

# **RECOGNITION OF STUDENT ORGANIZATIONS**

## **ARTICLE I**

### Definition

- Section 1. The official recognition of a student group or organization by Associated Student Government of Emporia State University grants to that group the privilege to identify itself with the university and its facilities.
- Section 2. The group must agree to accept such regulations and administrative procedures as may be necessary to protect the essential functions of the university, to allow an equitable sharing of time and space, and to assure the reasonable health and safety of the campus community.
- Section 3. As a matter of policy, the Associated Student Government of Emporia State University refrains from attempting to control or sway the personal opinions or beliefs of students.
- 3.1 Recognition of a student group does not imply endorsement of positions taken by such a group.
- 3.2 Responsibility for any actions which violates federal, state, or local laws or ordinances must be assumed by the individual groups, not by the Associated Student Government or Emporia State University.

## **ARTICLE II**

### Qualifications & Procedures

- Section 1. The prospective group must show that there exists a definite interest for the proposed club or organization in the university community.
- 1.1 This will be demonstrated by the petition of twenty (20) Emporia State University students and one (1) faculty signature requesting the formation of such club or organization.
- 1.2 Ten (10) of the above signatures (section 1.1) must be those of students enrolled in a minimum of seven (7) credit hours for the current semester.
- Section 2. If a definite interest for the new organization exists, a proposed constitution should be drafted.
- 2.1 Associated Student Government of Emporia State University does not allow university facilities or resources to be used for clandestine purposes; therefore, each organization must include information in the constitution concerning the following.
- 2.11 A clear statement of aims and functions.

- 2.12 A list of all by-laws, policies and other regulation, including membership requirements.
- 2.13 A list of officers and duties, including their methods of selection and removal.
- 2.14 Information about sources of financial support.

2.2 In order to prevent illegal discrimination, the following paragraph, or its equivalent, must be included in all constitutions.

2.21 No person shall, on the grounds of race, creed, color, national origin, religion, age, sex, sexual orientation, handicap, Vietnam Era Veteran status, or such other factors which cannot be considered lawfully, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity within this organization.

2.211 Social fraternities, including sororities, shall be exempt from the "sex" provision above (section 2.21); pursuant to Title IX recommendations.

2.3 All elected officers of each organization must be degree-seeking students of Emporia State University.

Section 3. The student organization must conform to the financial policies and responsibilities established by Associated Student Government.

Section 4. The group must have obtained one (1) faculty advisor, whom shall be present at all meetings and functions of the organization and assume partial responsibility for it.

4.1 All persons who hold the rank of Professor, Associate Professor, Instructor, Lecturer or corresponding administrative rank shall be considered eligible to serve as advisors of organizations.

Section 5. If the group has met all of the above requirements, the petition and constitution should be submitted to the Center for Student Involvement office for consideration.

Section 6. The Center for Student Involvement office staff will review the constitution with a representative of the group and will make a recommendation to the Student Senate.

Section 7. The Student Senate will make the decision whether or not to recognize the group.

7.1 A representative of the group must be present at the senate meeting when their recognition is being considered.

7.2 *The group will have a grace period of two (2) Student Senate meetings where the bill for recognition can be placed and remain on the table before sponsorship is dropped.*

- 7.3 Amendments made by the Student Senate to the constitution of a group must be approved by the group or the representative(s) present.
  - 7.31 When said group disapproves amendments recommended by Associated Student Government, the recognition bill will be referred back to committee.

Section 8. When a recognized group wishes to revise its constitution, *in respect to its name or purpose as an RSO*, it is required to submit the revision to the Center for Student Involvement office.

- 8.1 Center for Student Involvement office staff will review the constitution and submit the constitution and any recommendations to the Senate for final approval.
- 8.2 *A representative of the group must be present at the senate meeting when their revision is being considered.*
- 8.3 *The group will have a grace period of two (2) Student Senate meetings where the bill for revision can be placed and remain on the table before sponsorship is dropped.*

### ARTICLE III

#### Privileges

Section 1. Upon recognition a group acquires the following privileges.

- 1.1 To request funding from the Associated Student Government.
- 1.2 Scheduling of university buildings.
- 1.3 Use of university property and facilities.
- 1.4 Use of the university name in conjunction with the groups' name.

### ARTICLE IV

#### Disciplinary Action

Section 1. The following are grounds for disciplinary action by Associated Student Government against a recognized group.

- 1.1 Violation of rules or policies of Associated Student Government or Emporia State University.
- 1.2 Violation of conditions of recognition.

Section 2. The Senate Operations Committee shall recommend to the Student Senate what, if any, penalties shall be assessed.

- 2.1 Any penalty may be appealed to the Student Senate.

- 2.11 The appeal must be in writing, stating the grounds for the appeal, and be presented to the President of the Senate within ten (10) days of Senate Operations action described (section 2).

**ARTICLE V**  
Inactive Status

Section 1. At least once each academic year, the Center for Student Involvement office shall send a letter to each recognized organization.

1.1 This letter shall request each organization to submit to the Center for Student Involvement office the following information.

- 1.11 The names of all officers  
1.12 The number of members  
1.13 The name of the faculty advisor

Section 2. If an organization fails to provide the requested information within three (3) weeks, the Center for Student Involvement office staff shall make further inquiry as needed.

Section 3. If, at the end of two (2) additional weeks, the Center for Student Involvement office has not received any information from the organization, it shall assume that the organization has ceased functioning, and a recommendation will be forwarded to the Student Senate to rescind the recognition of the organization.

***Section 4. If an organization fails to meet the community service requirements as outlined in Article VI, section 1, the Associated Student Government shall assume that the organization has ceased functioning, and a recommendation will be forwarded to the Student Senate to rescind the recognition of the organization.***

***4.1 The deadline for all community service hours shall be the Friday before the beginning of dead week.***

***4.2 Any community service done after the deadline may be used to count towards an RSO's requirements for the next year.***

**ARTICLE VI**  
Community Service Requirement

Section 1. All student organizations shall be required to fulfill 20 (twenty) hours of community/campus service during the academic year. ~~with a minimum of 10 (ten) hours in the first semester for each of the following 2 (two) semesters in a normal academic year (fall/spring).~~

Section 2. The total community service hours designated to a recognized student organization shall equal the number of members, who participated in the event, multiplied by the number of hours which the members volunteered.

- Section 3. The Volunteer Service Program, in cooperation with the Associated Student Government Vice President, or designee, will be in charge of seeing that each organization has fulfilled said requirements.
- Section 4. Any recognized student organization that has failed to meet the requirements asked of them will have its future funding (be it fiscal year or reserve fund allocation) be withheld until volunteer service has been successfully completed.
- Section 5. The community/campus volunteer hours that a recognized student organization uses to meet the requirements of Associated Student Government shall not be used by any member of a recognized student organization to fulfill volunteer requirements for any other recognized student organization.
- Section 6. The coordinator of volunteer services and the Associated Student Government Vice President or designee, will be in charge of determining what can be claimed as legitimate community service.

**PETITION TO SEEK RECOGNITION**

We, the undersigned Emporia State University students, in order that the student organization to be known as \_\_\_\_\_ may seek recognition from the Associated Student Government do lend our names and signatures to this petition.

Printed Name	Signature
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____

As a faculty member of Emporia State University, I agree to sponsor the above named student organization.

Printed	Signature
Name. _____	_____

Div/Dept \_\_\_\_\_ Extension \_\_\_\_\_

Submitted \_\_\_\_\_ Date \_\_\_\_\_