

**The University of Oklahoma**  
**STUDENT ACTIVITIES POLICY**

Approved by the University of Oklahoma Board of Regents – September 19, 2011

1. Membership in, association with, and benefits emanating from student organizations and their related activities shall be based upon such considerations as performance, educational achievement, and other criteria related to the goals of the organization and purposes of the activities. Judgments in this regard based solely on an individual's race, color, religion, national origin, age, gender, sexual orientation, disability, veteran status, marital status, or political belief are not judgments based on such considerations. Further, the purpose of the organization must be consistent with public policy as established by prevailing University Community standards. Exceptions to this policy shall be recognized where enforcement would violate the United States Constitution or federal law. See Article I, Section 3 of the Constitution Guidelines for Student Organizations.
2. Membership lists are confidential and solely for the use of registered student organizations, except that names and addresses of current student officers, and a sponsor who is a full-time member of the faculty or staff shall be required.
3. No individual or student organization may use the name of the institution without expressed authorization of the institution. Institution approval or disapproval of any policy may not be stated or implied by any individual, or registered student organizations.
4. Student organizations may be formed for any lawful purpose in accordance with the established regulations, guidelines, and policies of the University.
  - a. All student organizations functioning on the campus are required to register with Student Life. Registration provides for use of designated University facilities and services, and the opportunity to apply for Student Activity Fee funds through UOSA. However, registration does not imply University endorsement of the purposes of the organization.
  - b. The requirements for registration are as follows:
    - .1 Student organizations must register by completing the Student Organization Registration Form.
    - .2 Three (3) copies of the current constitution including a statement of purpose must be submitted along with the signatures of ten (10) current student members and their student ID numbers.
    - .3 Members of registered student organizations must be University of Oklahoma students. Associate member status may be established by the organization to allow for participation by other members of the University community (faculty, staff, spouses).
    - .4 Each organization must have an advisor who is a full-time member of the University faculty or staff.
    - .5 A current listing of the student officers of registered student organizations must be on file with Student Life.
  - c. Student organizations are required to operate in a fiscally responsible manner.
    - .1 The account sponsor and the student officers are responsible for ensuring that the club maintains a positive cash balance.
    - .2 All student organization funds must be deposited in the appropriate account, daily upon receipt, in accordance with state laws.
    - .3 Accounting records should be kept in an organized and orderly manner, so that documents are easily accessible.

- .4 Organization accounts are subject to audit by the Internal Auditing Department of the University.
- d. Registered student organizations are subject to the provisions of this policy and related established University policies, as well as Local, State and Federal Laws.
  - .1 The student organization is responsible as a group and as individual members with officers in assuming liability if individual members are not named in cases where individual violations have occurred.
  - .2 The student organization shall be responsible for violations occurring at sponsored events, not at the exclusion of individuals also being charged as a result of violations. This shall include violations following events but which may be directly tied to activities at the event.
  - .3 The student organization shall also be responsible for violations occurring during informal activities, which are identified as being initiated by members of the organization.
  - .4 Members of student organization shall be in violation of the Student Rights and Responsibilities Code if,
    - (1) They fail to attempt to stop or prevent a violation of the code, and/or
    - (2) Members fail to properly supervise organizational events and activities.
  - .5 Student organizations may be suspended or expelled from University registration as an organization and/or from University sponsored or sanctioned activities as a result of violations of the Student Rights and Responsibilities Code by the organization as a whole or by its individual members at organization-related formal or informal activities.
- e. All organizations registered with Student Life for the preceding academic year must renew their registration within the first four weeks of each fall semester, but no later the 4:00 p.m. Friday of the fourth week of classes.

**STUDENT ACTIVITY FEE FUNDS:**

The Student Activity Fee is that portion of the University's budget which is set aside to be utilized for nonacademic programs and services for students. The President of the University, as its chief executive officer, presents recommendations to the Regents on the distribution of all University funds, including the Student Activity Fee, according to policies established by Regents. The Regents of the University have delegated to the Student Association the authority to recommend appropriation of a portion of the Student Activity Fee, subject to the following conditions:

- 1. Funds may be appropriated to the established executive, legislative, and judicial branches of the UOSA.
- 2. Funds may be appropriated to registered student organizations which have complied with the registration requirements and funding criteria established by this policy.
  - a. Registered student organizations are eligible to apply for Student Activity Fee funds for projects or programs which have substantial campus-wide interest.
- 3. The University of Oklahoma Student Association has adopted the following additional policies regarding registered student organizations which may receive appropriations from the Student Activity Fee.
  - a. A written constitution consistent with the provisions of 10SC, a copy to be filed for record with the UOSA General Counsel.
  - b. At least a membership of ten Student Association members, verified to be bona fide students by the UOSA General Counsel. Upon such verification the UOSA General Counsel shall substitute the membership list with his or her subscribed statement that this requirement has been fulfilled.
  - c. The University of Oklahoma Student Association shall not be held responsible for any

