

Policies of the University of North Texas	Chapter 07
07.019 Student Organizations	Student Affairs

Policy Statement. The University of North Texas (UNT) recognizes that learning takes place in a wide variety of settings and under a wide variety of circumstances. Involvement and participation in a student group or organization provides opportunities for developing leadership skills and enhances campus life at UNT. In recognition of the important role of student organizations in student development and the significant contribution they can provide to the mission of UNT, the university supports the growth and management of student organizations in accordance with these policies.

Application of Policy. Students.

Definitions.

1. **Constitution.** “Constitution” means the document approved by a student organization and the Student Activities Center that governs the operations of the student organization.
2. **Organization Advisor.** “Organization advisor” means a full-time faculty or staff member who serves as a UNT resource in an advisory capacity to a student organization to provide guidance to the organization and its members, is older than 21 years of age, and is not a student at UNT.
3. **Registered Student Organization.** “Registered student organization” means a student organization that has completed the requirements of registration with the Student Activities Center.
4. **Risk Management Program.** “Risk management program” means a program offered through the Student Activities Center to assist student organizations with the identification of potential and perceived risks that might be involved in their activities and to identify steps to minimize or avoid risks where practical.
5. **Student organization.** “Student organization” means a group composed of students currently enrolled at UNT who come together in the pursuit of a common purpose.

Procedures and Responsibilities.

- I. **Registration with the Student Activities Center.**
 - A. Any student organization seeking the privileges of a "Registered Student Organization" must:

1. register at the beginning of each long (i.e., Fall and Spring) semester with the Student Activities Center,
2. have the agreement of a full-time UNT faculty or staff member to serve as an organization advisor,
3. provide the following to the Student Activities Center
 - a. The names and contact information for all students holding officer positions in the student organization. A registered student organization must have at least two officers, including a president or chief officer;
 - b. Confirmation of the existence of at least eight (8) UNT student members.
 - i. If a student organization advised by the Office of Greek Life falls below eight (8) but has at least two (2) UNT student members, the Office of Greek Life will review the organization's status and recommend to the Student Activities Center whether it should be registered for the current semester.
 - ii. Otherwise, for one long semester per school year, a student organization that is affiliated with a national governing body may, on a case-by-case basis as approved by the Director of Student Activities or designee, be allowed to register with a minimum of four (4) UNT student members.
 - iii. When a registered student organization has fewer than eight (8) members, certain restrictions may be placed on the activities of the organization, as determined by the Director of Student Activities or designee
 - iv. See Section 4 for additional criteria regarding membership.
 - c. A current constitution; and
 - d. The organization advisor's name and contact information.
- B. After initial registration each long semester, any change in the organization's information must be reported to the Student Activities Center.
- C. The registration process is not complete until an officer of the organization, listed in its organizational profile, has participated in the required annual orientation session and, if applicable, risk management program.
- D. Student organizations that fail to complete all requirements for registration will be considered inactive until all registration requirements are met. Should an inactive

student organization fail to register for two consecutive long semesters, that student organization shall be considered dissolved.

- E. Complete membership lists and financial statements, when applicable, must be made available to the Student Activities Center upon request.
- F. Student organizations wishing to use Greek letters in their name must be affiliated with a nationally or internationally recognized organization that has a national office supported by full-time staff members or a national board.
- G. Registration does not imply endorsement by UNT of the viewpoints, objectives or purposes of the student organization, and UNT assumes no responsibility for the content of programs or activities sponsored by a student organization.
- H. Registration does not extend the right to a student organization to use the UNT name, trademarks, logos or any other protected UNT works without express permission as provided for in UNT Policy

Responsible Party: Director of Student Activities or designee

II. Denial of Request for Registration and Appeals.

- A. The Student Activities Center may deny a request to register as a student organization:
 - 1. if the student organization fails to comply with UNT Policy 07.012, Code of Student Conduct, and other applicable UNT policies;
 - 2. if the student organization creates a substantial disruption on campus;
 - 3. to prevent organizational activity that is itself illegal under state or federal law;
 - 4. if the student organization is a duplicate of the mission or purpose of an existing registered student organization; or
 - 5. if the student organization is set up such that any individual benefits monetarily from its existence.
- B. A group whose request to register as a student organization is denied may appeal the decision.
 - 1. The appeal must be submitted to the Vice President of Student Affairs or designee.
 - 2. The appeal must be submitted in writing, explaining why the organization believes the decision was made in error and why it should be registered.
 - 3. The appeal must be submitted within 20 business days of notice of the decision to deny the request to register as a student organization.
 - 4. The decision of the Vice President of Student Affairs or designee is final.

