



ADVISOR AGREEMENT FORM

Student Organization Name (no acronyms): _____

This agreement is designed to enhance the relationship between the advisor and the executive officers/members of the Student Organization. This document should be reviewed periodically for the benefit of all parties. Renegotiation of any area should occur whenever a party deems it appropriate.

Eligibility: An advisor must be a full-time faculty member (not on sabbatical) and/or a full-time staff member at Texas Tech University. Faculty and/or staff members are *only* eligible to advise Student Organizations affiliated with the TTU campus on which they work.

Mandatory Expectations: Each advisor must attend Student Organization Advisor Risk Management Training at least once or when requested. In addition, the advisor serves as the link between the Student Organization and the University - providing guidance to the organization regarding university policies and procedures and brokering resources to the Student Organization. **If the organization does not use SGA assigned student organization mailboxes, the advisor will utilize their campus mail stop as the organization's on-campus mailing address.**

Suggestions of the Advisor's Role: While specific roles should be defined by the organization and the advisor, an advisor should generally:

- Provide expert knowledge and advice.
- Be knowledgeable about activities and programs of the organization.
- Suggest and encourage innovative program ideas.
- Help student leaders and members apply principles and skills learned in and out of the classroom.
- Point out new directions and options.
- Provide insight into the group's challenges and successes.
- Teach leadership techniques and assist in developing new leadership skills.
- Assist in maintaining high standards of programming and individual performance.
- Provide continuity with the history and tradition of past years.
- Assist in the development of procedures and plans of action.

For assistance in defining the Advisor's Role, visit studentinvolvement.ttu.edu or contact Student Involvement at 806-742-5433 and/or studentorgs@ttu.edu.

I have read and understand the Student Organization Advisor expectations as stated above, and I agree to serve as the advisor for the next academic year.

Printed Name of Faculty/Staff Advisor: _____

Signature of Faculty/Staff Advisor: _____

College/Department of Advisor: _____

TTU Email Address: _____

Date: _____