

STUDENT UNION

California Institute of Integral Studies (CIIS)

New Student Group Contract

This contract is signed by the new student union leader(s) to ensure that they have read and understood the following the rules and responsibilities as new student group leaders.

Name of the new Student Group

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Purpose or mission statement

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Name of Student Group Leaders and Pronouns

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Email of student group leaders

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Student Leader Responsibilities

- Attend Student Union Meetings and/or try to ensure a student group representation.
- You will be invited to represent your group in the Integral Student Governance (ISG).
- Act as an interface between Student Union and their group by sharing news and ideas from the Student Union with their group and from their group with the Student Union.
- Stay informed about Student Union policies and funding procedures.
- Submit the dates of your group meetings and group events to the Student Union e-mail (studentunion@ciis.edu) with at least two-week anticipation.
- Recognize that the student group is an affiliate of the Student Union and that all marketing materials and events/activities are sponsored by the Student Union.
- Your group's meetings and special events must be added to the Student Events Calendar by someone from your group.
- Keep all receipts and provide them in order to receive reimbursement
- Please provide sign in attendance sheet from your group's meetings and events of students that have attended, and submit a copy of the sign in sheet to student alliance with your receipts
- Campus groups receive \$300 per group per semester by default if the group is in active status. These funds can be used to buy food for meetings and events, pay facilitators

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and guest speakers, etc. Please speak with the Student Union Fellows for more details on what can be funded. Funds CANNOT be used to purchase alcohol. Funding is retroactive. Students cannot move or transfer unused semester funds into an old or new semester. Campus Group Events must be free to students.

- Campus Group Facilitators can propose additional funds. For such a request please send an e-mail to studentunion@ciis.edu.

Additional information for your perusal

- Integral Student Governance (ISG) information and Student Union mission can be found at: https://my.ciis.edu/ICS/Student_Life/Student_Alliance.jnz
- Info about CIIS' seven ideals can be found at: <https://www.ciis.edu/about-ciis/the-seven-commitments-of-ciis>

Signature of Student Union Group Leaders

By signing below you agree to all the rules and responsibilities described above.

Name, Date and Signature of Student Union Group leaders