



OFFICE USE ONLY

Date Received: _____ Initials: _____

DEPARTMENT OF STUDENT AFFAIRS

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ASKSTUDENTAFFAIRS@PARKER.EDU

Faculty/Staff Student Organization Advisor Agreement

Organizations must have an advisor who is a faculty or staff member (no one may serve as an advisor for more than one student organizations/club).

Technique clubs must have an advisor who is a faculty member and a licensed DC in the State of Texas.

- **Meetings with outside speakers require the attendance of the advisor or his/her designate.**
- **The advisor or his/her designate must be present at all meetings or activities where any form of chiropractic care as defined by state statutes is practiced or demonstrated. Failure to have an advisor present will result in the organization/club being removed from active status.**
- The acceptable standard of care must be followed for any chiropractic treatment which is practiced or demonstrated.
- Meetings with Faculty/Staff as Speakers - regular full/part time faculty and staff may be invited to speak or make presentations. Faculty and staff speakers are prohibited from charging fees, accepting gifts, donations or gratuities; however, they may be reimbursed for the cost of supplies or handouts, with proper documentation. The advisor is not required to attend. In the absence of the advisor, the student organization President is responsible for the maintenance and security of the meeting room and equipment.
- Be informed of the colleges policies and procedures as outlined in the Student Handbook and Student Organization Handbook and guiding the organization to follow these.
- If it is necessary for an advisor to resign his or her position as advisor, he or she shall notify the organization and Student Engagement Coordinator.
- Sign all facilities requests, recognition forms, and speaker approval packets, fundraising requests and other official correspondence between the organization and Student Affairs Office.

I understand the purpose of the club and I am willing to make a commitment to attend meetings and events as outlined in the Student Handbook and agree to the terms outlined above.

Organization

Faculty/Staff

Date