



Western Oregon University
 Advisor Agreement
 2011-2012



The members of _____, by the selection process outlined in our constitution
Club/organization name

Hereby announce that _____ will be our club/organization advisor(s) for the
Advisor and/or Co-Advisors
 Academic year.

Western Oregon University has the following basic expectations of all club/organization advisors:

- Provide a sense of continuity and history to an organization where students may have leaders that are involved for a year or two.
- Keep organization records, understand the financial transactions, and keeps track of a group's history and transitions.
- Provide guidance surrounding university policies, behavioral expectations, effective organizational strategies, and opportunities for continued member growth and leadership development
- Provide structured learning to existing members while promoting and directing new members
- Meet with the executive board as often as necessary
- Act as a resource to the group
- Attend programs sponsored by the club/organization and ensure compliance to deadlines and procedures related to campus programs and events
- Partake in various advisor training sessions held by the Office of Student Leadership and Activities (SLA)

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 the advisor and one copy for the president. Please return the original signed agreement to ASWOU.

_____ Attend _____ general meetings per term/year (circle one). {acceptable answers are "all, a numerical value, none."}

_____ Attend _____ executive board meetings per term/year (circle one)

_____ Meet with the president/chairperson before/after meetings

_____ Attend a specified number of organizational events

_____ Assist in the training of new officers

_____ Partake in meetings by speaking up with relevant information, challenging members to think critically, and help prepare agenda

_____ Promote group activities to other faculty and staff

_____ Take an active part in facilitating the development and formulating organizational goals

_____ Attend any trainings or programs that can potentially benefit the person, as an advisor, through SLA

_____ Encourage recruitment and participation of new members of all students, regardless of status, race, creed, gender, age, sexual orientation, ability, national origin, or other category

_____ Be aware of the expenditure of student's time, availabilities and duties within the club

_____ Other (list)

The above expectations and responsibilities may be reconsidered at any time based on the needs of all parties.

Signatures

 Advisor Signature

 Date

 Club President/Chairperson

 Date

 ASWOU Student Organizations Director

 Date