

The seal of the University of Connecticut is a circular emblem. It features a central shield with a tree and a book, surrounded by a laurel wreath. The shield is set against a background of a larger, fainter shield. The words "UNIVERSITY OF CONNECTICUT" are inscribed around the top inner edge of the seal, and the year "1881" is at the bottom. The seal is rendered in a light blue color.

***STUDENT
ORGANIZATION
ADVISOR MANUAL***

***University of Connecticut
Department of Student Activities***

The Attributes of a Good Advisor

Aware : Knows what is happening with the group at all times – problems, dates of functions, etc.

Dedicated : Always willing to assist the organization when necessary. Enjoys being associated with the group and is very involved.

Visible : Attends meetings, social functions and other special activities of the group when possible.

Informed : Familiar with the rules, policies and regulations of the University and the bylaws and constitution of the organization. Is prepared to render assistance with their interpretation.

Supportive: Provides encouragement and praise to group members.

Open-minded: Willing to consider new ideas and approaches although they may not totally agree with them.

Respected : Earned through being trustworthy and honest and demonstrating a genuine interest in the welfare of the group.

Adapted from The Kent State Advisor Manual at: <http://dept.kent.edu/csi/StudentOrganizations/AdvisorManual.html>

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Welcome!

Thanks for agreeing to serve as an advisor to one of the University's registered student organizations! Your commitment to supporting student co-curricular involvement on campus will help provide students with the guidance and advice necessary to enhance their personal development and leadership skills.

This handbook has been designed to assist you in your role as student organization advisor. If you have any suggested improvements for this handbook please contact the Department of Student Activities at 486-6588.

What is a Registered Student Organization?

A student organization is a group of students joined together by a common cause, interest or purpose. The general membership of a student organization may include faculty, staff, or community members; however, the students are responsible for the operation and responsibility of a student organization.

There are a number of criteria that must be met for a group to be recognized as a registered student organization. That criterion includes that:

- Each group provide and maintain the required information either on-line (for existing student organizations) or on the initial New Student Organization Registration Form.
- A current organization constitution (not more than 4 years old) must be on file in the Involvement Office in the Department of Student Activities (See Appendix B)
- The organization must maintain a minimum of eight (8) full-time Storrs campus students 51% of the total membership of the student organization must be registered as full-time students at the Storrs campus
- Tier I Student Organizations are required to have a primary contact student for the organization. This person must attend one SOLID workshop that introduces students to leading a student organization.
- A Tier II or Tier III organization must identify both a chief operating officer (COO) and a chief financial officer (CFO), and these officers must be full-time Storrs campus students in good academic and social standing. The organization must identify a Secretary (a position that either the COO or CFO may occupy).
- Each officer is required to attend his or her respective workshop that is encompassed by the SOLID program before the group is considered registered.
- Unless noted otherwise, membership to all student organizations must open to any full-time Storrs students
- The organization must uphold its responsibilities as outlined in various applicable University policies

In addition, Tier II registered student organizations must have an Advisor who is either a full-time member of the faculty (including emeritus), full-time professional staff, a Graduate Assistant or a Teaching Assistant at the University of Connecticut – Storrs Campus.

What is the Role of the Department of Student Activities?

The Department of Student Activities (DSA) encourages and supports the active involvement and leadership of students on campus. Staff in DSA provides programs and assistance to registered student organizations including: coordinating the student organization registration process, providing training and leadership programs, offering access to campus facilities, providing financial advisement and services, communicating related University policies and procedures, and more.

The DSA is especially proud of the S.O.L.I.D. program intended to ensure that student organization leaders are properly equipped to lead groups successfully and utilize all of their available campus resources. Please familiarize yourself with this program as it impacts every student organization recognized by the Student Activities Office.

SOLID

The goals of SOLID are to:

- help student organizations achieve its goals
- develop students' leadership knowledge and skills
- ensure that students are aware of university policies and resources
- promote responsibility, respect, and positive experiences through student organizations

The SOLID 3-Tier System

Acknowledging the variety of purposes, and the different levels of risks and financial responsibilities that student organizations may possess, SOLID is a three-tier system designed to train and support student organizations. Only Tier II and III organizations are required to have an advisor. Please reference the "3-Tier System Table" in Appendix B for more information.

