

# Faculty or Staff Liaison Agreement

If you are interested in having a Faculty or Staff Liaison please present them with this agreement and allow them to review. Once they have agreed to support your club and have signed this agreement, you must sign the bottom and email the completed form to [lin.wang@norquest.ca](mailto:lin.wang@norquest.ca)

## Understanding

As a Faculty or Staff Liaison for the \_\_\_\_\_ student club, I understand that all student groups must be ratified and managed under the Students' Association of NorQuest College (SANQC) and are therefore an umbrella of student committees of the Students' Association as according to the Post-Secondary Learning Act where it is stated:

*"(3) The students association of a public post-secondary institution shall provide for the administration of student affairs at the public post-secondary institution, including the development and management of student committees, the development and enforcement of rules relating to student affairs and the promotion of the general welfare of the students consistent with the purpose of the public post-secondary institution." - Post Secondary Learning Act Section 94*

A Faculty or Staff Liaison may help with recruitment of student members, ideas for club activities, connecting with SANQC, acting as a mentor, being a resource for clubs, supporting club initiatives, attending occasional club meetings, hold knowledge of the club history for future club members or executives and help sustain the club for years to come.

SANQC will be responsible for the training of clubs on events, finances and communications. We will support club initiatives, book club space virtually or on and off campus, approve all club activities, provide startup funding to clubs, manage club scope, advise clubs of policies and procedures, oversee club bank accounts, place clubs under the SANQC liability insurance and print club promotional materials.

## Faculty or Staff Information

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Department: \_\_\_\_\_

Commitment with the club: By Term (Please check) ☐ Fall ☐ Winter ☐ Spring/Summer ☐ 1 Year

## Club Executives Agreement (2 required):

Name (print): \_\_\_\_\_

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_