Responsible Party: Director of Student Activities or designee

III. Privileges of Registered Student Organizations.

- A. Registered student organizations are entitled to the following privileges:

1. Opportunity to hold organizational meetings and other organizational activities in university facilities at no cost or at a reduced rate established by the facility. An organization may not utilize this privilege to reserve meeting or activity space for another entity (e.g., campus department, off-campus group).
2. Eligibility to apply for funding from the Student Government Association for qualifying uses and to receive funds and access to resources provided by University departments.
3. Opportunity to apply for storage space in the University Union.
4. Opportunity to participate, as a student organization, in University-sponsored events (e.g., Homecoming, Mean Green Fling, Orientation, etc.).
5. Opportunity to use the name of the University as part of its student organization name and use the University trademarks, logos, and other UNT works in conjunction with projects benefiting the university, with express permission and approval as provided for in UNT policy.
6. Recognition in the online student organization database.
7. Opportunity to program with University departments.
8. Limited quantity of free copies from the Student Activities Center.
9. Opportunity to use campus advertising mediums on a space-available basis to advertise organizational activities and membership, subject to University policy.
10. Opportunity to set up free or low-cost banking on-campus.
11. Opportunity to establish dues and sponsor fundraising projects.
12. Ability to invite guest speakers to campus.
13. Opportunity to grant awards and honors to members.
14. Student organizations are subject to the requirements of the Code of Student Conduct. Violations of the Code of Student Conduct may result in the withdrawal of privileges and/or registration in accordance with the procedures established in the Code of Student Conduct.

Responsible Party: Director of Student Activities or designee

IV. Members.

Unless otherwise stated in this policy, membership in any registered student organization is limited to any student who pays student service fees and who is currently enrolled at UNT. Student organizations may establish additional organizational membership requirements. These requirements must comply with all applicable UNT policies and must be approved by the Student Activities Center.

In accordance with UNT Policy 04.018, University Policy Statement on Diversity, registered student organizations must be open to all students without regard to race, color, national origin, religion, sex (except as allowed by law), sexual orientation, gender identity, gender expression, age, disability, genetic information, or veteran status.

For a registered student organization with a national affiliate, UNT employees may be non-voting members if allowed by the national affiliate's constitution/ by-laws.

V. Officers.

- A. To be eligible to serve as an officer of a registered student organization, a student must:
 - 1. During Fall and Spring semesters, be currently enrolled at the University of North Texas and pay student service fees for a minimum of: (a) six semester credit hours as an undergraduate or post-baccalaureate student, (b) five semester credit hours as a graduate student, or (c) three semester credit hours as a graduate student registered for dissertation or thesis hours;
 - 2. Maintain a minimum UNT cumulative grade point average (GPA) of 2.4 during the student's term of office. The GPA from a previous educational institution is acceptable if the student is an officer during the first semester of enrollment at UNT; and
 - 3. Be in good conduct standing, as defined by the Code of Student Conduct.
- B. A person who fails to meet any one of the eligibility criteria is automatically ineligible to serve as an officer until all criteria are met or an appeal is granted, as set out in Section 6. of this policy.
- C. A registered student organization created primarily for religious purposes may restrict officer positions to those members who subscribe to the registered student organization's statement of faith.
- D. A registered student organization created primarily for political purposes may restrict officer positions to those members who subscribe to the registered student organization's political beliefs.

