

## **Student Organization Representatives Structure & Expectations**

### **SOR Team:**

Mandy Womack, Director of Student Organizations & Greek Life, *Chair*  
Lauren Johnson, Graduate Assistant for Student Organizations -*Greek Life*  
Kimberley Fernandes, Assistant Director of UF Multicultural Center - *Multicultural*  
Onar Primitivo, Assistant Director of Leadership & Involvement - *Multicultural*  
Michael Lovette-Colyer, Director of University Ministry - *Religious*  
Jason Schreiber, Director of Student Activities - *Academic/Professional*  
Justin Calbreath, Assistant Director of Leadership & Involvement - *General*  
Erin Lovette-Colyer, Director of the Women's Center - *Special Interest/Political*  
Liberty Hebron, Student Leadership and Involvement Coordinator – *General*

### **SOR Structure:**

Each member of the team will advise and oversee the registered student organizations in a specific category. Categories are listed in italics below each team members name above.

Students from all groups will be able to go to any SOR for assistance with their organization. Organizations must always begin with their assigned SOR. If that person is unavailable, general advisement is available from any Representative.

The SOR Team will meet twice a month during the academic year. These meetings are designed to address the following:

- Strong communication among all SORs
- Consistency in advising and expectations for all student organizations.
- Upcoming events
- Potential issues with events/requests
- Changes in process/policy

### **SOR Expectations:**

Each SOR is to make contact with all student groups in their designated area. In addition, groups that have received Associated Students funding will prompt a meeting with student leadership (and their advisor – at the determination of the SOR). This meeting should occur in the month prior to the event that has been funded. The purpose of the meeting is to ensure that logistics have been thought through, that any changes to the program are consistent with USD mission and that the actual event being presented is the event that was proposed. These meetings are best in-person, but may be over the phone or by email to accommodate student schedules.

SOR Team members are expected to:

- Attend SOR Team meetings.

- Communicate with one another regarding issues observed/that they are made aware of on campus Communicate with the Director of Student Organizations on any issues that could bring up larger questions and/or be in conflict with the mission.
- Bring forward successes and share in celebrating with students and SOR Team members.
- Take opportunities to share with the larger USD community successes of our organizations.
- Be knowledgeable about the organizations in your area.
- Be knowledgeable about University process.
- Be present at Student Organizations Advisor Training.
- Follow-up on the Event Registration & Approval process, as needed.

The Director of Student Organizations & Greek Life, as chair, is expected to:

- Provide standardized and consistent correspondence for communication between SOR Team members and their student organizations. (ie – opening of semester, mid-semester, end of semester)
- Bring forward successes of the SOR Team and student organizations to the AVP, Student Life for discussion at SALT.
- Communicate with SOR Team individual supervisors regarding the work of the SOR Team.

Revised 8/26/08