

SECTION: REGISTRATION

TITLE: MENTOR RESPONSIBILITY

A club presidency has the option to select a Club Mentor, however, it is no longer a requirement to have a club advisor. A Club Mentor is someone who will support, offer advice and give help when asked or needed. Club Mentors are to be selected by the student officers of the club.

Please understand that the purpose of a mentor is to help facilitate the student club you are assigned to, not to govern or run the club.

As a mentor, we recommend that you complete and submit the MENTOR ACKNOWLEDGMENT FORM located at uvu.edu/clubs under the "Forms" tab. This form is for our office to know who has agreed to mentor and support the club, in addition to being a resource for us. The minimum expectations for the involvement of a club mentor are as follows:

- You must be a full-time exempt employee.
- Your employment at UVU should always be your priority and come first before any involvement with a club.
- Your immediate supervisor must approve you being a club mentor. They will receive an email notifying them of your participation as a club mentor.
- You must be willing to comply with the UVU Clubs Handbook and Procedures.
- You must be willing to allow the students to organize and run the club, and be willing to instead mentor and advise, as explained above.
- The club mentor is not responsible for managing the club account, purchase approvals, club funds, travel costs, or other financial forms. Nor is it your responsibility to plan events or meetings, to schedule facilities or to collect dues for the club.
- You must complete and sign the acknowledgment form.
- If you become aware of violations by the club or its members of the UVU Clubs Handbook of Procedures, the UVU Student Code, UVU's Title IX/Sexual Misconduct Policy (UVU Policy 162), UVU's Discrimination Policy (UVU Policy 165), or any financial concerns, please notify the UVU Clubs Office of such concerns immediately.
- No mentors will be the banner index manager on club accounts.