The SOLID Workshops

Once a student organization elects which Tier their organization belongs to, and communicates this to the Student Activities Involvement Office, the organization officers attend the *mandatory* training sessions for their respective Tier. As a result, the student officers will be considered fully registered and able to utilize their Tier-specific benefits. More importantly, the student organization leaders will have an increased awareness of important University policies, procedures, resources, techniques to help their organization run more effectively, and more!

SOARS

The Department of Student Activities is committed to supporting the role of Student Organization Advisors through the Student Organization Advisor Resources and Support (S.O.A.R.S.) Program. The objectives of SOARS are to enhance communication between advisors, address issues and concerns related to advising registered student organizations, to provide helpful information and resources, and to increase recognition of advisors.

What is the Role of a Student Organization Advisor?

A Student Organization Advisor is a resource for the organization and can offer support and guidance in several broad areas:

- Helping with the growth and development of students within the organization
- Serving as a source of information and continuity to the organization as members transition
- Serving as a liaison between the University and the organization
- Advising the organization regarding program/event content and purpose

How Advisors Support Student Organizations

It may be helpful to think of the role as an Advisor in terms of three major areas:

1. Organizational Maintenance

These sometimes 'routine' activities are essential to the ultimate success of an organization and may include:

- Ensuring organizational continuity by periodically reviewing the constitution, minutes, files, and/or traditions with students
- Serving as a resource for students, especially regarding University policies, regulations, and procedures
- Coaching the officers in the principles of good organizational and administrative practice
- Helping and encouraging officers complete the SOLID program to fully register their club each academic year.

2. Organizational Growth

One of the most rewarding aspects of working with student organizations is assisting an organization in setting its vision for the future. Your experience and guidance can prove invaluable by:

- Keeping the group focused on its development and goals
- Remembering and assisting groups as they develop and mature
- Pointing out new opportunities, perspectives and directions to the group
- Developing self-discipline and responsibility among group members

3. Motivation

Many students need nothing more than encouragement from someone who has an active interest in what they are doing. Advisors can motivate students in ways that ensure that they are learning and having fun. Advisors can encourage and support an organization by:

- Attending organizational meetings, retreats, and events whenever possible
- Remaining as available as possible to assist the organization
- Supplying expert knowledge and insight through experience
- Providing problem-solving suggestions
 - serve as a role model for creative decision-making and flexibility, because problems can create stressful circumstances for students.

The Department of Student Activities encourages advisors to support all areas of student organization activities especially through direct interaction. This practice may vary from organization to organization, based on the group's needs, goals, and activities. Each year, the student leadership of the organization and the advisor should meet to determine the role and expectations of the advisor and the advisor's expectations of the students.

An Involved Advisor...

Attending Meetings: Level of Involvement

The level of involvement of an Advisor depends upon the nature of the organization, its leaders, and its activities. It is not necessary to attend every meeting and event. However, advisors should stay informed of the organization's activities and might want to attend some meetings from time to time in order to offer helpful points of view and encouragement to the organization. It may also be useful to establish weekly or bi-weekly meetings with student leaders to discuss issues and assist by reviewing agenda items for executive and general meetings.

Decision Making

Consistent with the development of responsible student leaders, Advisors of an organization do not have the authority to represent the views of the organization. This remains the responsibility of the students. Additionally, Advisors may not serve as a voting member of the organization's board of directors, executive council, or similar governing body.

Expense Authorization

It is strongly encouraged that Advisors be aware of the financial status of the organization. However, Advisors are not allowed to sign vouchers unless authorized by members of the student organization.

Event Attendance

Advisor attendance at events sponsored by student organizations is not required, however, where Advisors are able and feel comfortable, event attendance is not prohibited. This can be another way to demonstrate support for the organization.

Liability

As State employees, Student Organization Advisors are immune from personal liability, pursuant to Connecticut General Statutes 4-165, for conduct that is not wanton, reckless or malicious and is within the scope of employment. In addition, State employees are provided supplemental protection from liability by application of Connecticut General Statutes 5-141d which indemnifies and saves harmless any state officer or employee that: 1) is acting within the scope of his/her employment and 2) is not wanton, reckless or malicious in the discharge of his/her duties. Advisors seeking more information about this issue should contact the Involvement Office in the Department of Student Activities

Support Services to Know

The Department of Student Activities hopes Advisors feel comfortable taking advantage of the support elements established to help organizations be as successful as possible. The following offices/services can be found in the Department of Student Activities:

Involvement Office

The Involvement Office is located in the Student Union: Telephone (860) 486-6588. www.getinvolved.uconn.edu.

