Advisor Guidelines & Agreements
Advising a student organization can be a fun and rewarding experience; however, it does require making a commitment to the student organization and forming a partnership with the Student Involvement and Leadership Center to understand the responsibilities of your role.

Advisor Guidelines:
- Advisors must be Boise State University faculty or staff. It’s possible for a student organization to have more than one advisor (example: a community member may serve as a secondary advisor as long as the primary advisor is a Boise State faculty or staff). Students cannot serve as advisors.
- The advisor role is a voluntary position and has no term limit, but all must confirm their role during the annual registration process each fall semester.
- The Student Involvement and Leadership Center approves all advisors.
- Advisors may not sign contracts or agreements on behalf of the University for their student organizations.
- Advisors don’t have voting rights in the student organization.
- 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 good advising to their organizations.

By accepting the advisor role, advisors agree to:
- Act in the best interest of the student organization leaders and its members.
- Confirm their advisor role during the annual registration process.
- Complete the Advisor eOrientation to understand their role and responsibilities.
- Offer guidance to the student organization to make sure the group is following proper procedures and policies. Advisors are asked to refer to the Student Organizations Handbook, and 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 and important 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 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.