

THE ROLE OF THE DEPAUW DEKE REALTY ASSOCIATION

The primary role of the alumni corporation is to provide continuity and financial stability to the undergraduate chapter(s). Chapter membership turns over every four years, but the alumni corporation remains constant, with members having a long-term perspective and commitment to the proper management of the chapter(s) and facility(s). The alumni corporation acts as the “board of directors” for the alumni. This “board of directors” usually has five to ten members, elected on an annual basis, and each responsible for running an aspect of the day-to-day affairs of the corporation.

Role

- Develop long-range plans for the board and chapter with timetable for implementation.
- Set priorities for the board and help develop the chapter’s priorities, especially as they related to academic achievement, community service, alumni/parent relations, and chapter improvement.
- Analyze the long-term structural and financial needs of the chapter facility.
- Foster an active relationship with the chapter, alumni and parents.
- Provide continuity to chapter through liaison with advisors, counselor, and mentors.
- Recruit and educate new volunteers.
- Communicate regularly with all chapter alumni and parents.
- Be positive role models.

Responsibilities

- Title/Lease Holder for chapter facility.
- Work in partnership with Deke International, the university, and community.
- Collect and disburse board funds in a timely manner.
- Plan and implement capital improvements on time and on budget.
- Keep board positions filled with capable alumni.
- Hire and retain employees needed for successful operation of the facility, and the chapter.

Relationship with the Chapter

- Analyze the financial needs of the chapter and identify workable financial goals.
- Assist in establishing firm financial criteria for chapter operations.
- Review chapter collections, debt, disbursements, and assist with collections as needed.
- Review recruitment and pledge education plans developed by the chapter, and provide guidance as needed.
- Review risk management, and assist with enforcement as needed.
- Review safety policies and issues, including fire and health codes for the facility.
- Recommend guidelines to ensure steady, perpetual operations.

Mentoring

Frequently, the members of the alumni corporation serve as mentors, working side by side as a resource to the undergraduate officers. For example, the president of the alumni corporation is a mentor to the president of the chapter, the alumni corporation treasurer is a mentor to the chapter treasurer, and the alumni corporation recruitment chairman is the mentor to the chapter’s vice president of membership. This system allows each alumni corporation member to be in touch with undergraduates and chapter operations.

The time commitment involved varies depending on the position. Key board volunteers are in contact almost daily. Others should plan on attending a minimum of four meetings in Bloomington each year. The alumni corporation treasurer will take more time to balance the books, set the budget, and work with the undergraduate treasurer. Chapter mentors are expected to have contact with men in the chapter at least once per week.