INVOLVEMENT OFFICE staff is actively involved in the support, training, and development of both Advisors (Advisor luncheons, general advising, and various advisor recognition programs) and Student Organizations (SOLID officer training series, leadership retreats, and general advising).

The Involvement Office provides a list of campus wide involvement and leadership opportunities available to help Advisors, student organizations, and all students. Some of the holdings of the collection include:

Student Organization Information

- All formal records about registered student organizations at the University of Connecticut are on file in the office

A Leadership Library

- Various books and videos are available that can help student leaders solve those tough leadership questions of: membership retention, marketing, personality styles, and much more

Business Office

The Business Office is located in Room 314 of the Student Union.

Telephone: (860) 486-3163

Webpage: www.studentactivities.uconn.edu/bo_index.html

The Business Office in the Department of Student Activities provides banking services and accounting advice to Tier II and III registered student organizations that opt to have an account with them, and do not hold other outside accounts. The Business Office also offers accounting and bookkeeping advice to *all* registered organizations. **Tier II Student organizations are encouraged to establish an account with the Business Office.**

The Business Office provides registered organizations with the tools, resources, and guidance to operate with sound business practices and principles. Student organizations interested in opening an account or learning more about being responsible for their organization's finances are encouraged to reference the Business Office webpage. Important Business Office forms that advisors and student officers should be familiar with can be found at:

www.studentactivities.uconn.edu/bo_forms.html.

Reservations Office

The Reservations Office is located in Room 315 of the Student Union.

Telephone: (860) 486-3421.

Webpage: www.studentunion.uconn.edu/reservations.html

Upon registration, including the completion of SOLID, student organizations may reserve space for meetings and programs in the Student Union and around campus.

The Reservations Office staff can help you determine an appropriate space for your function and reserve the space for you.

Programs Office

The Programs Office is located in room 203 of the Student Union.

Telephone: (860) 486-3423.

Web: www.studentactivities.uconn.edu/po_index.html

The Programs Office offers a wide variety of programming resources and guidance for all Tier II student organizations on the University of Connecticut campus. The Programs Office helps coordinate and plan Husky WOW, Homecoming, and Family Weekend activities too. The Programs Office also supervises and works closely with the Student Union Board of Governors, or SUBOG, which is a student-run organization that plans campus events. Contact them for programming support!

TRANSITION - When/If an Advisor Leaves

If, for whatever reason, you decide to leave your role as the organization's Advisor we recommend the following:

- Inform both the leaders of the student organizations and the Involvement Office of the date on which your role as Advisor officially ends. Please try to give the organization leaders as much advanced notice as possible.
- Remind the members of the organization that: If an Advisor resigns, the organization must find a new Advisor, and the organization will have 'forming' registration status for 45 days. The Involvement Office staff is available to offer suggestions on the best way to find a New Advisor

COMMON QUESTIONS AND ANSWERS

(The answers to these and many other questions can be found in **BLUEPRINTS: A Manual for Student Organizations** available through the Department of Student Activities) <http://www.studentactivities.uconn.edu/docs/blueprints.pdf>

1. Q.: What is SOLID?

A: The Student Organization Leaders Intentional Development (SOLID) program is intended to ensure that student organization leaders are properly equipped to lead their groups successfully and utilize all of the resources available to them. The program requires Tier I organizations to complete one workshop to be considered a registered organization. Tier II organization officers are required to complete 3 mandatory workshops for the COO, CFO, and Secretary to finalize the registration process of their group. Please visit www.studentactivities.uconn.edu/SOLID for more information on SOLID

2. Q: What is the minimum number of students needed to create a Student Organization?

A: Eight students is the minimum number of students needed to create a Student Organization.

3. Q: Can Student Organizations use 'University of Connecticut' as a part of their name?

A: No, student organizations are not official components of the University and are not permitted to use the name 'University of Connecticut' as part of their organization's name. Also, advertisements, newsletters, and promotional materials cannot contain the University logo.

4. Q: What are the Student Organization Officer Requirements?

A: All officers must be currently enrolled as a full-time student in good academic and social standing at the Storrs campus. Tier I Student Organizations are required to have a primary contact student for the organization. Tier II and III Student organizations are

required to have the officer positions of Chief Organization Officer (the primary contact) and a Chief Financial Officer designated in their constitution. Each academic year, the individuals who hold these positions should be identified on the Organization Re-Registration Online Form. One person **cannot** hold both of these positions.

