Supporting

Student Organization Advisors

Student Life & Leadership
California State University, Fullerton
AGENDA

Student Life & Leadership Overview

Student Organizations at a Glance

Student Organization Advisor Role

TitanLink

Event Pass

Additional Resources

Questions | Share & Tell
INTRODUCTIONS

NAME

ROLE ON CAMPUS

STUDENT ORGANIZATION YOU ADVISE
STUDENT LIFE & LEADERSHIP OVERVIEW
Student Life & Leadership provides support and fosters community engagement. We empower students through involvement, leadership, and co-curricular learning opportunities to enhance their Titan Experience at CSUF.

- Students will be able to develop leadership skills related to their involvement within their organization.
- Students will have a Titan Experience related to their involvement with co-curricular opportunities at CSUF.
STUDENT ORGANIZATIONS AT A GLANCE
STUDENT LIFE & LEADERSHIP END OF THE YEAR REPORT CARD
2018-2019 in Review

**352** REGISTERED STUDENT ORGS

- Cultural: 3%
- Departmental: 45%
- Council & Boards: 4%
- Community Service: 5%
- Club Sports: 5%
- Academic: 5%
- Special Interest: 1%
- Social Action: 4%
- Honor Societies: 5%
- Faith: 6%
- Fraternity & Sorority Life: 8%

**7,000+ EVENTS HOSTED RANGING FROM MEETINGS TO FUNDRAISERS**

**20,318** VERIFIABLE SERVICE HOURS FROM ORGS

**62** SERVICE PROJECTS/OPPORTUNITIES

- 619 volunteers

**273** STUDENTS PARTICIPANTS AT EMERGING LEADERS RETREAT, LEADERSHIP ID, & SERVICE LEADERSHIP PROGRAMS

**31** STUDENT LEADERSHIP INSTITUTE ONE-OFF WORKSHOPS

**SPORTS CLUBS MEMBERS BY CLASS STANDING**

- First Year: 24%
- Second Year (12%)
- Third Year: 35%
- Fourth Year: 26%
- Graduate Student: 2%
- Other: 1%

**AVERAGE UNDERGRADUATE GPA: 2.91**

- Average GPA for Presidents: 3.18
- Average GPA for Treasurers: 3.23
- Average FSL Chapter & Council Presidents GPA: 3.0
- Average FSL Community GPA: 3.01
## AVERAGE GPA & TERM UNITS

*Based on Spring 2019 Leaders and Fall 2018 GPA’s*

<table>
<thead>
<tr>
<th>Role</th>
<th>Average Term Units</th>
<th>Average Term GPA</th>
<th>Average CUM GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>All University Undergraduate (UG)</td>
<td></td>
<td>2.91</td>
<td></td>
</tr>
<tr>
<td>UG President</td>
<td>13.258</td>
<td>3.009</td>
<td>3.178</td>
</tr>
<tr>
<td>UG Treasurer</td>
<td>13.30</td>
<td>3.085</td>
<td>3.227</td>
</tr>
<tr>
<td>All University Graduate (GR)</td>
<td></td>
<td>3.69</td>
<td></td>
</tr>
<tr>
<td>GR President</td>
<td>7.023</td>
<td>3.634</td>
<td>3.713</td>
</tr>
<tr>
<td>GR Treasurer</td>
<td>7.727</td>
<td>3.699</td>
<td>3.703</td>
</tr>
</tbody>
</table>
UG UNIT LOAD TO GPA COMPARISONS

*Based on Spring 2019 Leaders and Fall 2018 GPA’s*
FALL 2019

315
REGISTERED STUDENT ORGS

DEPARTMENTAL (42%)
COUNCILS & BOARDS (5%)
FRATERNITY & SORORITY LIFE (7%)
HONOR SOCIETIES (7%)
RECREATION (3%)
SPECIAL INTEREST (10%)
CLUB SPORTS (4%)
COMMUNITY SERVICE (3%)
FAITH (5%)

5-10 PEOPLE
10-20 PEOPLE
20-50 PEOPLE
50-100 PEOPLE
100-200 PEOPLE
200+ PEOPLE
PRELIMINARY STUDENT ORG
PRESIDENT & TREASURER
FALL PROFILE

Senior Standing Students
- 63% Presidents
- 50% Treasurers

10% Student Leaders are Graduate Students

3.218 Average CUM GPA

3.09 Average Spring 2019 GPA

13.715 Average Units Enrolled Fall 2019
Length of Involvement
Student Organization President

*Based on Self-Reported Fall 201Re-Registration Data
How Often Does Your Student Organization Meet?

