SUBJECT: Student Organizations

I. Introduction

The Board recognizes the importance of student organizations as a part of student life. Minimum standards for the registration and conduct of these organizations are established. The Vice President of Student Services shall have jurisdiction over implementation of the policy regarding student organizations. The Coordinator of Student Activities shall serve as his representative in advising organizations.

II. Types of Student Organizations

Student organizations may be either organizations sponsored by the College, or organizations officially registered by the College. Organizations which may be registered to operate on campus include the following:

A. Honors and leadership organizations
B. Departmental organizations and professional fraternities and sororities
C. Special interest groups (political, religious, athletic, etc.)

III. Registration

In order for a club or organization to be a recognized body under College sponsorship and eligible for use of College facilities and resources, it must be registered and approved by the Coordinator of Student Activities or his/her designee. Applications for registration shall be on the form designated by the College. Registration of a student organization by the College shall neither constitute nor be construed as approval or endorsement by the College of the purposes or objectives of the organization.

A. Registration Criteria

Any proposed student organization must meet the following criteria:

1. Be open to all students without regard to race, religion or national origin who otherwise meet membership requirements.

2. Must agree to comply with all policies, regulations and procedures established by the Board and the College, and with all federal and state laws and regulations.
B. Registration Approval

In order to be recognized, all registration forms must be submitted to the Coordinator of Student Activities or his/her designee within one week of the group’s first meeting. New student organizations are subject to approval by the Student Activities Coordinator and/or the Student Life Director or Dean of Students. Each organization must adopt a written constitution governing its procedures and submit it with the registration form.

IV. Guidelines for Approved Student Organizations

A. All members must maintain a minimum GPA of 2.0.

B. Student organizations must have a faculty or staff advisor who is a full-time Midland College employee.

C. All advisors and presidents must attend Risk Management training.

D. All clubs and organizations must adopt and maintain a written constitution. All constitutions must be on file with the Coordinator of Student Activities or his/her designee.

E. Approved student organizations shall have the right to use campus facilities for organization meetings and events, subject to the College procedures governing such use.

F. Organizations must submit the Student Activity Request form to the Coordinator of Student Activities or his/her designee for all Midland College projects, functions and activities at least two weeks prior to the proposed date. Organizations are responsible for submitting all other paperwork as needed - forms may include, but not be limited to room reservation, food request, maintenance request, travel request, etc.

G. Organizations must request approval by the Coordinator of Student Activities or his/her designee for all publicity and promotional materials (signs, posters, decorations, etc.) before posting of these materials.

H. Approval of an organization implies College sponsorship of on-campus and off-campus activities funded fully or partly by public funds, and at which the faculty sponsor is in attendance. The College will not sponsor off-campus activities which do not conform with Midland College policies.
I. Any off-campus event that is not College sponsored shall not be advertised in the name of the club or of Midland College. It must be considered as a private function of the individual organizers, and they shall accept total responsibility. Midland College is not responsible for such events.

J. No student organization may carry on any activity on the campus of the school unless the organization has been officially registered and approved by the school.

K. Midland College shall not be responsible for injuries or damages to persons or property resulting from the activities of student organizations, or for any debts or liabilities incurred by such organizations.

L. No student organization or individual shall engage in or condone any form of hazing. Hazing shall include, but is not limited to: any action taken, or situation created intentionally to produce mental or physical discomfort, embarrassment or ridicule; any form of verbal or physical harassment or abuse; and engaging in public stunts, morally degrading or humiliating behavior or games, whether on or off campus. Hazing as defined in the Texas Penal Code Articles 1152, 1153, 1154, and 1155, in all forms, shall be prohibited.

M. No lease or other agreements affecting real property shall be entered into by student organizations without the approval of the President of Midland College or his/her designee.

N. No person, group or organization may use the seal or any symbol of the institution without the prior written approval of the President of Midland College or his/her designee.

V. Financial Obligations of Student Organizations

A. Clubs and organizations are not authorized to have separate bank accounts, but are to establish an account through the College business office for their club funds.

B. Requests for withdrawals of funds or payment of bills shall be made through the office of Student Activities. No funds may be obligated or withdrawn in excess of the cash balance on hand.

C. No fund raising activities shall be organized or executed by student organizations without the approval of the Coordinator of Student Activities or his/her designee.
D. Any fund raising activity shall be for the benefit of the organization as a whole or a charity, and no funds shall be distributed to the officers or members of an organization for personal profit or gain.

VI. Meetings

A. Student organization meetings shall be held as designated in the charter and shall be attended by the faculty/staff advisor. Such meetings should be held during the operating hours of the College unless otherwise approved by the Coordinator of Student Activities or his/her designee.

B. All clubs and organizations must give Great Western Dining the first right of refusal prior to serving food during meetings or functions.