5. Q: Who can be a Student Organization Advisor?

A: Every student organization must have a faculty or staff advisor. Advisors must be either full-time teaching or emeritus faculty, professional staff at the graduate assistants or teaching assistants of the University of Connecticut – Storrs Campus. Classified staff are not allowed to serve as advisors. Advisors do not have voting rights within the organization, nor the ability to approve expenditures or programs.

Note: Residence Hall Government advisors are appointed by the Department of Residential Life.

6. Q: How can a Student Organization obtain funding through USG?

A: All Tier II registered undergraduate clubs and organizations are eligible to apply for funding under USG's Funding Board's General Funding Guidelines. All events funded through the Funding Board must abide by the most up-to-date University policies and regulations.

Tier II organizations **will have to send their CFO to a Financial Management Workshop as a part of the SOLID workshop series** in order to be eligible to apply for funding. For more information call 486-3708 or visit them on the web at www.usg.uconn.edu.

7. Q: How can a registered Student Organization set up a bank account?

A: Student organizations may choose to have an account with the Campus Activities Business Office. The process is simple, requiring the completion and submission of contracts and a signature sheet to the Business Office once a year. The contract and signature sheet is effective from the date they are received by the Business Office and expire on June 30th each year. For more information on the benefits of having a bank account with the Business Office, call 486-3163.

8. Q: What are some of the important Reservation Guidelines?

A: Reservation requests will only be accepted from **registered officers** of an organization which has completed the SOLID program. Please contact the Reservations Office in the Student Union at (860) 486-3421 for more detailed information regarding making a reservation.

9. Q: Where can I find out more about facilities available for use by student organizations and any associated policies?

A: **BLUEPRINTS: A Manual For Student Organizations** addresses many of the opportunities and issues associated with reserving University facilities. Additionally, staff in the Reservations Office in the Department of Student Activities is available to make reservations and clarify policies related to facility use.

10. Q: What are Other Resources Available for Student Organization Advisors?

A: Advisors are encouraged to be familiar with **Blueprints: A Manual For Student Organizations.** Advisors are also encouraged to utilize the Department of Student Activities website, specifically the pages devoted to Advisor Support, Involvement, and Student Organization Support. For additional resource information, attend our monthly Advisor Luncheons held throughout the academic year!

11. Q: How will I find out about current information impacting student organizations or my role as the Advisor?

A: Advisors will be linked an Advisor list-serve and the Student Organization list-serve. This will provide Advisors with the opportunity to exchange and share information with one another as well as stay in touch with other information being communicated to student leaders.

12. What should I NOT do as an Advisor?

Some general dos and don'ts

Do...

- ▶ Allow others to fail
- ▶ Allow others to succeed
- ▶ Know your limits
- ▶ Be visible
- ▶ Be consistent with your actions
- ▶ Trust yourself with the group
- ▶ Direct the group where to find answers
- ▶ Teach the art of leadership

Don't...

- ▶ Control the group
- ▶ Manipulate the group
- ▶ Take ownership for the group
- ▶ Close Communication
- ▶ Be afraid to try new ideas
- ▶ Know it all
- ▶ Learn when to speak/when not to take everything so seriously
- ▶ Be the leader or give the answer



Where to Call At UConn



African American Cultural Center	486-3433
Asian American Cultural Center	486-0830
Catering, University	486-5053
Center for Students with Disabilities	486-2020
Charter Bus Services (Parking and Transportation)	486-6902
Counseling and Mental Health Services	486-4705
Dean of Students Office	486-3426
Department of Student Activities	486-3059
Business Office	486-3163
Involvement/Leadership Programs	486-6588
Community Outreach	486-1165
Programs Office	486-3423
Student Union Board of Governors	486-1140
Department of Public Safety	486-4800
Department of Residential Life	486-3430
Environmental Health and Safety	486-3613
Emergency	911
Graduate Student Senate	486-3907
International Services	486-3855
Library General Information	486-0497
Office of Fraternity and Sorority Life	486-6588
Office of Multicultural Affairs	486-5848
Puerto Rican/Latin American Cultural Center	486-1135
Rainbow Center	486-5821
Recreation Services	486-2837
Regional Campuses	
Stamford Campus	(203) 251-8400
Avery Point Campus	405-9010
Hartford Campus	570-9000
Torrington Campus	626-6800
Waterbury Campus	(203) 326-9800
Student Health Services	486-4700
Student Support Services	486-4040
Student Union (Reservations Office)	486-3421
UConn CO-OP	486-3537
Undergraduate Student Government	486-3708
University Printing (Document Production Center)	486-2022
Women's Center	486-4738