*Based on Self-Reported Fall 201Re-Registration Data

- 1-2 times a semester: 25%
- 2-3 times a semester: 14%
- Monthly: 12%
- Multiple times a week: 4%
- Weekly: 4%
- Twice a month: 1%
How Often Do Student Org Presidents Meet with their Advisors?

1-2 times per year: 50%
A couple of times each semester: 30%
I haven't met/do not plan to meet with our advisor: 4%
Once a semester: 7%
Once a year: 3%
Weekly: 5%

*Based on Self-Reported Data at Summer 2019 LeadCon*
STUDENT ORGANIZATION ADVISORS
ADVISOR EXPECTATIONS

The goal as a Student Organization Advisor is to empower students through involvement, leadership, and co-curricular learning opportunities to enhance their Titan Experience.

The Advisor shall meet the minimum requirement established by the CSU Chancellor’s Office which includes trainings assigned by the Office of Student Life & Leadership.
ONLINE TRAINING

- ASI Accounting Services
- Steps/Tips for Event Planning
- Student Organization Funding Source/Fundraising Procedures
- Student Conduct Policies & Procedures
  - Alcohol Consumption
  - Anti-Hazing
  - Title IX
- Clery Reporting
- Campus Security Authority (CSA)
  - Any official of the University who has significant responsibility for student and campus activities
ROLE OF ADVISOR CHECKLIST

- Advisors perceive their roles differently
- What does does support look like?
- Advisor roles can change each year with new leadership
- The checklist helps start the conversation with student leaders

The Role of Advisor Checklist

This form is designed to help advisors and student officers determine a clear role for advisors in matters pertaining to student organizations.

Directions: The advisor and each officer should respond to the following items, then meet to compare answers and discuss any differences. For any items, which are determined not to be the responsibility of the advisor, it would be valuable to clarify which officer will assume that responsibility. For each statement, respond according to the following scale:
1. Essential for the advisor
2. Helpful for the advisor to do
3. Nice, but they don’t have to
4. Would prefer not to do
5. Absolutely not an advisor’s role

1. Attend all general meetings ______
2. Store all group paraphernalia during the summer and between changeover of officers ______
3. Attend all executive committee meetings ______
4. Keep official file in his/her office ______
5. Attend all other organizational activities ______
6. Inform the group of infractions of its bylaws, codes and standing rules ______
7. Explain university policy when relevant to the discussion ______
8. Keep the group aware of its stated objectives when planning events ______
9. Help the president prepare the agenda before each meeting ______
10. Mediate interpersonal conflicts that arise ______
11. Serve as a parliamentarian of the group ______
12. Be responsible for planning a leadership skill workshop ______
13. Speak up during discussion ______
14. State perceptions of his/her role as advisor at the beginning of the year ______
15. Be quiet during general meetings unless called upon ______
16. Let the group work out its problems, including making mistakes ______
17. Assist organization by signing forms only ______
18. Insist on an evaluation of each activity ______
19. Attend advisor training offered by the University ______
20. Take the initiative in creating teamwork and cooperation among officers ______
21. Speak up during discussion when he/she has relevant information or feels the group is making a poor decision ______
22. Let the group thrive or decline on its merits; do not interfere unless requested to do so ______
23. Take an active part in formulation of the creation of group goals ______
24. Represent the group in any conflicts with members of the University staff ______
25. Indicate ideas for discussion when he/she believes they will help the group ______
26. Be familiar with University facilities, services, and procedures for group activities ______
27. Be one of the group except for voting and holding office ______
28. Recommend programs and speakers ______
29. Request to see the treasurers books at the end of each semester ______
30. Take an active part in the orderly transition of responsibilities between old and new officers ______
31. Check the secretaries minutes before they are distributed ______
32. Cancel any activity when he/she believes it has been inadequately planned ______
33. Receive copies of official correspondence ______

Adapted from St. Cloud State University Downloads for Student Organizations and Advisors
TIPS FOR A SUCCESSFUL YEAR

• Set up regular meetings with student organization leaders
• Help them set/achieve their goals for the semester/year
• Be familiar with the organization’s constitution
• Contact Student Life & Leadership or the Dean of Students Office if something comes up
• Be visible/accessible
• Help students transition in and out of their roles
TITANLINK PLATFORM
TITANLINK

- Campus Labs’ Engage Platform
- Manage Student Organizations/Recognition
- Features:
  - Forms + Documents
  - News Articles
  - Elections
  - Service Hours + More!
- On-Campus Room Reservation System for Student Orgs and Departments
EVENT PASS MODULE
Your event pass is a unique code that allows you to quickly check-in to events happening on campus.

