



ADVISOR AGREEMENT FORM:

Student Organization: _____

This agreement is designed to enhance the relationship between the advisor and the members of the Student Organization. This document should be reviewed periodically for the benefit of both parties. Re-negotiation of any area should occur whenever one or both parties deem it appropriate.

Eligibility: An advisor must be either a faculty member (not on sabbatical) or a staff member at the University. The faculty or staff member must be employed at the University at least part-time and in a benefits eligible position. Unless it states otherwise in their position description on file with human resources, faculty and staff may only advise two student organizations.

Mandatory Expectations: Each advisor must attend the State Mandated Risk Management Training. In addition, the advisor serves as the link between the Student Organization and the University; providing guidance to the organization in regards to University policies and procedures.

Suggestions of the Advisor's Role: While specific roles should be defined by the organization and the advisor, an advisor should generally...

- provide expert knowledge and advice
- be knowledgeable about activities and programs of the organization
- suggest and encourage new program ideas
- help members apply principles and skills learned in and out of the classroom
- point out new directions and options
- provide insight into the group's problems and successes
- teach leadership techniques and develop new leadership
- assist in maintaining high standards of programming and individual performance
- provide continuity with the history and tradition of past years
- assist in the development of procedures and plans of action

For assistance in defining the Advisor's Role, visit www.utsa.edu/sa/so/advisor_resources.cfm or contact Student Activities.

I have read and understand the Student Organization Advisor Requirements as stated above.

Printed Name of Faculty/Staff Advisor: _____

Signature of Faculty/Staff Advisor: _____