

Regulations of Florida A&M University



2.030 Student Activities.

Student Organizations

(1) Student Organization Registration and Recognition Process.

(a) New student organizations must complete registration online at www.famu.edu/istrike to be considered for recognition at the University. A recognized student organization is defined as a group of students that have been approved by Efferson Student Union & Activities to function on campus as a group under one name, reserve space on campus, sponsor campus activities, participate in University sponsored activities and apply for funding from the Student Government Association. The following information is required to complete the registration:

1. A PDF version of the organization's constitution and by-laws which should include an anti-hazing section and a section fully incorporating Regulation 2.028.
2. A roster of proposed officers, general members, and a faculty or staff advisor. All persons must have an active iStrike account.
3. A statement of intent indicating how the organization will meet an unfulfilled student need on campus and how it will enhance campus life overall.
4. A list of proposed community service, educational and social activities to be sponsored by the organization. The list must include detailed descriptions of the activities.
5. Regional and national office contact information, if applicable.

(b) The Student Organization Committee, designated by the Director of Efferson Student Union & Activities, will meet to consider an organization for approval or disapproval. After the committee meets, the organization will be notified of the decision in writing within five (5) business days.

(c) If the Student organization is approved, then it is considered to be "recognized" and has all of the privileges of a recognized student organization at FAMU.

(d) All recognized student organizations shall follow the procedures and guidelines as set

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forth in the Efferson Student Union & Activities Student Organization Handbook, incorporated herein by reference; the Student Handbook, the FANG; and all University Regulations and Policies. For information about recognized student organizations, contact Efferson Student Union & Activities. In cases of conflict, the University's regulations supersede Efferson Student Union & Activities Student Organization Handbook and the Student Handbook.

- (e) Two officers and one advisor of each student organization must attend the annual Rattler Round Up and other student organization trainings.
- (f) The University will require all recognized student organizations to execute disclaimer forms, which relieve the University of responsibility for acts committed by recognized student organizations that might result in personal injuries or damages sustained or alleged by a complaining party.
- (g) The Vice President for Student Affairs may summarily suspend the intake/recruitment period of a recognized student organization if he/she believes any provision of the University Student Code of Conduct, Regulation 2.012, Anti-Hazing Regulation 2.028, state and/or federal laws have been violated.
- (h) The Director of Efferson Student Union & Activities may adopt additional guidelines and/or procedures governing recognized student organizations including fraternities and sororities, provided the guidelines and/or procedures are in writing and approved by the Vice President for Student Affairs or his/her designee. The organizations will be properly notified of the guidelines and/or procedures at least 30 calendar days prior to implementation, except when such guidelines address health, safety, and welfare.

(2) Student Organization Renewal

- (a) Previously recognized student organizations are required to complete an application for renewal every Fall and Spring semester through iStrike. In the application, the student organization will be required to provide updated documents and rosters.
- (b) If the organization renewal is approved, then it is considered to be a recognized student organization and has all of the privileges of a student organization at FAMU.
- (c) If a previously recognized student organization fails to complete the online application by the posted deadline in iStrike or the application is denied, the organization loses its privileges as a recognized student organization, to include being able to reserve space or host events on campus as well as apply for funding through student government.
- (d) If a student organization is not recognized for reasons stated above in section (c), it will have to complete the online application and provide updated documents and rosters during the next registration period.

(3) Role of the Faculty or Staff Advisor.

- (a) Every recognized student organization must have a faculty or staff advisor whose purpose is to assist the recognized student organization in providing an educational experience for the individual members and the University as a whole.
- (b) All advisors must be a full-time (FTE 1.0) employee with the University, at least five (5) years removed from undergraduate studies, and must have been employed at the University for at least one (1) year. The responsibilities of the advisor shall include without limitation:
 - 1. Provide counseling, leadership and direction regarding the interpretation of University policy and the mission of the recognized student organization.
 - 2. Ensure the recognized student organization's adherence to University policies and guidelines.
 - 3. Ensure the membership eligibility of each student is in accordance with the requirements of the recognized student organization and the University.
 - 4. Assist the recognized student organization with the formulation and implementation of all academic, service and social activities.
 - 5. Ensure the members of the recognized student organization are made aware of regulations, policies, procedures, goals and objectives of the University.
 - 6. Immediately report infractions of University rules, regulations, policies or procedures to the Director of Efferson Student Union & Activities.
 - 7. Request for the recognized student organization to receive a cease and desist order from the Dean of Students when the student organization violates its own internal rules.
 - 8. Attend all meetings and activities sponsored by the recognized student organization that are directly related to membership intake/recruitment, annual elections, or as required by the Faculty Request Review Committee.
 - 9. Ensure that all members of the student organization have completed the required Anti-Hazing Training Course.
- (c) The advisor's foremost concern is their relationship to the student, the development of the student's self-awareness, and the development of the student's maturity as they make decisions or assume responsibility.