How to Write a Student Organization Constitution: Requirements and Tips

A constitution is a founding document that provides a clear outline of the structure and mission of the organization and provides a basic set of rules that will govern the group. Its intent is to provide consistent leadership for the organization as it will be passed on to future officers.

*****Only Tier II and Tier III organizations are required to have a constitution*****

Use the following outline to write your organization's constitution. The items containing an asterisk (*) are required in the constitution:

1. Formal name of the organization*
2. Organization's purpose*
3. Membership composition*
4. Organization Officer Positions*
 - Duties
 - Officer election process
5. Designated Committees
 - Committee Responsibilities
 - Committee Chairs
 - Duties
 - Appointment of Chairs
6. Organization decision making model*
7. Meetings*
 - frequency
 - structure
8. Organization Advisor*
 - Appointment of UCONN faculty/staff member
 - Responsibilities of organization advisor
9. Organization Funds*
 - Means of acquiring funds
10. Amending the Constitution*
11. Addendums
 - Beneficiary addendum (for organizations with a bank account in the Student Activities Business Office)

Add information to change and/or clarify your constitution to remain consistent with the organization as it changes and grows.

A Sample Student Organization Constitution...

Article I. Name

The Formal name of this organization is _____.

Article II. Purpose

The purpose of (organization name) shall be to foster _____ through the coordination of _____ (ie: awareness projects and events). (Organization name) will work toward its goals by _____.

Article III. Membership Composition

Any person may attend (organization name) meetings. However, to be a member of (organization name) one must be an undergraduate or graduate student of UCONN, and pay membership dues.

Article IV. Organization Officers

Duties

Chief Organization Officer (COO) This person is the primary student contact for the organization; the “external spokesperson” of the group that regularly interacts with other student organizations and University officials. Feel free to name this officer as you like (i.e. president, editor, general manager etc.)

Chief Financial Officer (CFO) This person will be primarily responsible for the organization's finances. Feel free to name this officer as you like (i.e. treasurer, comptroller, bookkeeper, etc.)

Secretary The secretary is responsible for taking minutes at meetings and distributing them to all officers the following week.

Officer election process

Organization officers will be selected by a nomination and election process. Officers shall be elected before _____ and will serve a term of _____. The time between elections and the new term shall serve as a transition period for new officers.

Article V. Organization decision making model

As a general rule, (name of organization) shall use (majority vote, consensus, officer vote, etc.) _____ to make its decisions.

Article VI. Meetings

Frequency

Meetings will be held on the first and third Wednesday of every month.

Structure

The meeting will begin by being called to order by the President. Minutes will be taken by the Secretary, and distributed to the organization's officers the following week. The meeting will be ended by the President.

Article VII. Organization Advisor

A full time faculty member from the Storrs University of Connecticut campus is eligible for the faculty advisor position. The Faculty advisor will be chosen by the officers and their term will last indefinitely, with an annual reappointment.

The Advisor's duties shall include:

- A. Meeting with the organization officers on a regular basis.
- B. Attending organization meetings and activities.

The Advisor shall not have voting rights.

Article VIII. Organization Funds

Means of acquiring funds will include collection of membership dues, application to USG for funding and implementation of fundraising events throughout the academic year.

