



RECOGNITION
Office of Student Activities
Salve Regina University

Student organizations at Salve Regina University provide the campus community with activities, programs and resources that enhance the quality of student life. Salve Regina encourages and promotes participation in these organizations as a way for students to develop life skills for achieving goals.

The process of student organization recognition is vital to provide continued service by monitoring and accurately assessing the status of all student groups. The recognition of student organizations is intended to clarify the rights, privileges and responsibilities of student organizations. All student organizations wishing to operate on campus are required to complete this recognition process.

RECOGNITION CRITERIA

All student groups' requesting official recognition from Salve Regina University must:

- Abide by the University's affirmative action policy. This means that the organization will not discriminate on the basis of race, creed, color, national origin, sex, marital or veteran status or sexual orientation except where applicable by law. Title IX of the Education Amendments of 1972 forbids discrimination on the basis of sex in educational programs or activities which receive federal funds. However, it exempts the membership process of social fraternities and sororities from this statute.
- Disclose if they are known by any other name or affiliated with other groups, such as professional organizations. In addition, organizations must disclose expected dues or cost associated with membership. This information will assist the university in determining if the group is affiliated with other groups, such as professional organizations, or if membership required unreasonable dues or other fees.
- Student organization may not operate as for-profit entities or businesses. They may not be affiliated with organizations seeking to make a profit from Salve Regina students.
- Permit members to disassociate at any time, provided that any financial obligations to the organization have been met.
- Abide by all federal, state and local laws and university policies. Organizations must include a statement in their constitution ensuring they will not practice any physically or psychologically abusive hazing behaviors either intentionally or unintentionally.
- Have the support of other students through a signed petition containing the names and school addresses of at least 15 full-time Salve Regina University students.
- Have an advisor who is a member of the Salve Regina University faculty, staff or administration.
- Outline a purpose that is consistent with the mission of the University.

- Not a present undue risk to participate or to the university.
- Agree to participate in periodic assessment.
- Must have a minimum of two designated officers: a President and a Treasurer.

If the group is affiliated with any other regional or national organizations, it must also meet the following criteria:

- Provide a copy of the constitution or other governing document for the regional or national organizations.
- Indicate any and all dues required by the national and any financial support the local chapter receives from the regional or national organizations.

POLICY FOR RELIGIOUSLY AFFILIATED ORGANIZATIONS

Salve Regina University is a Roman Catholic Institution funded by the Religious Sisters of Mercy. In a spirit of hospitality and as part of its mission, Salve Regina University welcomes people of all beliefs.

The Mercy Center for Spiritual Life ministers to the spiritual and religious needs of the students of Salve Regina in concert with the Catholic identity and mission of Salve Regina. Students, regardless of faith tradition, are welcome to participate in the social activities, community service events, mission trips, retreats and prayer services prepared by the Mercy Center for Spiritual Life. Assuming respect for the Eucharistic traditions and regulations of the Catholic Church, students of all faith traditions are also welcome to worship with the Catholic community at Sunday and weekday Masses. The staff at the Mercy Center assists students who are not Catholic in finding local faith communities if requested and offers support for their spiritual growth in as much we are able and qualified.

As a private educational institution, Salve Regina University hires qualified people to carry out its mission. Because the staff of the Mercy Center for Spiritual Life is charged with the preparation and content of spiritual and religious life on campus, outside religious groups or persons are not permitted to be active on the Salve Regina campus without explicit invitation and approval of the director of the Mercy Center for Spiritual Life and the Vice President for Mission Integrations. Clubs of a religious nature or associated with religious organizations wishing to form on campus need the approval of the director of the Mercy Center for Student life and the Vice President for Mission Integration as well as the approval of the director of Student Activities. These clubs will follow all the guidelines of student clubs on campus. Any religious organization, club or person seeking recognition on campus agrees to work in harmony with the guidelines and strategic plan of the Mercy Center for Spiritual Life and be respectful of the Catholicity and mission of Salve Regina University. Proselytizing does not conform to the hospitality values of Salve Regina University and is, therefore, not permitted.

POLICY FOR CLUB SPORTS

At Salve Regina University a club sport is defined as an athletically oriented, non-varsity organization that competes with other universities' athletic organizations. To maintain the support of both the Office of Student Activities and the Athletics Department, club sports must complete both the application for recognition as student organization and the club sport participant packet.

ANNUAL RENEWAL OF RECOGNITION

All recognized student organizations must, at the start of the academic year, complete the following requirements in order to remain recognized for the following year:

- Submit an updated list of club officers and the name and signature of the advisor.
 - Submit an updated roster by the designated deadline.
 - Submit an updated description of the organization for the university publications.
 - Have on file a brief written review of the organization's activities over the previous year.
- If no report is on file, a new report must be submitted.

Forms can be obtained at the Office of Student Activities. These materials are available by September 1st, and are due September 17th, to Student Activities.

MAINTAINING CLUB RECOGNITION

- Complete the Annual Renewal of Recognition process.
- Attend all Club President's Meetings. President's Meetings are mandatory. The club is only allowed ONE excused absence.
- Submit a year-end report that includes: How many meetings have been held, and what events and activities the club has participated in.
 - o Report writing will take place at the end of the school year, at the last Club President's Meeting.

LOSS OF RECOGNITION

If a club is absent from more than ONE President's Meeting they will be demoted to probationary stage.

- During the probationary period, the club will be under the review of the SORC, if their activity is not viewed as being up to the standards of the Office of Student Activities, the club will be deemed inactive.

CLUB REACTIVATION

In order to reactivate a club, a new club application must be submitted to the Student Organization Recognition Committee.

Any club name changes, revisions or amendments made to the constitution of a recognized student organization must also be submitted to the committee.

REVISIONS OR AMENDMENTS TO A CONSTITUTION OF A RECOGNIZED STUDENT ORGANIZATION

Any revisions or amendments to a constitution of a recognized student organization must be approved by the Student Organization Recognition Committee prior to implementation. Organizations must submit any revisions or amendments, with the rationale for making the changes, to the committee. Organizations will be asked to submit updated constitutions each spring semester.

FUNDING OF RECOGNIZED STUDENT ORGANIZATIONS

All recognized student organizations are eligible to receive funding from the Activities Funding Board. Organizations must operate for three academic months before they are eligible for funding. Organizations may fundraise during the three month probationary period. All funding policies and procedures can be found in the Activities Funding Board Treasurer's Manual.