VI. Officer Eligibility Appeals.

- A. The Eligibility Appeals Committee (EAC) is comprised of two students, one faculty member, and two staff members appointed annually by the Director of Student Activities.
- B. Within seven business days of being notified of his/her ineligibility, a student may submit a written appeal for consideration by the appropriate entity (either EAC or Dean of Students, as described in this Section).
- C. An appeal may only be granted for the current semester, and a student may only be granted one appeal per eligibility criterion (as set out in Section 5. A. of this policy) within two consecutive long semesters.
- D. Appeals shall be processed within 14 business days of receipt, and the decision is final.
- E. A student not eligible to serve as an officer due to GPA and/or enrollment hours may submit an appeal and supporting documentation, addressing the mitigating circumstances behind his/her ineligibility and reasons for believing that the problem has been resolved, to the EAC.
- F. A student not eligible to serve as an officer due to not being in good conduct standing may be able to request reconsideration or review using the procedures outlined in the Code of Student Conduct. Reconsideration and review are procedures that allow a student to ask that sanctions assigned under the Code of Student Conduct

be re-evaluated. Students should contact the Dean of Students office for more information.

VII. Organization Advisors.

- A. A registered student organization's advisor must:
 - 1. represent the interests of UNT at meetings and activities of the registered student organization with regard to compliance with policies and internal guidelines;
 - 2. provide guidance regarding the operation of the registered student organization and its activities;
 - 3. participate in the risk management program in the first year of advising the organization, if required by this policy. An organization advisor is only required to attend the program one time, but organization advisors are encouraged to attend annually with the required representatives of their student organization; and
 - 4. participate in Clery training provided by UNT annually and understand the obligation to report crimes as outlined by the Clery Act (see UNT Policy 12.006, Disclosure of Campus Security Policy and Crime Statistics and Fire Safety).

- B. In the event an organization advisor is removed or resigns, a new advisor shall be selected within 15 days and reported to the Student Activities Center.

Responsible Party: Registered Student Organization Advisor

VIII. Risk Management Program.

- A. At least once during an academic year, the Student Activities Center will sponsor a Risk Management Program as required by section 51.9361 of the Texas Education Code.

- B. All student organizations are strongly encouraged to attend the risk management program. The president (or equivalent leader) or the risk manager (or equivalent leader) of student organizations advised by the Office of Greek Life and Recreational Sports (Sport Club Committee) are required to participate in risk management program training. Any other member of a student organization who is not otherwise required to attend may also attend. If the position of president or risk manager is vacant at the time the risk management program is offered, the student organization must designate another student in a leadership position and must contact the Student Activities Center to identify the role of the student leader in the student organization. On a case-by-case basis, the Student Activities Center may require other student organizations, based on the level of the inherent or perceived risk of their activities or purpose, to attend the risk management program.

- C. The Risk Management Program, at a minimum, will address the following topics:

1. possession and use of alcoholic beverages and illegal drugs including penalties for possession or use;
 2. hazing;
 3. sexual assault and other forms of sexual misconduct and harassment;
 4. fire and other safety issues, including the possession and use of firearms or other weapons or explosive devices;
 5. student travel;
 6. application of the Code of Student Conduct to student organizations and obligations for behavior at parties and other events held by a student organization;
 7. adoption of a student organization risk management policy; and
 8. issues regarding persons with disabilities, including a review of applicable requirements of federal and state law, and any related policies of the institution, for providing reasonable accommodations and modifications to address the needs of students with disabilities, including access to the activities of the student organization.
- D. A student organization leader or advisor who attends the Risk Management Program must report the contents of the program at the next full meeting of the student organization membership.
- E. Failure of a student representative to attend this program by the deadline set by the Student Activities Center may result in a violation of the Code of Student Conduct.
- F. The Student Activities Center will retain all records of attendance and the notice of the program sent to student organizations for three years from the date of the program or as set out in the University record retention schedule, whichever is longer.

Responsible Party: Director of Student Activities or designee

References and Cross-references.

Texas Educational Code 51.9361

UNT Policy 04.018, University Policy Statement on Diversity

UNT Policy 07.012, Code of Student Conduct

UNT Policy 12.006, Disclosure of Campus Security Policy and Crime Statistics and Fire Safety and Fire Statistics

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