RSO ADVISOR CONTRACT

Purpose of Advisors: The Advisor serves in a voluntary capacity to the student organization and provides guidance, direction, advice, and continuity to both the members and officers of the organization. Goals and ideas for the group should be discussed with the Advisor. An Advisor approves most paperwork regarding finances and college services.

Advisor Responsibilities
- Maintain an awareness of the activities and programs sponsored by the RSO
- Meet with leaders and officers to discuss upcoming meetings and programs, long range plans, goals, and problem solving
- Attend general and executive board meetings as often as possible
- Assist the organization’s Treasurer in monitoring and adhering to the budget
- Assist with officer transition and new officer training
- Maintain contact with UNT Dallas Student Affairs (at least twice per semester)
- Explain and clarify College policies and procedures that apply to the organization
- Talk with the organization regarding appropriate behavior on the part of the members and possible consequences of unacceptable behavior
- Maintain the ability to deal with the same issues each year and remain fresh
- Be familiar with national structure and services, if relevant
- Monitor academic and disciplinary eligibility of members
- Officers and leadership must notify the Advisor of all meetings and events

Organization’s Responsibilities to the Advisor
- Consult him/her in the planning of projects and events
- Consult him/her before any changes in the structure of the group, or in the policies of the organization are made, and before major projects are undertaken
- Allow the Advisor speaking privileges although he/she is not allowed a vote
- Be aware that the success or failure of the organization and its events rest on the members of the organization itself, not the Advisor
- Discuss concerns and issues with the Advisor
- Acknowledge that the Advisor’s time and energy are donated, and express appreciation
- Be clear and open about expectations of Advisor and periodically evaluate the Advisor

Advisor Agreement
I have read and understand the above expectations, and agree to be the Advisor of the

__________________________________________________________ (Name of RSO)

Advisor Name: ______________________________ Date: ______________

Office Location: __________________________ Phone: __________________

Advisor Signature: __________________________ Title: ______________