- debt incurred by a registered student organization without the proper written permission of the University of Oklahoma Student Association and will not be obligated to pay such debts.
- d. Each registered student organization which receives funds from the Legislative Branch shall submit its account, listing all income and expenditures from and to all agencies, business, or individuals to the University Internal Auditing Office for an annual audit.
  - e. The registered student organization's chairperson must sign a statement of financial responsibility before any appropriation is transferred to that organization's account. Officers financially responsible for registered student organizations must be currently enrolled students attending regular classes on the Norman Campus.
  - f. Any other requirements duly enacted by the University of Oklahoma Student Association which are not inconsistent with the provisions of the Student Rights and Responsibilities Code.
4. Student organizations no longer have to register outside bank accounts. Funds generated by student groups from dues, assessments, fund-raising events, or any other revenue-generating activity could be handled through outside bank accounts or through a University account at the option of the sponsor of the student group; and the student groups holding fund-raising events in University facilities will be required to pay a facility fee. Student activity fee funds must be handled through University accounts.
  5. At the discretion of UOSA, appropriated monies may be denied or withdrawn from any registered student organization that has an overdrawn University account.

#### **REGISTERED STUDENT ORGANIZATION RESPONSIBILITIES**

The organization of and membership in registered student organizations (RSOs) at the University of Oklahoma create special obligations beyond those attendant upon membership in the general society. In addition to the requirement of compliance with all applicable laws, officers and members of registered student organizations assume the obligation to comply with all applicable University regulations.

Individual officers or members of a registered student organization engaged in prohibited conduct (as defined in section VI of the Student Rights and Responsibilities Code) may face individual charges and sanctions. However, should the prohibited conduct be widespread within an organization; be encouraged or sanctioned by the organization; or the organizations officers should have reasonable known of the prohibited conduct and made no effort to stop or report that behavior, the organization may face organizational sanctions as well.

#### **Prohibited Conduct**

Prohibited conduct by RSOs includes, but is not limited to the following:

1. Abusive conduct: Unwelcome conduct that is sufficiently severe and pervasive that it alters the conditions of education or employment and creates an environment that a reasonable person would find intimidating, harassing or humiliating. These circumstances could include the frequency of the conduct, its severity, and whether it is threatening or humiliating. This includes physically abusing a person or holding a person against her or her will. Simple teasing, offhanded comments and isolated incidents (unless extremely serious) will not amount to abusive conduct.
2. Alcohol violations: Violation of the University of Oklahoma's Student Alcohol Policy.
3. Disruption or obstruction of a University activity: Interference with, obstruction or disruption of University activities such as teaching, research, recreation, meetings, public events and disciplinary proceedings.
4. Failing to abide by or complete a University sanction in a satisfactory manner: Failure to adhere to sanctions or engaging in other prohibited conduct while on disciplinary probation or suspension.

5. Failure to comply with the direction of a University official who is performing his or her duties.
6. Hazing: Any action or situation that recklessly or intentionally endangers the mental health or physical health, safety, or welfare of an individual for the purpose of initiation, participation, admission into or affiliation with any organization at the University as defined by Oklahoma or federal law.
7. Interfering with, obstructing or disrupting police or fire responses: Tampering with, impairing, disabling, or misusing fire protection systems such as smoke detectors, fire extinguishers, sprinklers, or alarms; failing to evacuate during a fire alarm; resisting arrest; failing to abide by the directions of police or fire personnel.
8. Retaliation: Taking any adverse action against a person because of or in relation to the person's reporting of a crime or violation of University policy.
9. Violation of local, state, federal law or University regulation or policy.

### **Investigations**

Any report of a violation of this policy shall be investigated by Student Conduct. The president of a registered student organization found to be in violation of the policy will receive a written Statement of Findings and be provided with the opportunity to present a written response to the findings as well as a meeting with the Director of Student Conduct or his or her designee to discuss the violation and findings.

### **Sanctions**

Sanctions that may be issued by the Director of Student Conduct, or his or her designee, include, but are not limited to, the following:

1. Verbal Warning: A verbal notice that the behavior was inappropriate.
2. Written Warning: A written statement that the behavior was inappropriate, which will remain in the organization's disciplinary file for a specified period of time or until the organization meets certain conditions.
3. Disciplinary Probation: A written statement that the behavior was inappropriate and should subsequent violations occur, more serious conduct action will be taken including suspension or removal of the organization from the University. This may include exclusion from specific activities for a period of time or until the organization meets certain conditions.
4. Educational Sanctions: A specific number of hours of community service, completion of a reflection or research papers by some or all members of the organization, attending a class, program or lecture by some or all members of the organization, or other actions the Director of Student Conduct deems appropriate.
5. Restitution: Repayment for damages or misappropriation of property. This may include monetary compensation or other related service(s), such as cleaning or restoration services.
6. Administrative Fee: Administrative fees for educational programs and presentations as well as policy related administrative costs, which are assessed to the registered student organization.
7. Suspension: Exclusion of the RSO from the University and all campuses governed by the Board of Regents of the University of Oklahoma for a specific period of time or until the organization meets certain conditions, following which the organization may be permitted to register with the University.
8. Restriction or Denial of University Services. Restricted from use or denial of specified University services, including participation in University activities.
9. Strike: The University's official recognition of an organization's violation of the University of Oklahoma Norman Campus Alcohol Policy.