

**AUBURN UNIVERSITY  
STUDENT ORGANIZATION POLICY**

**Responsible Office: SENIOR VICE PRESIDENT FOR STUDENT AFFAIRS**

**I. POLICY STATEMENT**

The purpose of student organizations at Auburn University is to provide opportunities for students to engage, learn, and lead, by allowing students to pursue their passions and interests with other students while developing leadership and organizational skills.

This policy identifies the five categories of student organizations recognized by Auburn University, describes the responsibilities and standards that student organizations must meet, and outlines the University benefits that may be available to them. Other University policies and requirements also apply to student organizations, including the Code of Student Conduct.

**II. POLICY PRINCIPLES:**

Student organizations are an essential part of student life at Auburn University and add significant value to the overall student experience. Through their participation in student organizations, students gain invaluable learning experiences in organization, administration, scheduling, public relations, and development of skills directly pertaining to the organization's focus.

The University may recognize and offer unique benefits to eligible student organizations. Specifically, the University recognizes five categories of student organizations, which are described more fully below:

- Registered Student Organizations;
- Sponsored Student Organizations;
- Competitive Clubs;
- Club Sports; and
- Fraternities and Sororities.

Although the University offers benefits, guidance, and support to eligible student organizations, such organizations are treated as independent associations of University students that are separately governed and managed by students. The leaders and members of student organizations are responsible for the organization's conduct and activities. Students typically do not receive academic credit in connection with membership in a student organization.

## **A. General Requirements Applicable To All Student Organizations**

All student organizations and their members must meet the requirements described in this section in order to remain in active status. Additional requirements may apply to specific categories of student organizations, as described in section II.C.

### ***1. Establishing a Student Organization; Membership***

Any group of students that associates together and engages in organized activities for educational, charitable, cultural, social, or recreational objectives may seek University recognition and benefits by following an initial registration process established by the Division of Student Affairs.

To remain in active status, a student organization must maintain an accurate membership roster that includes at least ten currently-enrolled Auburn University students and identifies current officers. Only currently-enrolled Auburn University students may be members of a student organization.

Fraternities and sororities registered within Greek Life must comply with their [Chapter Standards](#), which may include requirements that differ from those applicable to other student organizations.

### ***2. Annual Registration and Trainings***

Student organization leaders also must participate in all training and orientation sessions required by Student Affairs.

Student organizations (excluding Fraternities & Sororities) must complete an annual registration process to remain in active status. Registration includes filing on AUinvolve a current constitution and bylaws that comply with Division of Student Affairs requirements, including information on membership selection.

Fraternities and sororities must be recognized by one of the four Auburn Greek governing councils (Panhellenic Council, Interfraternity Council, National Pan-Hellenic Council, and Multicultural Greek Council).

### ***3. Financial Responsibilities***

Student organizations are expected to manage their finances responsibly and in accordance with relevant legal authorities and University requirements. Student organizations, their leaders, and advisors should be aware of federal tax requirements for organizations that collect outside revenue and dues. Advisors and student leaders should exercise care in establishing and managing outside bank accounts.

The Division of Student Affairs provides training and general guidance to student organizations regarding fundraising and other financial matters. However, student organization leaders are responsible for the management of organization finances and related compliance requirements. Student Affairs may audit a student organization's financial records to ensure compliance with University policy, and student organizations must comply with such requests.

#### **4. Advisors**

Advisors serve an important role in University student organizations, by providing guidance to student leaders and by enhancing the educational experience of members. The advisor provides direction for the student organization and promotes student and faculty/staff interaction in and out of the classroom. The advisor also provides the support necessary for student leaders to build and maintain a successful organization.

All student organizations must have at least one advisor, who must be identified in the organization's annual registration filing. All advisors must be full-time University employees (faculty or staff), except that fraternities, sororities, and other appropriate student organizations may consult with responsible individuals who are not University employees, with the approval of Student Affairs. Organizations should promptly report to Student Affairs any change in the identity of their advisors.

Advisors are expected to perform the following functions:

- Maintain regular contact and involvement with the officers of the organization.
- Provide knowledge about the missions, goals, and purpose of the student organization.
- Be knowledgeable about and assist the organization in upholding university policies and procedures.
- Provide regular and consistent support and involvement with activities and events of the organization.
- Assist with the administration of the financial affairs of the organization.

