Welcome!

Dear Advisor:

Thank you for taking on the role as a student organization advisor during the 2022-2023 academic year. You have agreed to become a guide and a mentor for a group of passionate and organized students on our campus. Serving as an advisor is a unique opportunity for faculty and staff to work with Mines’ students outside the classroom and contribute to their holistic development. This experience provides students the opportunity to connect with faculty and staff on a more personal level. This guide was designed to provide you with key information surrounding guidelines and procedures and address many of the questions and issues that seem to arise from year to year. However, please contact our office if you need more information or your questions are not being addressed. We are here to support you as well as the student organizations.

It is our hope that being a student organization advisor will be a rewarding experience. Thank you again for accepting this role and contributing to the co-curricular experience. Good luck during this incredible opportunity.

The SAIL Team

Kelsi Streich
Director of Student Activities, Involvement & Leadership (SAIL)

Begoña Ruiz Piñeiro
Associate Director for SAIL Finance and Operations

DeAnna Torrez
Finance Coordinator

Alexandra Demopoulos
Assistant Director of Student Engagement

Alexis Lakers
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Fraternity and Sorority Life Coordinator

Marilynn Gallegos
Clubs & Orgs. Coordinator

Best Practices for Advisors

What is a Student Organization Advisor?

Advisors are the full-time faculty or staff sponsors for a student organization. Student organizations are required to have a minimum of one full-time staff or faculty member from Mines serving as an advisor. This role is quite dynamic, where advisors assist in the general operation of the student organization but more critically help develop student leaders outside the classroom. Each organization will have different expectations of what their advisor’s specific role will look like, but in every instance, the advisor’s main responsibility will be student support.

Industry and alumni advisors as well as other advisors from National Organizations can serve along with the faculty/staff advisor and are required to abide by the same rules and standards as faculty advisors, including any mandatory trainings and reporting.

Best Practices in Advising Student Organizations*

Keep in mind that every student organization is different and will require a different combination of challenge and support by their advisor.

- Reference the organization’s bylaws, mission and vision when outlining the advisor’s role and the student leaders’ role within the organization
- Build relationships with the organization’s executive board and general members
- Attend events and organizational meetings when possible
- Provide guidance in understanding institutional and SAIL policies and services
• Build trust with the organization by being open and honest with all communication
• Allow your students to fail as long as it does not affect their long term success or that of the organization and help them learn from that experience

*Adapted from Belmont University Student Organization Advisor Handbook 2012-2013

SAIL’s Expectation of Advisors

• Register as an advisor for your organization. The registration form can be found [here](#) and it is required to be submitted every academic year, no later than December 31st
• Complete CSA training every year - click [here](#) to learn more information
• Advocate for your student organization while also supporting institutional policies
• Encourage leadership development through attendance of SAIL workshops and other programming
• Assist executive board to provide a smooth transition of leadership year to year
• Meet with the organization’s current executive board on a regular basis
• Assist the organization in any conflict management between members, executive members, and other entities