



FACULTY/STAFF ADVISOR AGREEMENT

Faculty/Staff advisors are volunteers who give their time to the betterment of student life by helping student organizations. Faculty/Staff advisors must be at least a part-time employee of Winthrop University and must be willing to enrich students with their assistance in co-curricular experiences. Student organizations are given the right to select their own advisors.

Your Responsibility as a Faculty/Staff Advisor

1. Be familiar with University and clubs & organizations policies that will affect the clubs & organizations. Obtain a copy of the Clubs & Organizations Handbook. Keep organization informed of changes or revisions.
2. Ensure that the correct representative attend the mandatory clubs & organizations Orientation meeting held each semester by the Office of Student Activities.
3. Maintain contact with the organization and provide general support and leadership.
4. Serve as a liaison between the organization, faculty, staff, administration, and the Office of Student Activities.
5. Participate and guide the organization in designing meaningful programs that are consistent with the organizations purpose and goals.
6. Determine the roles and expectations between the advisor and organization.

The Department of Student Affairs and The Office of Student Activities would like to thank you for donating your valuable time to student organizations at Winthrop. It is this commitment to integration of academic and interpersonal development that makes the students so successful.

This form must be turned in to 269 DiGiorgio Campus Center to complete student organization registration

Organization Name

Faculty/Staff Advisor's Name

Department

Phone Number

Faculty/Staff Advisor's Signature

Date

Organization President's Signature

Date

Department of Student Affairs
Division of Student Life
Winthrop University

(Office Use Only)

Received By and Date _____

Approved By and Date _____

Entered into Database _____

Filed by _____