INTENT

Edinboro University of Pennsylvania is firmly committed to the belief that learning takes place in a wide variety of settings and under varied circumstances. The mastering of social skills and the management of interpersonal interactions are of great importance and can be advanced through participation in student organizations. The University seeks to foster this educational experience by insuring that each organization has an advisor from among its staff by defining the roles, conditions for advising and delineating the specific responsibilities of the advisor.

One of the important purposes of the establishment of this policy is also to remove any doubts as to whether advisors to student organizations are acting within the scope of their official University duties and responsibilities when engaged in advisement. The clarification of this issue will expedite the University's effort to fulfill its obligation to provide a legal defense to advisors who are employees of the University if and when lawsuits against advisors arise from acts or omissions related to advisement.

POLICY

An advisor is an individual who accepts a position of association with an organization which desires his/her counsel on both specialized areas in which he/she is experienced, and in general matters of good taste, conduct and propriety.

Every student organization is required to have at least one advisor who is a full-time employee of the University and who has been acknowledged by the University President as the official advisor to the student organization. A letter of acknowledgement and acceptance will be prepared for placement in the individual's personnel file recognizing the advising position as an official function of the University. Organizations must submit the name of their advisors at the time of establishment and
chartering, as part of their annual registration, and when an advisor is replaced. The Vice President for Student Affairs is charged with maintaining a current list of approved advisors. The University might not be obligated to provide a legal defense for or incur any liability for self-appointed or otherwise unapproved advisors, as set forth above, who are sued for acts or omissions related to advisement.

The advisor, as a full-time employee serves as the representative of the University and as the organization’s direct link to the institution. In this role, the advisor assists in the fostering of an educational experience by providing instruction and information and should protect the interests of the University in fulfilling its educational mission. In this regard, specific duties include:

1. Supervising financial transactions.
2. Conferring with organizational officers regarding University policies and regulations.
3. Supervising the election of new officers and the completion of annual registration materials.
4. Ensuring that a University employee is available to operate any Commonwealth-owned vehicle used by the organization.
5. Attendance at all organizational functions, on or off campus, which are funded through student activity fee allocations or through University approved collections by the organization.

The organizational advisor should not approve or condone any activity which is illegal or in violation of University policy, or subjects members and/or others to unreasonable risks of injury or harm. Under this policy, however, the advisor does not agree to accept responsibility for or assume liability for the acts of an organization or its members, nor does the advisor become obligated to protect organizational members and/or others from injury and harm.