

ADVISOR CONFIRMATION FORM

Advisor Confirmation Form

Advisor Name: [Required]

Student organization name: [Required]

No acronyms please.

Please select the time commitment you expect to advise the organization listed above. [Required]

Advisors who select the 2 or 3 year option will not be asked to confirm their role annually. Additionally, Student Involvement acknowledges that priorities and availability could change for advisors from year to year and this is okay. If this is the case for you, we respectfully ask that you inform your student organization(s) and Student Involvement when your commitment changes.

Valid input:

- Select only one choice.

1 academic year (2019-2020 only)

2 academic years (present - Spring 2021)

3 academic years (present - Spring 2022)

Are you confirming your advisor role for more than one student organization today? [Required]

Valid input:

- Select only one choice.

Yes

No

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You indicated that you are confirming your advisor role for more than one student organization. Please use this section to list the student organization(s) and indicate the time frame you expect to be able to commit as an advisor.

Student Involvement acknowledges that priorities and availability could change for advisors from year to year and this is okay. If this is the case for you, we respectfully ask that you inform your student organization(s) and Student Involvement when your commitment changes.

Student organization #2:

No acronyms please.

Please select the time commitment you expect to advise student organization #2 listed above.

Advisors who select the 2 or 3 year option will not be asked to confirm their role annually.

Valid input:

- Select only one choice.

1 academic year (2019-2020 only)

2 academic years (present - Spring 2021)

3 academic years (present - Spring 2022)

Student organization #3:

No acronyms please.

Please select the time commitment you expect to advise student organization #3 listed above.

Advisors who select the 2 or 3 year option will not be asked to confirm their role annually.

Valid input:

- Select only one choice.

1 academic year (2019-2020 only)

2 academic years (present - Spring 2021)

3 academic years (present - Spring 2022)

Student organization #4:

No acronyms please.

Please select the time commitment you expect to advise student organization #4 listed above.

Advisors who select the 2 or 3 year option will not be asked to confirm their role annually.

Valid input:

- Select only one choice.

1 academic year (2019-2020 only)

2 academic years (present - Spring 2021)

3 academic years (present - Spring 2022)

Student organization #5:

No acronyms please.

Please select the time commitment you expect to advise student organization #5 listed above.

Advisors who select the 2 or 3 year option will not be asked to confirm their role annually.

Valid input:

- Select only one choice.

1 academic year (2019-2020 only)

2 academic years (present - Spring 2021)

3 academic years (present - Spring 2022)

Advisor Guidelines & Agreements

Advisor Acknowledgment [Required]

You can access a copy of the Advisor Guidelines & Agreements for your records under the Advisor section of our website: <https://www.boisestate.edu/getinvolved/student-clubs-and-organizations/advising/>.

Valid input:

- Select only one choice.

I have read the Advisor Guidelines & Agreements and accept the role of Advisor to the student organization(s) I have listed.

Advisor Guidelines

Advisors must be Boise State University faculty or staff. Students cannot serve as advisors.

A community member may serve as a secondary advisor as long as the primary advisor is a Boise State faculty or staff.

The advisor role is a voluntary position and has no term limit as long as the student leaders wish to continue with the partnership.

Advisors may not sign contracts or agreements on behalf of the university for their student organization(s).

Advisors don't have voting rights in the student organization.

Advisors may not appoint students into officer positions; instead they may assist the membership to follow the election process outlined in the student organization constitution.

Advisors may be removed from office by the internal processes established in the constitution or other governing documents of the specific student organization.

Faculty and staff may advise more than one organization, however, they should consider their own balance by taking on these additional responsibilities and whether this will impact their ability to provide quality advising to their organizations.

Advisor Agreements

By accepting the advisor role, advisors agree to:

Act in the best interest of the student organization leaders and its members.

Offer guidance to the student organization to make sure the group is following proper Student Involvement & university procedures and policies.

Redirect students to Student Involvement or refer to the Student Organizations Handbook when making recommendations or offering advise to student organization(s) because procedures and policies may change from year to year.

Maintain regular communication with the Student Organizations Coordinator and the Student Involvement and Leadership Center.

Join the Advisor Portal in OrgSync to receive relevant updates, resources, and information.

Complete the annual Clery Act training to understand their role as Campus Security Authorities (CSA) to help Boise State maintain a safe campus.

Have a conversation with the student organization and agree on a set of expectations for one another from the onset, possibly even writing a list as a binding agreement. We believe this will help maintain a consistent, high-quality relationship.

Maintain regular communication with club officers to stay aware and well-informed about what is happening with the student organization.

Notify the Student Involvement and Leadership Center when the advisor role comes to a close.

The Student Involvement and Leadership Center appreciates the work you will do to support student leadership on campus. Please contact the student organizations coordinator at (208) 426-1223 or email at getinvolved@boisestate.edu if you have any questions.