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First Name Kayla

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**Email** gvpalumni@lks.org

**Committee** Advisor Committee

**Position** Chair

#### **Section 1: Job Description**

**Review Committee Directions:** 

- 1. Create a Fraternity Advisor and Faculty Advisor manual.
- 2. Create a communication platform for chapter advisors with quarterly updates providing information regarding current issues and upcoming events.
- 3. Assist new advisors with understanding the roles and responsibilities of advising their collegiate chapter.
- 4. Review and revise current risk management policies.
- 5. Provide interim reports to Grand Council.
- 6. Submit annual Convention reports.

### Section 2: Progress To Date Activities Specific to Job Description

- 1. Advisor Committee met in March and May to discuss finalizing the Advisor manual. Final edits are being made and then will be sent to the Editorial Committee and Grand Council for Approval.
- 2. Next meeting to be determined based on manual submission to GC and editing.
- 3. Submission of Committee report for May 2023 complete.

# Section 3: Plan and Timeline by the End of the

The advisor manual will be complete in time for the 2023-24 academic year.

## **Biennium**

Section 4: Action Items for Deliberation and Potential Vote

Sending Advisor manual to GC prior to Convention 2023

Comments/Notes

# **Entry Details**

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