

Advisor Expectations Activity
(adapted from Beta Theta Pi Fraternity)

Directions: Each officer and advisor should respond to the following items on a scale of 1-5 with regard to how important the function is. Upon completion, the advisor and office should review the document to identify common expectations and clarify differences.

Scale:

- 1 Essential
- 2 Helpful
- 3 Nice, but advisor doesn't have to
- 4 Prefer advisor not to do
- 5 Absolutely not advisor's role (5)

The advisor is expected to:

Explain college/university policy when relevant to the discussion and depend on the office to carry it through their leadership. [1 2 3 4 5]

Help prepare the agenda before each meeting. [1 2 3 4 5]

Meet with IFC officers at least once each month in person. [1 2 3 4 5]

Speak up during discussions with relevant information. [1 2 3 4 5]

Exert influence with officers between meetings. [1 2 3 4 5]

Take an active role in formulating the goals of the officer and the committee. [1 2 3 4 5]

Attend all IFC activities. [1 2 3 4 5]

Require officers to clear expenditures before financial commitments are made. [1 2 3 4 5]

Request to review the budget during each term and assist with the budget. [1 2 3 4 5]

Keep the officers aware of the stated objectives, policies, and bylaws when planning events. [1 2 3 4 5]

Veto a decision when it violates University policy. [1 2 3 4 5]

Let the officer work out problems, including making mistakes, and doing it the "hard" way. [1 2 3 4 5]

Insist on a written plan prior to each activity by those officers responsible for planning it. [1 2 3 4 5]

Take the initiative in creating teamwork and unity. [1 2 3 4 5]

Take an active part in the orderly transition of responsibilities between the old and new officers during each transition. [1 2 3 4 5]

Serve as a consultant. [1 2 3 4 5]

Other comments or suggestions: