

Sample Regent Correspondence

Starting a Chapter

Sample Email 1

From: Timothy W Helwig [mailto:TW-Helwig@wiu.edu]
Sent: Wednesday, November 11, 2015 5:10 PM
To: [multiple English dept. professors]
Subject: Sigma Tau Delta English Honor Society

Dear Professors -----, -----, and -----,

I am the Midwestern Regent for Sigma Tau Delta English Honor Society, and I sent an email earlier this semester to Professor ----- . One of your former students, -----, suggested that I also follow up with an email to the three of you. I had the pleasure, in fact, of participating on a panel at our Midwestern regional conference this past weekend with -----.

If you are interested in starting a chapter of Sigma Tau Delta on your campus, I would be happy to answer any questions you might have and/or to put you in contact with staff members at our headquarters in DeKalb, Illinois, and who could provide you with a new chapter application.

I have been the faculty adviser to our chapter of Sigma Tau Delta at Western Illinois University since 2009, and reinvigorating our chapter over the past six years has helped to strengthen our department culture and to provide numerous academic and scholarship opportunities for our English majors and minors.

In addition to the pleasure and honor of being a part of Sigma Tau Delta and having the camaraderie of others who share a love of language and literature, student members of Sigma Tau Delta have opportunities for scholarships, internships, awards, grants, publications, presentations at conferences and conventions, and much more. Chapter Sponsors also benefit from Sponsor workshops, awards, and opportunities to serve on Sigma Tau Delta committees.

Students universally report that membership in Sigma Tau Delta has been vitally important to them, has given them leadership opportunities and confidence, and has helped them use and refine their abilities in language and literature. A number of our students have been encouraged by their participation in Sigma Tau Delta to consider paths they had not previously contemplated: going to graduate school, sending works for publication, submitting and presenting at national conferences, studying abroad, working on literacy with local and international groups, applying for scholarships, and so on.

Again, if you are interested in starting a chapter, I am happy to offer assistance and answer any questions. I will add that the annual convention, where students from around the world present their juried papers and creative writing, will be held in the Midwest for the next three years, providing great opportunities for professionalization for our English students in ----- and Illinois.

Sincerely,

Tim Helwig, Midwestern Regent
Sigma Tau Delta English Honor Society

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