

**GRAYS HARBOR COLLEGE
Administrative Procedure**

Subject: CLUB ADVISORS

Page 1 of 1

Administrative Procedure Number: 402.02

Date adopted: 1/9/82 Revised: 5/00, 2/18/20

Each recognized student club on campus must have an advisor who is a current employee of the college (not a student worker) and is approved by the ASGHC and the Director of Student Life or their designee. Advisors are responsible for insuring that the student organization complies with the Financial Guidelines of the Associated Students, club policies, and other rules and regulations of the college. Club advisors should not serve in the capacity of a club officer. Student club members will do completion of required forms, requests, and operations of the club, with the advisor supporting in a support role to ensure the student understands the process. The emphasis for club advisors shall be on providing a developmental opportunity for students to gain leadership skills, conflict resolution, and administrative operations experience.