Saint Louis University firmly believes that learning takes place in a wide variety of settings and under a wide variety of circumstances. Involvement and participation in a chartered student organization provides limitless opportunities for developing your leadership skills, and enhances campus life at SLU. In recognition of the potentially important role of student organizations in student formation and the significant contribution they can provide to the comprehensive mission of the University, Saint Louis University continues to support their growth. Learning leadership skills and learning in the area of interpersonal relationships are of great importance. Many ethical and moral decisions are encountered while running a student organization, planning an event or carrying out plans for activities. Often, the decisions made, and/or the accomplishments faced foster the skills vital for personal development and self-realization. This knowledge is of equal importance with the skills and information gained in the more typical academic setting.

Each organization’s purposes and activities are to be consistent with the mission. Any chartered Saint Louis University student organization shall retain its status on campus according to the following guidelines:

3.1.1 Definition. A student organization shall be defined as a group of Saint Louis University students joined together in the pursuit of a common purpose that is not inconsistent with our institutional mission and/or Catholic teaching. Student organizations are open to all students without regard to race, color, sex, age, national origin, religion, sexual orientation, disability or veteran status. Social fraternities and sororities may retain gender-specific membership (see Section 3.1.7).
3.1.2 Chartered. Every chartered student organization must submit a copy of its constitution (local and national), and bylaws or other satisfactory information governing its operation, to the Department of Student Life by the end of the 3rd week of the semester. The University will accept in good faith the provisions of such constitutions and bylaws, indicating that the local organization is free to select members upon the basis of individual merit, and the membership in the local organization is not governed by restrictive clauses that deal with race, color, sex, age, national origin, religion, sexual orientation, disability or veteran status. Chartered student organizations are entitled to the following:

- The use of Saint Louis University facilities;
- The use of student bulletin board space;
- Publicity of events and activities open to all students on all University calendars;
- Help, advice and assistance from the Department of Student Life personnel;
- Establish a Web page through the university;
- Apply for SGA funding;
- Have a mailbox in the Student Organization Suite or in BSC.

3.1.3 Membership. The Saint Louis University student membership must outnumber the non-student membership in student organizations, and all offices or positions, except the advisor, must be held by students. Should a student organization be found in conflict with University policy in the selection of its members, the group will be asked to submit evidence that action has been or is being taken to remove such restrictive membership provisions, such as a request for a waiver of the restriction from the national organization. A reasonable period of time as determined by the Office of Student Life in consultation with the Student Government Association President may be granted to remove the restrictive provisions. Continued restriction of membership by constitutional requirements or other binding enactment contrary to University policy will result in withdrawal of the charter of the student organization.

3.1.4 Advisor. Faculty and staff members are available to advise student organizations. Each student organization is required to have at least one advisor who is a full-time member of the faculty or administrative staff, whose purpose is to be a resource for the organization, to provide an educational experience for its
individual members, and at the same time serve the entire University community by functioning as a University representative. Student organizations and the University administration share the goal to select advisors who will serve student organizations well.

3.1.5 Good standing. Chartered student organizations are expected to be respectful of the community standards that help constitute a Catholic, Jesuit community. The Student Code of Conduct must be followed at all times. Chartered student organizations must also adhere to all policies and procedures outlined for chartered student organizations. Only chartered student organizations in good standing with Saint Louis University will be authorized to use University facilities or services, or be permitted to identify themselves directly or indirectly with the University name.

3.1.6 Hazing. Missouri state law defines hazing as a crime (RSMO Section 578.360). Any student attending Saint Louis University, any chartered student organization, or sorority or fraternity is prohibited from conspiring to or engaging in hazing (including any act that injures, frightens, degrades or disgraces another student). Violation of this policy must be reported to the Office of Student Conduct for investigation and possible disciplinary action against the students and/or student organization allegedly involved. Hazing at Saint Louis University is prohibited.

3.1.7 Fraternities and Sororities. Through a joint sponsorship of the University and the various national and international Greek-letter organizations, a number of chapters have been established on the campus of Saint Louis University. The recruitment and selection of members, as well as each Greek-letter organizations ritual and tradition, make these organizations somewhat different from other chartered student organizations. In recognition of the extent to which the concerns and objectives of these Greek-letter organizations are reflective of the University mission, self-regulation of the recognized chapters, acting independently or through the Interfraternity and/or Pan-Hellenic Council, will be encouraged and supported at all times. The University is committed to assisting each member chapter(s) of the Interfraternity and Pan-Hellenic Councils to develop and pursue a positive intellectual, social, and spiritual atmosphere, and to meet both University standards and the standards of their national and international organization.
3.1.8 Dry Recruitment Policy. In accordance with fraternities and sororities inter/national bylaws that are members of the Interfraternity and/or Pan-Hellenic Council, the presence of alcohol at any event at which potential new members are present, beginning with the first day of Welcome Week until fall recruitment is completed, is prohibited as well as spring recruitment. The consumption of alcohol by a member of a Greek organization and a potential new member in a private residence during the same period of time is also prohibited.

Failure to comply with these guidelines should be immediately reported to the Office of Student Life and the Student Government Association for an investigation, charter review, and due process resolution with the student members and/or the chartered student organization. The President of the University reserves the right to determine whether any organization proposed for charter does or does not conform with the ideals and goals of the University.

