



Student Senate

Student Affairs Committee

FACULTY/STAFF ADVISOR AGREEMENT FORM

In addition to working with the Center for Student Leadership, clubs have the opportunity to work with a Faculty/Staff Advisor. This person can provide expertise in the development and promotion of your club, as well as support for your organization's leadership.

Club Information

Organization: _____

Academic Year: _____ - _____

Advisor Information

Name: _____

Title: _____

Department: _____

Phone: _____

Email: _____

The Role of the Faculty/Staff Advisor

- Utilize expertise to help determine and support events and programs that may be helpful in advancing their club/organization's purpose
- Network and help develop connections with appropriate speakers, groups, and other resources who would also be valuable sources of support
- Act as a communication medium to their respective departments and/or offices by relaying the status and endeavors of their organization
- Encourage student involvement in the academic curriculum
- Support their club in understanding and maintaining University policies and procedures
- Assist the Center for Student Leadership in developing the group's (and its individuals') leadership skills

Checklist & Signature (Pg. 2)

The following expectations are to be negotiated between the advisor and the club/organization. Please check off all expectations the advisor is willing to commit to. Make one copy for both the organization's President and the advisor.

- Attend all meetings
 - Meet with the President/Chairperson before/after meetings
 - Attend a specified number of club/organization events
 - Speak up during meetings with relevant information
 - Challenge group members/officers to think creatively and openly
 - Take an active part in formulating the goals of the group
 - Take an active part in facilitating the development of group goals
 - Promote group activities to other faculty/staff
 - Other (please list)
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A faculty/staff member must agree to serve as the faculty/staff advisor to the organization during the academic year indicated. A full-time University faculty or staff member must be selected and agree to the responsibility of the role as a faculty/staff advisor. In addition, the advisor should agree to support this student-driven organization, as well as to work with the organization's officers in maintaining University policies and procedures as outlined in the ASSCU bylaws and other University sources.

Signature

I have met with the club and discussed the expectations and will fulfill these to the best of my ability.

Advisor's Signature

Date

Any Questions? Comments?
Please Email the Student Affairs Committee Chair,
at SACChair@scu.edu