Article IX. Amending the Constitution

This constitution may be amended by a two-thirds vote of all present voting members. A proposed amendment to the constitution must be submitted for voting by an officer to all officers at least one week before the biweekly meeting. Upon receiving the two-thirds vote in favor of a constitutional amendment, the organization advisor will be informed of the amendment and the

Article X. Beneficiary Addendum

In the event that this organization's account remains inactive for 12 consecutive months, the following beneficiary will receive the balance of the organization's funds:

Beneficiary Name: _____ Beneficiary Address: _____
Beneficiary Contact: _____ Phone: _____

The SOLID 3-Tier System Table

The Characteristics of Each Tier		
Tier I	Tier II	Tier III
<p>Tier I Organizations: will typically include the following characteristics:</p> <p>An association of students with a similar interest(s), Low visibility on campus, Simple organizational structure, Low risk activities, Need space only for meetings.</p> <p>Do not rely on the University (including USG) for funding, and event space and event planning support/advisement (i.e. do not have events or programs, just meetings)</p>	<p>Tier II Organizations: Characteristics of a Tier II Organization will include:</p> <p>An association of students with a similar interest(s)</p> <p>Higher visibility on campus than Tier I</p> <p>Greater detail in the organizational structure</p> <p>Low to high risk activities</p> <p>Could need space to meet.</p> <p>Could rely on the University (including USG) for funding, and event space and event planning support/advisement.</p>	<p>Tier III Organizations: (Trustee Accounts and Fee Funded Groups) are recognized by the University and financially supported by student fees. They possess the following characteristics:</p> <p>Organizations that are financially supported by student fees /High visibility on campus/High accountability to all students/ Moderate to high risk activities/ Regular interaction with University staff/Reliance on the University for funding, financial support, facilities and event planning support/</p> <p>The Department of Student Activities will designate organizations for this tier based on their funding structure. Organizations currently included in this tier include: Daily Campus, GSS, Nutmeg Yearbook, PIRG, SUBOG, UCTV, USG, WHUS.</p>
The Benefits of each Tier		
Benefits of Being a Tier-I Organization	Benefits of Being a Tier-II Organization	Benefits of Being a Tier-III Organization
<p>Included on "GetInvolved" website/ Subscribed to The CURRENTS/ Eligible for organization web account/ Eligible to request meeting space (no event space)/ Eligible to sign-up for Involvement Fair (on space availability basis)</p>	<p>Eligible to request event space on campus/ Eligible to sign-up for Involvement Fair Space/ Eligible for/ access to Student Activities Business Office bank account / Eligible to apply for funding from Undergraduate Student Government / Invited to leadership development opportunities/ Eligible for services from Student Organization Center / Eligible for co-programming funds from SUBOG/ Included on "GetInvolved" website/ Subscribed to The CURRENTS/ Eligible for organization web account/ Eligible to request meeting space</p>	<p>Eligible for student fee support/ for financial management support from University/ Eligible to request event space on campus/ Eligible to sign-up for Involvement Fair space/ Eligible for services from Student Organization Center / Eligible for co-programming funds from SUBOG/ Included on 'getinvolved@UConn' website /Subscribed to The CURRENTS / Eligible for organization web account / Eligible to request meeting space / Invited to Fall-Spring Retreat / Membership on Vice President for Student Affairs Leadership Council/ High visibility space during the Involvement Fair</p>
The requirements of being a registered organization		
<p>Properly register with the Department of Student Activities (complete the Tier-I Registration Form)</p> <p>Chief Organization Officer (COO) attends the 'Introduction to Tier-I Student Organizations Workshop (COO is required however other organization members are welcome as well)</p>	<p>Properly register with the Department of Student Activities (complete the Tier-II Registration Form)</p> <p>Submit/Have on file a current copy of the organization's constitution</p> <p>Identify and secure an organization advisor</p> <p>Chief Organization Officer (COO) attends the 'Leading An Organization' Workshop (COO is required however other organization members are welcome as well)</p> <p>Secretaries attend the 'A Secretary's Role' Workshop</p> <p>Chief Financial Officers attends a 'Managing Your Finances' Workshop Organization members attend a 'Event Planning' Workshop**</p>	<p>Properly register with the Department of Student Activities (complete the Tier-III Registration Form)</p> <p>Submit/Have on file a current copy of the organization's constitution</p> <p>Identify and secure an organization advisor</p> <p>Submit minutes of all meetings to Department of Student Activities</p> <p>Comply with requirements of annual student fee review process</p> <p>Comply with Student Trustee Financial Guidelines</p> <p>Executive Officers attend the Student Leaders Retreat at the beginning of the semester and as required.</p>

NEED MORE INFO?

If you have any questions about information in this document or about being an Advisor to a student organization, please contact us!



University of Connecticut

SOARS

Involvement Office

Department of Student Activities

Student Union Room 302

860.486.6588

www.studentactivities.uconn.edu

SOARS

Student Organization Advisor Resources and Support