapter considerably. Your position is one of the most important in your chapter because getting an education is the sole purpose of entering college. You have a big responsibility.

DUTIES AND RESPONSIBILITIES:

The scholarship chair should be responsible for establishing minimum standards of scholastic performance, for the academic program as a whole, and for doing all that is feasible to promote a positive attitude within the membership toward the pursuit of outstanding academic achievement...for the individual and for the group. The scholarship chair, whether elected or appointed, should reflect outstanding qualities as a prerequisite for the position. He or she should...

...be an above-average student, not necessarily a genius;

...be able to command the respect of new and initiated members;

...be an upperclassman with good organizational and leadership experience;

...believe in the importance and purpose of a scholarship program;

...be persistent in efforts to perform the duties of the office.

**The duties of the scholarship chair should include:**

1) Providing and encouraging an academic atmosphere within the chapter house and a positive academic attitude among the chapter members.

2) Establishing academic goals and objectives which will direct the scholastic endeavors of the membership toward improved scholarship perspective and attitudes.

3) Making all members, especially new members, aware of the fact that the chapter has set specific minimum guidelines for academic achievement in order for members to be in good standing with the chapter.

4) Maintaining an academic file on new and initiated members.

5) Making sure new members are familiar with various campus library and study facilities.

6) Developing and coordinating, in conjunction with the new member educator, ideas to help new members with academics.

7) Establishing and enforcing a system of quiet /study hours for the chapter .

8) Developing an incentive and awards program for rewarding high (and improved) scholastic achievement.

9) Establishing a tutoring system through which volunteers who have good grades in their major field of study can help members who are having difficulty in that area.

10) Serving as chairman of the scholarship committee (if you have one), whose duty it is to coordinate a well-rounded scholarship programs.

11) Making sure all members are aware of scholarships available through the university and nationals.

12) Enforce GPA standards for obtaining office, being on social probation, recruitment, being in good standing with the university, etc.

**Here is a checklist that can help you sort out your duties as the scholarship chairman:**

Make sure you set goals and objectives for your chapter’s scholastic program.

Try and set up a tutoring system within the chapter or encourage members to use tutoring through the university.

Utilize your scholarship committee to help you put on academic programs within the chapter and monitor member’s scholastic activities.

Make sure you meet with your faculty advisor to help you out with any problems and to get ideas from.

Make sure members are abiding to GPA standards for holding office and being in good standing with the chapter.

Make sure members are aware of campus resources for academics.

Help new members by creating an academic study guide/resource booklet.

Make sure members are aware of helpful technology that can be used for academic purposes.

Make sure members are recognized for their academic achievements and improvements.

Make sure members have sufficient time to study as well as a quiet place in the house to study

Make sure you are aware of scholarship opportunities through the university and nationals.

Utilize resources and programs that are available through Greek Life.

Provide extra help to struggling members with academics.

Evaluate the chapter scholarship program to determine its effectiveness.

Use a variety of ideas to promote academic excellence and motivate members.

Make sure the study program/chapter academic goals are posted in the house and known to members.

These are just a few guidelines for a model scholarship program! Use these and come up with your own ideas for your position!