Advisors must understand their obligation to actively provide responsible advice to the organization. Advisors who are University employees and who act within the scope of their official duties likely will be covered under the University's liability insurance programs. Advisors may consult the Division of Student Affairs and Risk Management & Safety regarding insurance and related matters. Individuals who are not employed by the University are not covered by its liability insurance programs.

Under the federal Clery Act, the University must annually disclose statistics concerning the occurrence of certain crimes that are reported to the local police agency or any official of the institution who has "significant responsibility for student and campus activities" (also known as "Campus Security Authorities"). Advisors are designated as "Campus Security Authorities" under the Clery Act for purposes of their student organizations. Advisors will receive annual

training and further guidance from the University's Department of Campus Safety and Security regarding their reporting obligations.

### ***5. Use of University Trademarks***

Student organizations must comply with the Policy on Student Organization Use of Auburn University Trademarks, which governs use of Auburn University names, images, and graphics by student organizations. As described in that policy, a student organization generally must obtain prior approval before using Auburn University names or graphic elements in the organization's own name, logos, events, product designs (e.g., tee-shirts).

### ***6. Meetings, Events and Travel***

Student organizations must follow relevant University policies in planning and holding meetings, events, travel and other activities, including the Student Organization Social Event Policy and the Campus Events Policy.

The Student Organization Social Event Policy and the Campus Events Policy require student organizations to complete necessary forms and/or obtain permits for certain events. Note that these policies impose additional requirements and restrictions on events involving the attendance of minors and on events involving the consumption of alcohol.

### ***7. Insurance***

Most student organizations are not covered under the University's general liability insurance policy. Student organization leaders and advisors should consider obtaining insurance coverage for their organization and/or specific events. Organizations may purchase a [Tenant and User Liability Insurance Policy](#) (TULIP) for approved events, or provide proof of insurance from an alternate source. Student Affairs and Risk Management & Safety are available to advise organizations on these issues.

Fraternities and sororities are not covered by the University's general liability policy and may be subject to insurance requirements imposed by the Division of Student Affairs and/or Risk Management & Safety, including the insurance requirements listed in the Greek Life [Chapter Standards](#).

Activities and events conducted by Sponsored Student Organizations that are approved by the University may be covered under the University's general liability policy.

## **8. Compliance with Laws, Policies and Other Requirements**

Student organizations must comply with all applicable federal, state, and local laws, regulations, orders, and other requirements.

Student organizations also must comply with their own constitutions and bylaws, affiliated national organization requirements (if any), and the University's policies and requirements, including but not limited to its [Anti-Hazing Policy](#), [Code of Student Conduct](#), [Campus Distribution Policy](#), [Student Organization Social Event Policy](#), Policy on Student Organization Use of Auburn University Trademarks, Campus Event Policy, [Student Organization Web Space Policy](#), and requirements pertaining to student organization funding.

Fraternities and sororities must comply with the Greek Life [Chapter Standards](#).

The [Code of Student Conduct](#) governs all student behavior in connection with student organization activities, both on and off campus.

### **B. Benefits Available to Student Organizations**

Student organizations may be eligible for the following benefits:

- Utilization of University trademarks in accordance with the Policy on Student Organization Use of Auburn University Trademarks and related requirements.
- Utilization of AUinvolve, an online organization management database and website.
- Eligibility to apply for funding through the Organizations Board and/or the Student Government Association (SGA) Budget & Finance Process (excluding fraternities and sororities)
- Eligibility for use of campus meeting facilities and outdoor spaces.
- Eligibility for participation in University organization events including Organizations Week and Weekly O-Days.
- Eligibility for featured space in the Glomerata yearbook.
- Eligibility for website space through the Office of Information Technology.
- Eligibility to apply for awards and honors presented to student organizations and members.
- Utilization of a campus mailbox in the Student Involvement office, Greek Life office, or Campus Recreation and Wellness Center.
- Access to Student Affairs advising staff for general organizational guidance.

### **C. Categories of Student Organizations**

The University recognizes five categories of student organizations:

1. Registered Student Organizations: Registered Student Organizations are student-created organizations based on the common interest of their members. Registered

Student Organizations may charge member dues and are eligible for funds from the Organizations Fund once active status is achieved.

