

The Division of Student Affairs requires all Recognized Student Organizations (RSOs) to secure and maintain a full-time UWA faculty or staff member as an advisor. Advisors are integral to the success of the organization and the development of its student leaders. In order to serve as an advisor, faculty or staff must sign an Advisor Agreement Contract which states the required and suggested roles of an advisor.

**As an advisor of an RSO, UWA expects you:**

- Are involved in the functions and operations of the student organization. We suggest meeting with organization leaders, attending organization meetings and participating in organization events whenever possible.
- Maintain regular communication with organization leaders.
- Be familiar with the organizations mission, vision, purpose, operating bylaws, intended outcomes, goals, structures and procedures. Hold the organization accountable to maintaining those standards and ideas at all times.
- Understand university policies and procedures and how they relate to student organizations.
- Encourage smooth and successful organization transitions at the end of each year.
- Meet with organization leaders to assist in planning all events and experiences.
- Assist the organization with evaluation of individual programs and overall organization success.

**Do's:**

- Encourage students to take charge of the organization and its initiatives.
- Recognize both individual and collective achievements of the organization.
- Familiarize yourself with university regulations and inform students about them when needed.
- Cultivate strong connections with leaders and members of student organizations.
- Be aware of the student organization's mission, vision, purpose, and bylaws.
- Support the organization in resolving group conflicts.
- Hold students responsible by challenging their perspectives and methods.
- Permit students to experience failure.

**Don'ts:**

- Assume ultimate responsibility for organization decisions, problems and failures.
- Run organization meetings.
- Assume the role of absolute decision maker.
- Try to solve every issue or problem that arises.
- Serve as primary recruiter or marketer for organization and its programs.
- Assume the organization doesn't require your guidance and assistance.

By signing this agreement, the UWA faculty or staff member certifies that he/she will fulfill the duties of an RSO Advisor to the best of his/her abilities and that he/she has read, understands, and agrees to act in accordance with the Student Handbook, University Hazing Policy, and University Alcohol Policy.

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Recognized Student Organization

\_\_\_\_\_  
Advisor Name (Print)

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Campus phone number

\_\_\_\_\_  
Cell phone number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date