

Club & Org Advisors

Advising Overview

What is an Advisor?

Advisors support student club and organization leaders through providing club/org historical context, guiding reflective decision making, and drawing attention to applicable policies, including harm reduction and risk management considerations.

Having an advisor is a best practice that is encouraged for all student clubs and organizations. However, having an advisor is not a current requirement for most student clubs. Note, fraternity and sorority organizations, as well as student media organizations, are required to have an on-campus faculty or staff advisor.

Who can be an Advisor?

Advisors to student organizations must be UCCS faculty or staff members, or a graduate/doctoral student. Undergraduate students may not advise student clubs or organizations. If a graduate student organization would like an advisor, it must be advised by either a faculty or staff member and not a graduate student.

Clubs and organizations can have a non-UCCS advisor as well, but they cannot gain access to MLC. These outside advisors can be someone from the community, from your national organization, or an alumnus of your club.

How to Become an Advisor

A club/org member (or a Student Life & Leadership staff member) must add you to the club/org MLC page under the club role “faculty/staff advisor”. There is no formal process to be recognized as the advisor.

Suggested Role & Responsibilities

These may change based on what the club/org needs, but here are some suggestions for how an Advisor could get involved:

- Develop relationship with officers
- Agree on clear expectations
- Develop goals and revisit them throughout the year
- Review the constitution of the organization
- Establish officer responsibilities

- Be aware of all plans and activities
- Offer suggestions and perspective without demanding that organization follow everything
- Discourage dominance by individuals and encourage quieter students to take initiative
- Be honest and open with all communication
- Provide feedback on their successes and challenges
- Hold them accountable for their actions and decisions
- Offer ideas for projects and events
- Help students find a balance between academic/curricular involvement and co-curricular/extracurricular involvement
- Explain UCCS and Student Life & Leadership policies

Role as defined in the Constitution Template

Article VIII. ADVISOR

- Section 1. The Club Officers shall unanimously agree upon and appoint an advisor no later than April 1 to serve a term from May 1 - April 30.
- Section 2. The Advisor must be a full-time UCCS faculty or Staff member.
- Section 3. The Advisor's duties shall include:
 - Meeting with the club officers on a regular basis.
 - Attending club meetings and club activities.
 - Keeping abreast of club issues and intentions.
 - Meeting with the Treasurer monthly to review account balances and financial transactions.
 - Assisting with the implementation of an officer transition program.
- Section 4. The Advisor shall be an ex-officio member of the club, and as such, shall not have voting rights.
- Section 5. The Advisor shall have veto power over any decision made by the club which is in direct violation of University policy. This authority shall be used only in circumstances where the club officers knowingly intend to violate University policy.