- Clubs, organizations, and departments can use the Event Pass to track and manage attendance at events.
- The University can utilize the data collected to better understand and support for students.
DOWNLOAD YOUR EVENT PASS

1 SCAN THE QR CODE BELOW

2 LOGIN WITH YOUR CSUF USERNAME AND PASSWORD
CHECK-IN WITH EVENT PASS

Steps on how to scan Event Passes for quick check-ins to TitanLink events.

1. DOWNLOAD THE APP
   - Download the free app, Campus Labs Check-in App, available on all smart devices

2. CREATE AN EVENT & GET THE UNIQUE EVENT TRACKING CODE
   - Once your event is approved, it will generate an unique access code you will use for your org's Event Pass Check-In

EVENT PASS CHECK-IN

1. OPEN THE APP & ENTER THE EVENT ACCESS CODE*
   - The first screen will ask you to enter an event access code. To locate the code, go to Manage Your Organization > Events or through your Action Center. The access code should appear in the bottom right of the screen once you click on the appropriate event.

2. TAP “START SESSION”

3. SIGN IN WITH YOUR CSUF PROFILE

4. START SCANNING
   - As soon as it recognizes the user, it will display a box with their basic details, including their RSVP status. Tap Check In to confirm the user and click OK to continue scanning.

5. END YOUR CHECK-IN SESSION
   - When you're done tracking attendance, tap on your Profile icon in the top left of the screen, then select End Session. You'll also find a feedback option on this page.

no pass?
If you come across an attendee without a mobile pass,
Click "No Pass?" below scanning area
OR
Select Lookup on the bottom menu bar > Search
> Enter their name or email (i.e. tuffy@csu.fullerton.edu)
> Confirm

FOR MORE DETAILED INSTRUCTIONS VISIT https://tinyurl.com/EventPassHelp
**EVENT PASS NOTES**

- Event Pass is FREE
- Must be connected to Wi-Fi or cellular data to work
  - Faculty/Staff Should Set Up CSUF Duo Mobile System
- Each student has a unique Event Pass that does not change over time

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**ACCESS YOUR EVENT PASS**

An Event Pass is a unique code that allows you to quickly check-in to events happening on campus through Titanlink

1. **LOG INTO TITANLINK ON YOUR MOBILE DEVICE**
   www.fullerton.edu/titanlink

2. **SELECT YOUR PROFILE ICON ON THE TOP RIGHT OF THE SCREEN**

3. **SELECT “EVENT PASS” TO DISPLAY YOUR UNIQUE CODE**

4. **SCAN, CHECK-IN + DONE!**

You can also add the pass to your Apple Wallet or Android Pay. These options make it easier to access your Event Pass at a later date. You can also choose to take a screenshot of your pass or print it.

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**THIS FEATURE IS AVAILABLE FOR STUDENT ORGANIZATIONS AND CAMPUS DEPARTMENTS TO UTILIZE WITH THEIR TITANLINK ACCOUNT**
BENEFITS OF EVENT PASS

• Takes out human error:
  o No writing/typing/swiping
  o No forgetting CWIDs
• Great for large scale events
  o Multiple phones can be used to check in people
• Can view attendee list in real time
• Data collection
  o Connected to each student’s account
  o Archives the data for future analysis and data
IMPACT OF EVENT PASS

Better understand our students
Integration with EMS
[GPAs, ethnicity, major, etc.]

Better understand our campus
Integration with TitanLink
[Time, dates, locations, etc.]

