**Campus Advisor Agreements**

The responsibility of being a campus or alumni advisor to a student organization is very important to the ultimate success and continued growth of the organization. The campus and alumni advisors, above all, should act as resources and advocates for the organization. Members should be comfortable sharing concerns and expressing ideas to you in order to obtain meaningful feedback.

Expectation of the advisors:

1. Be familiar with the constitution and bylaws of the organization.
2. Know the rules and regulations of the College, including the Code of Conduct.
3. Act as a liaison between the club/organization and the administration of the College.
4. Meet with the officers of the organization to develop program ideas, discuss goals and objectives and examine difficulties.
5. Sign all facility requests to be submitted by clubs for room reservations.
6. ***Attend and oversee all club/organization meetings and events.***

***Advisor attendance is required for approval of programs.***

1. Be accessible to members to address any concerns and offer advice.
2. Encourage the members to take initiative and responsibility for their actions.
3. Attend all off-campus College-sponsored trips as a chaperone, in the event that the advisor is unable to attend, appoint a trusted designee in your place.
4. Report knowledge of any hazing allegations and/or incidents.
5. Attend club advisor trainings offered by CSLI.
6. This is a volunteer activity for which there is no monetary compensation.

Realizing the responsibilities of being a campus advisor, I (print name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to be the campus advisor to (print organization name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the \_\_\_\_\_\_\_\_ semester. My term of service will end on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Signature of Campus Advisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Contact Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Primary Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Club/Organization President:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_