

IV. Student Organizations

A. Eligibility

In order to be Senate-recognized, an organization must meet the following characteristics, to be outlined in the constitution and evaluated by a majority vote by the Student Senate:

- a. Demonstration of a goal or activity that directly interests and/or benefits the student body and is distinct from that shown by other organizations
- b. Be related to two or more points on the FSM Competency Compass
- c. Participation in the organization's activities is open to any member of the student body
- d. The group must not condone segregation based on race, class, color, age, background, sexual orientation and identity, religion, or level of education; must not promote violence; and through its activities cannot directly cause any physical or emotional pain.

B. Privileges of a Senate-recognized Organization

- a. The ability to reserve rooms on campus
- b. Listing in the student organization directory online
- c. Automatic participation in the activities fair
- d. The ability to request tax exempt forms for events
- e. The ability to request special parking passes and mugs for speakers

C. Privileges of a Senate-funded Organization

- a. All privileges as listed in Part B for a Senate-recognized Organization
- b. Funding from the Student Senate

D. Guidelines for Senate-recognized Organizations

Recognition by the Senate

In order to gain recognition from the Student Senate, an organization must meet the following procedure:

- a. Attend at least two Senate meetings within a one-year time frame to introduce and defend your student group
- b. At the first meeting, the proposed student group leaders must have:
 - a. The mission of the group, which fulfills the eligibility requirements detailed in Part A.
 - b. At least 10 member signatures demonstrating sufficient interest
 - c. A constitution, which fulfills the following requirements:
 - i. Follows the established template provided by the Student Senate
 - ii. Includes a provision to ensure the longevity of the group
 - iii. Ties the mission of the group to two or more points on the FSM Competency Compass
 - d. A designated faculty advisor with contact informationAfter presenting the group to the Student Senate, the student group leaders must leave the meeting so that it can be discussed among the Senate members.
- c. At the second meeting, the proposed student group leaders must be prepared to present the mission of the group again and answer any questions posed by Senate members. If there are unresolved issues, the leaders must attend a third Senate meeting to demonstrate that the issues have been addressed. If no additional issues remain, the leaders must leave the meeting.
- d. Student Senate will then vote immediately on whether that group should be recognized. A simple majority vote is required. The Student Organizations Committee will inform the proposed student group leaders of the decision within 48 hours.

- e. If the student group leaders would like to appeal the decision, they must attend an additional Senate meeting and be ready to defend the student group and answer questions. They must then leave, upon which the Senate will vote again. There can be no further appeals.

Funding by the Senate

In order to gain funding from the Student Senate, an organization must gain recognition through the procedure outlined above, with the following additions:

- a. The group must demonstrate that its goals are closely related to one of the following: professional development, community involvement, or cultural diversity
- b. The Student Senate will vote on both recognition and funding during the same meeting, but these shall be two separate votes.

Renewal of An Inactive Student Group

To renew a group that has been inactive, an organization must meet the following procedure:

- a. Attend two Senate meetings to re-introduce your group and specify how longevity will be ensured
- b. At the first meeting, the proposed student group leaders must have:
 - 1) The mission of the group, which fulfills the eligibility requirements detailed in Part D.
 - 2) 10 member signatures demonstrating sufficient interest
 - 3) A constitution, which fulfills the following requirements:
 - 1. Follows the established template provided by the Student Senate
 - 2. Includes a provision to ensure the longevity of the group
 - 3. Ties the mission of the group to one point on the FSM Competency Compass
 - 4) A designated faculty advisor with contact informationAfter presenting the group to the Student Senate, the student group leaders must leave the meeting so that it can be discussed among the Senate members.
- c. At the second meeting, the proposed student group leaders must be prepared to present the mission of the group again and answer any questions posed by Senate members. If there are unresolved issues, the leaders must attend a third Senate meeting to demonstrate that the issues have been addressed. If no additional issues remain, the leaders must leave the meeting.
- d. Student Senate will then vote immediately on whether that group should be recognized. A simple majority vote is required. The Student Organizations Committee will inform the proposed student group leaders of the decision within 48 hours.
- e. If the student group leaders would like to appeal the decision, they must attend an additional Senate meeting and be ready to defend the student group and answer questions. They must then leave, upon which the Senate will vote again. There can be no further appeals.
- f. If the group renewal is accepted, the student group leaders must get COFO trained with the procedure detailed below.
- g. Budget requests can only be accepted during the established times for Fall and Spring disbursement.

E. Responsibilities to the Senate

To retain its Senate recognition, an organization must continue to meet criteria (1-7) outlined in below. To retain its Senate funding an organization must continue to meet criteria (1-10) outlined below.

- 1. Mandatory attendance at January Orientation/Finance Meeting
- 2. Officers transitioned and reported by the deadline set by the Student Organizations

committee

3. Participation in the Orientation Activities Fair
4. 2 events publicized and organized during both fall and spring terms, with post-event forms submitted
5. In addition to the 2 required events per semester, any events that use Senate funds must have post-event forms submitted.
6. Maintenance of the organization's online calendar by submitting a calendar entry before every event.
 - a. If the student group announces the event on med-all without putting it on the calendar, the student group leaders will receive a warning email.
 - b. After the warning, if the event is not up within 24 hours, the group will be in violation of this criterion.
 - c. A group can accrue a maximum of 3 warnings, after which it may be subject to loss of recognition.
7. Completes misc. requests from the Student Organizations Chair and Treasurer
8. COFO completed and/or updated
9. Annual budget submitted on time at the end of the spring term
10. There shall be no misuse of funds as determined by the Student Senate

F. Loss of Senate funding

1. Failure to attend the annual Orientation/Finance Meeting will result in the freezing of that organization's Chicago Organization Finance Office (COFO) account until the organization appears at a Senate meeting. At that time, the organization's account shall be unfrozen.
2. Failure to meet all 10 of the responsibilities for a funded organization will result in freezing of that organization's COFO account until the organization appears at a Senate meeting and accounts for the missing requirements.

G. Loss of Senate Recognition

1. Failure to meet eligibility requirements as outlined in Section A at any time will result in a vote to remove the student organization's recognition.
2. Failure to meet all 10 of the responsibilities for a funded organization as outlined in Section E for two or more consecutive years will result in a vote to remove the student organization's funding and recognition.
3. Failure to meet all 7 of the responsibilities for a non-funded organization as outlined in Section E for two or more consecutive years will result in a vote to remove the student organization's funding and recognition.

Ratified by the Feinberg Student Senate on 2/3/2010