Richmond Campus Council Procedure 4.10

Title: Communicating with On Campus Groups
Adopted: October 8, 2004
Amended: June 3, 2005

1. To facilitate a clear line of communication between various campus specific groups, the Richmond Campus Council shall regularly communicate and liaise with various on campus groups that have a connection to Richmond students.

2. Each member of Richmond Campus Council and / or Richmond Campus volunteers with the task of liaising between the KSA and a group.

3. The groups shall include, but are not limited to:

   i. Athletics and Recreation;

   ii. Campus specific programs unique to the Richmond Campus;

   iii. On-Campus Department Meetings

   iv. Clubs / Commissions of the First Year Experience Program and the Kwantlen Student Association;

   v. Kwantlen University College's Committee for Diversity, Inclusion and Action (CDIA);

   vi. The Language Buddy Program and the International Students of Richmond Campus;

   vii. The Library, the Learning Center and Counselling & Advising; *and*

   viii. Volunteers.

4. Person(s) assigned to liaising with a specific group shall be chosen through Resolution at an official meeting of Richmond Campus Council. Where more than one party is interested in liaising with a group, a process of selection may be adopted as determined by Campus Council or the task of liaising with a group may be shared.

5. Once assigned, those person(s) liaising with a group shall strive to create and maintain positive relations with those groups, informing them of what the Student Association is doing and receiving input and feedback from them.

6. Assigned person(s) should consult with the Richmond Campus Director to see if there are any Bylaws, Regulations, Executive Procedures or other rules of the

Society in place that may further guide or direct their communication with those groups.

7. Elected officials shall report regularly to Campus Council in regards to their liaison activities and also provide information on what activities those groups are doing in Richmond along with information on how Campus Council can assist them if needed. Volunteers assigned to liaise with groups shall also submit a monthly written report outlining their activities and communication to Campus Council.