- (d) The advisor must be willing and free to express his/her ideas and attitude and always governed by a respect for the individuality of the student. The student is under equal obligation to respect the advisor's individuality.
 - (e) Advisors to Recognized Student Organizations are to be selected by student groups and/or appointed by the Director of Efferson Student Union & Activities. The Vice President for Student Affairs or his/her designee may remove any advisor when it is in the best interest of the University.
 - (f) University Advisors of Fraternities and Sororities must be selected from among faculty, administrators, and staff at FAMU; must be at least 5 years removed from their undergraduate studies, and they must be a full-time employee (FTE 1.0); have been employed by the University for at least one (1) year. Any exceptions must be in writing, demonstrate extenuating circumstances, and be approved by the Vice President for Student Affairs or his/her designee.
 - (g) The Director of Efferson Student Union & Activities may impose additional guidelines and/or procedures governing advisors provided the guidelines and/or procedures are in writing and approved by the Vice President for Student Affairs or his/her designee. All advisors must be properly notified of the guidelines and/or procedures at least 30 calendar days prior to implementation, except when such guidelines address health, safety, and welfare.
- (4) General Membership Student Organizations. All currently enrolled full-time and part-time students are eligible to participate in an open membership student organization that does not have a membership intake process or membership recruitment process.
- (a) Hazing is prohibited by State law and University regulation. Refer to Section 1006.63, Florida Statutes, and FAMU Regulation 2.028.
- (5) Fraternity and Sorority Membership Intake Process. The Director of Efferson Student Union & Activities will determine the beginning and ending dates for the membership intake period, which shall not exceed a total of twelve weeks.
- (a) All recognized student organizations that have an intake process must conform to all regulations, procedures, guidelines and standards as set forth by the University.
 - (b) Any full-time student may be eligible to apply for intake into a recognized fraternity or sorority when he/she has earned 30 FAMU credit hours and a minimum of 2.5 cumulative grade point average. Any full time transfer student may be eligible to apply for intake into a recognized fraternity or sorority when he/she has earned 15 FAMU credit hours and a minimum of 2.5 cumulative grade point average. Fraternities and sororities are permitted to require higher academic averages than those set by the University. Acceptance into recognized fraternities and sororities shall be in accordance with the

policies and regulations of said organization. Academic fraternities and sororities are subject to the respective organization's national guidelines and the guidelines of the respective school/college.

(c) All intake activities with potential members must take place within the intake period. This includes, but is not limited to, interest meetings, rushes, trainings, workshops, initiations, step practices, probate/peepshows/presentations, etc.

(d) Recognized fraternities and sororities requesting grade point averages of students from the Office of the University Registrar for membership intake must adhere to the Federal Education Rights and Privacy Act (FERPA) and Section 1002.225, Florida Statutes, and must complete a form so designated by the Director of Efferson Student Union & Activities. Efferson Student Union & Activities staff will only verify the eligibility of students for intake. Actual grade point averages will not be shared with the fraternity or sorority.

(6) Membership Recruitment. The Director of Efferson Student Union & Activities will determine the recruitment periods for all student organizations, which shall not exceed a total of four (4) weeks. The approved recruitment period will be published on iStrike and/or any other medium determined by the Director of Efferson Student Union and Activities.

(a) Currently enrolled students may be eligible to apply for recruitment into a recognized student organization when he/she has earned at least 15 FAMU credit hours and a minimum of 2.0 cumulative grade point average. Student organizations are permitted to require higher academic averages than those set by the University.

(b) All recruitment activities with potential members must take place within the recruitment period. This includes but is not limited to: interest meetings, auditions, trainings, workshops, practices, initiations, presentations, etc.

(c) Recognized student organizations requesting grade point averages of students from the Office of the University Registrar for membership recruitment must adhere to the Federal Education Rights and Privacy Act (FERPA) and Section 1002.225, Florida Statutes, and must complete a form so designated by the Director of Efferson Student Union & Activities. Efferson Student Union & Activities staff will only verify the eligibility of students for membership recruitment. Actual grade point averages will not be shared with the student organization.

(d) Hazing is prohibited by State law and University Regulation. Refer to Section 1006.63, Florida Statutes, and FAMU Regulation 2.028.

(7) Recognized Student Organization Sponsored Activities:

- (a) All recognized student organizations are required to comply with all facility use requirements as set forth by the Facility Request Review Committee and campus facility managers/coordinators. This includes but is not limited to: security requirements, liability/insurance requirements, safety requirements, facility fees and equipment fees.
 - (b) Recognized student organizations shall not hold themselves out as representatives of the University.
 - (c) No student organization may sponsor activities or functions such as auctions, raffles, gaming events, or popularity contests.
- (8) **Liability:** Recognized Student Organizations are responsible for their events and activities, as well as the actions or negligence of their respective membership.
- (9) **Insurance:** The University does not have insurance coverage for the activities of recognized student organizations, and is unable to provide insurance that covers any recognized student organization or activity. Approval of a recognized student organization does not establish liability coverage by the University for that recognized student organization or activity.
- (a) The University and/or the State of Florida cannot defend the activities of the recognized student organization under its present insurance coverage or defray the costs, including attorney fees, of defending any lawsuit or claim against the recognized student organization, its officers, or members.
- (10) **Responsibility:** The recognized student organizations and their respective individual members have both organizational and personal legal responsibility to adhere to all local, state, and federal laws, and the University's and the Florida Board of Governors' policies and regulations.
- (11) **Enforcement/Disciplinary Responsibilities:** The Vice President of Student Affairs or assigned designee may designate a committee, council or board to oversee disciplinary/conduct cases involving recognized student organizations. The Clubs and Organizations Review Board (CORB) has been established for this purpose. CORB is a part of the University's Student Conduct process and its procedures, which can be found in the Efferson Student Union & Activities Student Organization Handbook, and is incorporated herein by reference.
- (12) **Cease and Desist Letters:** The Vice President for Student Affairs or his/her designee and in his/her discretion may send a cease and desist letter to the recognized student organization if there is an alleged CORB or Student Code of Conduct violation. The cease and desist will remain in force until such time that an investigation is completed. A cease and desist letter requires a recognized student organization to cease all operations. The recognized student organization will be unable to meet, have activities, select new members, elect new officers, etc. If an organization receives a cease and desist letter, the only communication will be from the University to the organization's president on record and the advisor on record.

- (13) In any case, the Vice President for Student Affairs or his/her designee reserves the right to refer any case or matter of a disciplinary nature regarding any recognized student organization including fraternities and sororities, and/or its members, to the Office of Student Conduct and Conflict Resolution for review and/or adjudication under University Regulation 2.012 Student Code of Conduct and/or University Regulation 2.028 Anti-hazing.
- (14) Freedom of Assembly Policy. Refer to [Regulation 5.005 Freedom of Expression and Assembly Rights and Responsibilities](#).
- (a) No one has the right to disrupt the operation of the University or to interfere with the rights of other members of the University Community. It is also agreed that the legal rights of students or other members of the University body, as those of any citizens, must not be abridged. This policy statement shall not be used in any way to infringe upon the legitimate freedoms of any person or group of persons, and this policy will be impartially enforced with due process afforded to all.
- (b) Florida A&M University prescribes the following guidelines: demonstrations, picketing, and speeches must not be in violation of the federal, state, or local statutes, FAMU Board of Trustees, University, or Florida Board of Governors' policies, or regulations governing unlawful assemblies.
- (c) Demonstrations, picketing, and speeches may be held on campus as long as they do not impede or disrupt the normal operation of the University or infringe on the rights of other members of the University community in accordance with this Regulation and [Regulation 5.005 Freedom of Expression and Assembly Rights and Responsibilities](#). Demonstrations, picketing, and speeches are not permitted inside of University buildings; blocking the ingress or egress to University buildings, streets, or sidewalks; or on the grounds surrounding the Educational Research Center for Child Development, the Student Health Services' primary care clinic, and dormitories/housing facilities.
- (d) In the event of disruptive action, students and student organizations involved in demonstrations shall identify themselves by presenting appropriate documents such as ID cards when requested to do so by the President or President's designee, and such designee shall identify him/herself when making this request.
- (e) Students and student organizations who participate in protest marches, protest picketing and demonstrations are hereby notified that each student is held accountable for any actions that violate University Regulations and Policies, Florida Board of Governors' Regulations, and federal, state and local laws.
- (f) Students and student organizations who intentionally act to impair, disrupt, interfere with, or obstruct the orderly conduct, processes, and functions of the University shall be subject to appropriate disciplinary action by the University authorities. Refer to University [Regulation 2.012, Student Code of Conduct](#), for further information.

(15) Publicity – Representatives of the University, any departmental agency, organization of the University, students, and/or recognized student organizations shall not use the name, copyright, or trademarks of Florida A&M University while engaging in any off-campus activity unless written authorization has been granted by the University’s Office of Communications. Recognized student organizations shall not hold themselves out as representatives of the University.

(16) Use of Campus Bulletin Boards Policy: Florida A&M University maintains a General Information Center and bulletin boards throughout the campus for the use and benefit of students, faculty and staff. Listings on the boards include information regarding campus events and activities, general information, and classified advertisements. Such listings are limited to the Quadrangle Information Center and bulletin boards. Listings may not be displayed, for example, on trees, buildings, fences, or road signs, except where approval has been obtained from University’s Office of Communications.

(17) Popular Concerts and Activities – Refer to University [Regulation 2.025](#).

(18) Commercial Solicitation on Campus – Refer to University [Regulation 3.011](#).

(19) In accordance with FAMU [Board of Trustees Policy Number 2006-05](#), use of University Vehicles by Recognized Student Organizations is prohibited.

(20) The Efferson Student Union & Activities Student Organization Handbook can be found at <http://studentactivities.famu.edu/>.

Specific Authority Article IX, Section 7(c), Florida Constitution, Board of Governors Regulation 1.001. History–New 9–14–87, Amended June 29, 2006, Amended January 12, 2016, Amended May 2, 2019.