2. Sponsored Student Organizations: Sponsored Student Organizations are organizations formed to advance an interest that is closely related to a University school/college or department and to contribute to the mission of the University. Sponsored Student Organizations must be sponsored by a University school/college or department, and a University dean or vice president must complete a verification form confirming that affiliation. Although governed by students, Sponsored Student Organizations typically are subject to significantly more University oversight and management than other student organizations. Sponsored Student Organizations may be funded in whole, or part, by an administrative department or academic unit, but may also be eligible for funding from the Organizations Fund or SGA Budget & Finance process.
3. Competitive Clubs: Competitive Clubs are involved in regular participation in official competitions outside of Auburn University for their specific organizational purpose. A Competitive Club may not duplicate or involve a comparable activity/sport of any other Competitive Club or Club Sport. Competitive Clubs typically must allow individuals of all ability levels to join. Competitive Clubs may charge member dues and are eligible for funds from the Organizations Fund once active status is achieved.
4. Club Sports: Club Sports Teams are athletic organizations that are involved in regular competitions. Membership requires a degree of physical skill or exertion. Club Sports Teams must consist of only Auburn University students and be affiliated with a national governing body that may have additional requirements that exceed those of Campus Recreation. Club Sports may charge member dues and are eligible for funding from Campus Recreation. Campus Recreation will assign a staff advisor to each Club Sports Team and must approve the hiring or selection of coaches. Individual team members must purchase additional general liability and medical (AD&D) insurance through Campus Recreation. Club Sports teams also must have a concussion management program developed in conjunction with Risk Management & Safety.
5. Fraternities and Sororities: Fraternities and sororities are social Greek-lettered (in most cases) organizations affiliated with an inter/national organization. Fraternities and sororities are entitled to maintain single-sex membership consistent with Title IX of the Education Amendments of 1972. Membership cannot be held in more than one organization at the collegiate level. Funding is provided by member dues.

### **III. EFFECTIVE DATE**

March 27, 2020

#### **IV. APPLICABILITY**

This policy applies to all students, staff, and faculty of Auburn University and to student organizations recognized by Auburn University pursuant to this policy.

#### **V. POLICY MANAGEMENT**

**Responsible Office: Student Affairs**

**Responsible Executive: Senior Vice President for Student Affairs**

**Responsible Officer: Director of Student Involvement: Registered & Sponsored Organizations & Competitive Clubs  
Director of Greek Life: Fraternities & Sororities  
Director of Campus Recreation: Club Sports**

#### **VI. DEFINITIONS**

The following terms are defined and described in section II.C:

- Registered Student Organizations;
- Sponsored Student Organizations;
- Competitive Clubs;
- Club Sports; and
- Fraternities and Sororities.

#### **VII. POLICY PROCEDURES**

The University assigns a status level to each recognized student organization. Student Affairs may modify an organization's status level based on the age of the organization, the activities and actions of the organization and its members, and other appropriate criteria determined by Student Affairs.

The following classifications describe the levels of status for student organizations:

- 1. Provisional:** A recently created organization that is being developed under the requirements of Greek Life, Student Involvement, or Campus Recreation. Access to University resources may be sponsored by the University reporting unit.
- 2. Active:** An organization that has met all annual requirements and is considered in good-standing with the University. The organization has access to all listed benefits and privileges.

3. **Conditional:** An organization on provisional or active status that has not met the requirements to maintain that status and temporarily loses benefits and privileges until all requirements have been met.
4. **Inactive:** An organization on conditional status that has not met the requirements to return to active or provisional status or an organization that is no longer functioning according to the president, advisor, or sponsoring department.
5. **Suspended:** An organization who has been removed from the University for a stated period of time due to a violation of law and/or University policy. During the suspension period, the student organization loses all recognition and benefits.

#### **VIII. ENFORCEMENT AND SANCTIONS**

Auburn University student organizations alleged to have violated this policy are subject to review through the Office of Student Conduct or referral to other applicable university disciplinary processes.

Any conduct outcome listed in the [Code of Student Conduct](#) or other applicable policies may be imposed upon a student organization found responsible for violating this policy. Depending on the violation and severity, conduct outcomes include but are not limited to warning, loss of privileges, educational sanctions, fines, or loss of university recognition.

#### **IX. INTERPRETATION**

This policy shall be interpreted, administered and enforced by the Division of Student Affairs. Questions of policy interpretation will be left to the discretion of the Senior Vice President for Student Affairs or his or her designee.