

**Department of Union and Programs
Office of Student Activities**

Privileges, Obligations and Due Process of all Chartered Organizations

Office of Student Activities, July 2013

Upon official recognition by The University of Southern Mississippi, there are certain privileges afforded a new student organization and certain obligations the new organization is expected to discharge. These privileges and obligations are as follows:

- A. Upon official recognition by the university, an organization becomes eligible to participate in university-approved student activities, to sponsor activities that may be included on the master calendar, to reserve university facilities and to rent a university post office box.
- B. Each organization's officers are required to register their organization (with a minimum of 10 full-time students and an on-campus advisor) with the Office of Student Activities annually by completing the Organization Information Form (OIF). Otherwise, the organization will become inactive and will lose its privileges mentioned above. Immediately following each election, lists of new officers or advisor(s) with addresses should be submitted to the Office of Student Activities.
- C. Each organization commits itself to sponsor only such projects as will benefit both the group and the university and to uphold the university regulations, including the Student Code of Conduct, Code of Ethics for Student Organizations, the Student Activities Policy, city ordinances, and all state and federal laws.
- D. If any person is paid for instruction through a student organization, a budget must be approved by a majority vote of the members, by the Student/Faculty Committee on Student Organizations, and the Recreational Sports department for sports clubs. Any payment for ongoing instruction must be provided through Recreational Sports or Continuing Education Office of Professional Development and Educational Outreach, whichever is appropriate.

RECALL

The approval of a student organization at The University of Southern Mississippi is made on the basis that the organization will conform to the Privileges and Obligations of Chartered Organizations as stated above. Failure on the part of the organization to conform to the above-mentioned obligations, to conditions of approval, and any breach of Student Activities or university policy may subject the organization to recall by the Student/Faculty Committee on Student Organizations or the Fraternity/Sorority Committee. Recall may result in the president and advisor of the organization having to appear before the appropriate committee to answer any charges that have been brought against the organization.

DUE PROCESS

In the event that student organizations violate the Student Activities policies, the Privileges and Obligations of Chartered Organizations, the Code of Ethics for Student Organizations or other university regulations, certain disciplinary procedures will be instituted against the organization initiated by the assistant director for Student Activities or the appropriate administrator in the following manner:

- A. The president and advisor of the organization will be advised by the assistant director for Student Activities of the charges against the organization. The president and advisor will be further advised of the action the assistant director for Student Activities is taking against the organization. The assistant director for Student Activities may impose disciplinary measures on the organization or may refer the charges to the appropriate body.
 - B. In the event of disciplinary action imposed by the assistant director for Student Activities, the president and advisor of that organization will have 72 hours from the time of written or e-mailed notification during which time they may (a) accept the assistant director for Student Activities' penalty and waive their rights to a formal hearing on the matter by the president's and adviser's signing a statement of acceptance that will be filed in the Office of Student Activities; or (b) not accept the assistant director for Student Activities' penalty and request a hearing. In the event of a hearing, it will be held at a time and in a place so designated by the assistant director for Student Activities. The hearing will be held before the appropriate body such as the Student Activities Committee or Greek Council Judicial Board.
 - C. Any student organization referred to a governing body has the right to due process.
 - D. In all judicial decisions, either party shall have, and will be notified of, the right to appeal the decision of the judicial body entering judgment. If the decision is appealed, no action shall be taken except those measures necessary to ensure the safety of the university community, to protect university property, and to ensure an academic atmosphere until the appellate process has been exhausted.
 - E. The request for appeal shall be filed within 72 hours of the written or e-mailed notification of the decision. The request shall be filed with the assistant director for Student Activities.
 - F. Decisions involving social fraternities and sororities may be appealed to the Greek Council Judicial Board. Decisions involving other student organizations may be appealed to the Student Activities Committee. Decisions rendered by these committees will be final.
 - G. In any hearing resulting from a violation by a student organization in which it is determined that the violation was caused by the action of individuals rather than official action of the organization, the council hearing the matter reserves the right to refer those individuals to the Dean of Students office, which may refer them to the Student Judicial Council. Officers acting in their capacity as representatives for the organization may be dealt with as individuals and official representatives of the organization.
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RESPONSIBILITY

The responsibility of interpretation and enforcement of university regulations rests with the president and adviser of the organization sponsoring the event. Organizations' officers assume full responsibility for the conduct of their members, guests and entertainers.

CANCELLATION OF EVENTS

- A. The Office of the Dean of Students, responsible for the overall safety of the university community, may exercise the authority to cancel an event when conditions arise that may not be in the best interest of the university. Cancellation notification will be through the Office of Student Activities. The sponsoring organization and the Event Services office shall be notified immediately upon the decision to cancel.
- B. In the course of an approved activity/event, the University Police Department or an acting university official can discontinue a sanctioned activity/event.