

Role of Campus Advisers

Staff Involvement in the extracurricular activities and education of students is encouraged. Campus Advisors can either be a senior administrator (Dean/Director, Asst. Dean/Coordinator, Administrative Officer, HOD or lecturer with prior student advising experience or two year's teaching experience at UG within any given Faculty or School. Acceptance of forms signed by persons external to the University would be at the discretion of the Registry.

Advisors are expected to serve as influential role models for students and support the development of UG students. The job of an adviser to an organization is to help the group meet its stated goals. Therefore an adviser should:

- Be informed of the purpose of the organization (Review of the organization's constitution may be necessary)
- Clarify their role as the adviser with officers to avoid problems due to misunderstandings regarding roles and responsibilities
- Be informed of University policies and procedures which govern student organizations
- Encourage the members to assume responsibility for programming and its effectiveness
- Supervise and attend events both on and off campus
- Advise through a process of challenge and support
- Recognize both success and failure as key components of the learning process
- Incorporate classroom learning into group activities when possible

Further an Adviser is expected to:

- 1) Attend a minimum of fifty percent of organizational meetings per academic year
 - 2) Assist in the preparation of the group's budget and conduct periodic reviews of the organization's financial status
 - 3) Have a philosophy that is compatible with the goals of the particular organization and the purposes of the student service program
 - 4) Maintain constant communication with the organization members to insure a good, open and supportive relationship
 - 5) Contact the UGSS or Central Registry to clarify the legality of any questionable group practices or activities
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