ASK THE STAFF

Here is a list of commonly asked questions and which staff member is the best person to ask. Besides the e-mail addresses, each person is available at 319-337-4811.

EmilyA@deltachi.org (Emily Audlehelm – Office Assistant) Ph Ext 123
"We need a Certificate of Insurance for a special event."
Address changes, supply orders, printout/label orders
"Could you please give me the phone number/address for the _____ Chapter?"
"Could you please give me the contact information for an alumnus?"
Quarterly submissions (all) questions, Men at War, KinT, F&P, Campus Scene, etc.

Debra@deltachi.org (Debra Bilskemper - Secretary) Ph Ext 121
Questions on membership records, Permission to initiate/paperwork, $$
Board of Regents motions - results
"I haven't received my shingle"

ZacC@deltachi.org (Zac Cole – Director of Marketing & Special Events Coordinator) Ph Ext 114
Convention Cell: (319) 621-2567
Leadership College, "A"s' Academy
Alumni (in general, support at the Chapter level, and Alumni Chapters)
Website

MichaelD@deltachi.org (Michael Dean – Director of Educational Programming) Ph Ext 136
Colony Operations Voice/Text: (314) 276-0867
Chartering requirements
Greek Life EDU
InBRIEF questions/story ideas
Online resources

RayG@deltachi.org (Ray Galbreth - Executive Director) Ph Ext 110
Delta Chi Law questions
General questions

Claudia@deltachi.org (Claudia Jansenius – Sr. Office Assistant) Ph ext 120
Officer updates, Online form problems
Alumni Ceremony supplies
"I need a copy of our visitation report"

Anne@deltachi.org (Anne Schulte – Accounting Clerk) Ph ext 122
"What is the balance/next payment/etc. on our housing loan?"
"Please send us a housing loan application."
Chapter financial account with Delta Chi questions ("How much do we owe?", "Help me understand our bill")

JustinS@deltachi.org (Justin Sherman – Director of Chapter Development) Ph ext 115
Expansions Cell: (319) 621-2203
Accounts Receivable/Finances
Incident Reports (When in doubt, report it!!), Risk Management questions
Chapter Programming (Rush, Finances, AM Program, etc.)
Chapter Minimum Standards (Size, GPA, etc.)

DanT@deltachi.org (Dan Thompson – Director of Chapter Services and Outreach Programming) Ph ext 119
UniLOA Cell: (319) 594-1317
Social media (Facebook, Twitter, YouTube)
Chapter Visitation Program ("When are we getting a visit?, etc.)
National House Corporation and local House Corp support
Chapter Services
The V Foundation

In reality, any of us can take a supply order or an address change or answer general questions and we will be happy to do so. Directing your inquiries as indicated above will just help insure the highest level of service.

June 2011