

ADVISOR – STUDENT ORGANIZATION AGREEMENT

This Agreement should be used as a tool to facilitate conversations about the Advisor's and Officers' expectations of each other, and how their positions will interact. It is intended to increase communication between Advisors and Officers of Student Organizations.

The following are **required components** of the agreement between the Advisor and the Organization. The Advisor must:

- Request meetings of the Officers when s/he believes it is necessary.
- Explain UC Clermont College policy when relevant.
- Explain and review UC Clermont College policy to the membership at a general meeting once a year, or in case of Advisor, Officer, or policy change(s).
- Maintain contact with a designated officer at least once per month.
- Receive a copy of all meeting agendas and minutes.
- Veto a decision only when it violates UC Clermont College policy.
- Assist the group in any dealings with members of the UC Clermont College faculty or staff.

The following are **negotiable expectations** that should be discussed between the Advisor and the Organization. The Advisor is encouraged to:

- Attend all general meetings.
- Attend all Officers' meetings.
- Help the President prepare the agenda before each meeting.
- Attend group activities.
- When necessary, inform the group of infractions of their Bylaws, codes, standing rules.
- Anticipate problems, and mediate any interpersonal conflicts which may arise.
- Take an active part in the orderly transition of responsibilities between outgoing and incoming Officers by coordinating a transition workshop.
- Participate in Student Organization recognition activities.

We, the undersigned, understand and are willing to adhere to the **required components** of the Advisor – Organization relationship. We have also discussed the negotiable expectations listed in this Agreement.

Signed,

President _____

Advisor _____

Vice-President _____

Treasurer _____

Secretary _____

Organization _____