With this the collection of this data, the University can better understand and support our students to support initiatives like GI2025, the Strategic Plan, or the values of the institution.
RESOURCES
COMING SOON…

• New Platform to Integrate with TitanLink
• Centralized Data
• Reporting Dashboards  
  • Build custom data visuals
• Predictive Analytics  
  • Timely predictions
• Learning Analytics  
  • Identify gaps
• In Depth Reports
CSUF STUDENT LIFE & LEADERSHIP PRESENTS

CO-LAB
Student Organization Collaboration Laboratory

Student Life & Leadership will be hosting a series of workshops intended for student organization leaders to network, connect and learn. Each month will center the workshop around a particular discussion topic/officer positions.

FALL 2019 & SPRING 2020 WORKSHOP SCHEDULE

3:30 PM-5:00PM
EVERY 1ST TUESDAY & 2ND WEDNESDAY OF EACH MONTH

FOR MORE INFORMATION VISIT
https://tinyurl.com/SLLEvents201920

SEPTEMBER 3 & 11
LEADERSHIP

OCTOBER 1 & 9
EVENT PLANNING

NOVEMBER 5 & 13
FOUNDATIONS OF STUDENT ORGANIZATIONS

FEBRUARY 4 & 12
COMMUNICATION

MARCH 3 & 11
HOW TO BRAG ABOUT YOURSELF

APRIL 7 & 15
TRANSITIONS
STUDENT LEADERSHIP INSTITUTE

What is SLI?
The Student Leadership Institute provides opportunities for all students to engage with topics and develop skills in a variety of settings on campus. Attend a training, retreat, or leadership workshop that is sponsored or co-sponsored by the Student Leadership Institute and receive credit for that competency on your path. Events are updated regularly on the Student Leadership Institute page on TitanLink. Please note that the topics offered will vary, and not all competencies will occur in a single year.

For More Information & Event Details, Check Out
https://fullerton.campuslabs.com/engage/organization/sli

Leadership Programs
Develop your leadership skills your way!

Join the Service Leadership Program
Apply Today www.tinyurl.com/sliservice
This program is two semesters long Aug - May

Emerging Leaders Program
Apply Today www.tinyurl.com/emerging19

Part One
Oct. 11th or 18th

Part Two
Nov. 15th

Student Leadership Institute (SLI) Workshops
Each workshop gives you credit on your SLI path.
Complete the levels and be recognized!

For More Information & Event Details, Check Out
https://fullerton.campuslabs.com/engage/organization/sli
For More Information, Visit: www.tinyurl.com/slevents201920
DVAM 2019
DOMESTIC VIOLENCE AWARENESS MONTH

Oct. 8
Domestic Violence 101 Workshop
7:30-9 PM | Gordon Hall 205
Hosted by Lambda Theta Alpha

Oct. 15
Domestic Violence 101 Workshop
12-1:30 PM | Gordon Hall 205
*Free Lunch

Oct. 16
How to Help a Friend Workshop
12-1 PM | Gordon Hall 205
*Free Lunch

Oct. 16
R.I.S.E
Gender Inclusive Survivor Group
Wednesdays | Til Dec. 11 | 1-3 PM
Contact Campus Advocate: magdiaz@fullerton.edu

Oct. 23
Survivor Speak
6-8 PM | Housing Piazza
To share your testimony go to: tinyurl.com/survivorspeak

Oct. 24
Gender Chat
Identifying Relationships: Healthy vs. Toxic
5-6:30 PM | Gordon Hall 205
RSVP: forms.gle/LFzAfXC7ATCF4FF7
*Free Dinner

Oct. 24
Candlelight Vigil
7:30-8:30 PM | Central Quad
Hosted by Lambda Theta Alpha

Oct. 25
20th Annual
Violence Prevention Conference
(MEN)toring for Change:
Breaking Gender Stereotypes in Violence Prevention
8 AM-3:30 PM | TSU Pavilions
20TH ANNUAL VIOLENCE PREVENTION CONFERENCE

(MEN)toring for Change: Breaking gender stereotypes in violence prevention

SAVE THE DATE
FRIDAY OCTOBER 25, 2019
8 AM-3:30 PM
TITAN STUDENT UNION PAVILIONS
STUDENT ORG ADVISOR SUPPORT

Save the Date

Advisor Mid-Year Luncheon
Tuesday, January 14, 2020
12:00 PM | TSU Gabrielino
RSVP on TitanLink
WE WANT YOUR FEEDBACK
tinyurl.com/advisors092419