

Registered Student Organization (RSO) Advisor Expectations

Guide on being a successful resource for student
engagement

AQUINAS
COLLEGE
Student Activities
& Orientation



WHO CAN BE A RSO ADVISOR

Any Full-time faculty or staff member at Aquinas College

The role of an advisor is greatly appreciated by Student Activities as well as the Aquinas College community, who benefit from their hard work, dedication, and involvement. The Student Activities Office provides personal growth and development experiences through co-curricular activities. Student clubs and activities are a way for students to connect with other students with similar views, aspirations and concerns, and then provide a framework for those students to work together for the common goal, whether that goal is social, recreational, cultural or political. A variety of campus organizations, clubs, leadership workshops and leadership conferences provide students with many avenues for personal, vocational and social growth



An advisor accepts responsibility for keeping informed about activities of the organization and through regular engagement advises the appropriateness and general merits of policies and activities.



Role as an Advisor

Represent the College

Be an employee of the College (faculty or staff) during the semester of advisement.

Advise RSO's to adhere to the Dominican Values in their words, programs and action.

Advise RSO's to adhere to College policies, guidelines and the Student Code of Conduct).

Communication

Meet with club leaders once per semester

Attend one meeting per semester

Stay informed with all events and information with the leaders of the RSO

Become familiar with Engage AQ and utilize it to fit the need of the RSO

Financial Oversight

The advisor should assist in budget development, oversee club expenditures, and ensure that students are using the tuition-derived Senate funds appropriately and practicing respectful stewardship.

Advisors are the responsible person for signing approval for club reimbursements of funds spent.

. Approve and sign appropriate financial reimbursements.

Provide Guidance and Support

Facilitate and support student learning, as the students develop their leadership skills and learn to do the work of running a club or organization.

The advisor should be familiar with the operations of the club, including their mission/purpose, and the culture of meetings.

Through personal interaction and involvement in the club, the advisor can play a significant role in the development of student leaders. This involves advising about recruitment, effective meetings, event planning, and conflict resolution

Provide event support on and off-campus. Off-campus travel is expected when students travel.

Tips for Being a Great Advisor



- Be visible with the RSO
- Attend weekly meetings
- Attend RSO events on and off-campus
- Know your RSO's limits: model healthy habits and warn about over-committing
- Serve as a resource and not a barrier to creativity
- Be consistent and involved
- Encourage feedback
- Create a sense of purpose with your student leaders
- Remind students the importance of academic success