3.2 Chartering Procedures for Student Organizations

Students shall have the right to establish and elect a democratic student government. The Student Government Association (SGA), including designated organizations that fall under its penumbra, will represent the student body in the formulation and application of policy affecting academic and student affairs.

3.2.1 Application For Charter

3.2.1.1 To apply for charter as a recognized student organization, the organization seeking charter will submit a copy of its constitution, as well as the constitution of any organization that may be extramurally affiliated, and a list of its current officers and organizations advisor to both the Department of Student Life and the SGA Vice President for Student Organizations.

3.2.1.2 Upon receipt of an application for charter, the SGA Vice President for Student Organizations will inform all members of SGA that an application for charter has been made and the organization will receive probationary status. The SGA Vice President for Student Organizations will distribute a copy of the organizations constitution to requesting members.

3.2.2 Approval of Charter
3.2.2.1 Following the application for charter, provided that a period of 4 months has elapsed between the time of the application and the meeting at which the SGA Vice President for Student Organizations, as part of the committee report will present the constitution and current list of officers and the organizations advisor to the general assembly. An officer representing the proposed organization will be present to answer any and all questions. If one such officer is not present, the application will be automatically tabled until the following meeting of the General Assembly. Upon a second absence of such an officer, the charter will be automatically denied.

3.2.2.2 An organizations approval or disapproval will be by a majority vote of the General Assembly.

3.2.2.3 After an organization has been approved by SGA, the Department of Student Life, as represented by the Director will, should s/he be opposed to granting of the charter, have 48 hours in which to file an objection to charter. This objection must be filed with both the SGA and the organization applying for charter. If no objection is raised during this period, the organization will be immediately chartered and recognized.

3.2.2.4 In the event that both the SGA and the Department of Student Life, as represented by the Director, object to charter, charter will be denied without recourse to appeal.

3.2.2.5 Appeals Board. In the event that the SGA and the Department of Student Life do not concur regarding the granting or revocation of a charter, the question will be referred for resolution to an appeals board composed of one faculty member and one administrator and three students chosen by the President of the University. This board will meet and rule within a 10-day period after request for appeal has been made, and its decision will be final.

3.2.3 Review of Charter. If it is believed that a chartered student organization has changed its purpose or method of operation, altering the essential nature of the organization as it was originally chartered, or has a purpose which has fallen outside the Jesuit, Catholic mission of the University, the Department of Student Life, or the SGA, by majority vote, may request a review of charter. The SGA Senate will conduct the charter review. Should the board find that the organization in question has essentially departed from the
terms under which it was chartered, it may vote to *suspend charter*, and the organization will have to reapply for recognition and charter.

### 3.2.4 Continuation of the Charter

To remain an *active* student organization on the campus, with all rights and privileges outlined, each organization must register its officers with the Student Government Association each September and whenever an election is held during the academic year. Failure to comply automatically suspends the charter indefinitely until such time the organization registers its group. Student organizations should submit any changes to their constitution or bylaws and its Executive Board membership to the SGA Vice President for Student Organizations within two weeks of the change.

### 3.3 Registration Of Events

The following rules and regulations cover the registration of activities of student organizations by the University. These rules supplement the general rules of good taste and etiquette that govern responsible social events. Students are expected to maintain consideration for both personal and University interests in planning all activities. Those events that are registered and are thus sanctioned by the University are expected to comply with University policies and guidelines. Private behavior at functions of chartered student organizations held off-campus without the financial support or sanction of the University are the sole responsibility of the organization and its members. Events occurring on campus may be subject to metal detector wanding and persons may have their personal effects searched for illegal weapons.

#### 3.3.1 University-Sanctioned and Registered Student Events

Registration of student-sponsored events and activities provides for coordination of the use of University facilities and provides the opportunity for publicity for sanctioned University events on the All University Activities Calendar. Use of University facilities such as Busch Student Center, academic classrooms and auditoriums, Allied Health Multipurpose Room, DuBourg Hall 157, DuBourg Grand Hall, IL Monastero and Boileau Hall as well as all mall/quad areas of campus by student groups require registration of the event through Event Services.
3.3.1.1 All student meetings and events must be scheduled with Event Services. Events that must be registered with Event Services and approved by the Department of Student Life include:

3.3.1.1.1 Any event advertised and open to the campus and/or the general public.

3.3.1.1.2 Any event sponsored by a chartered student organization to which a guest speaker has been invited and which is open to the campus and/or the public.

3.3.1.1.3 Any event using University funds or facilities at which alcoholic beverages are to be served or sold.

3.3.1.1.4 Any event of unconfined public or traveling nature.

3.3.1.1.5 Any event held on University mall/quad/outside areas by student organizations.

3.3.2 Procedures for registration of student events.

3.3.2.1 To use University premises and facilities: When details of the event have been determined, check the availability of the space desired by calling 314-977-MEET (6338).

3.3.2.2 Request a Student Organizational Meeting Request form from Event Services, Busch Center 356 or at www.slu.edu/events. Complete the form and submit it to Event Services. If all requirements are fulfilled for the Student Organizational Meeting Request form, the student organization will receive a copy for its files.

3.3.2.3 Student Event registration. For the Student Event Registration form, a student member of the organization will need to fill out the form completely, get the signature of the organizations advisor, and then submit it to Event Services. Event Services will then forward the form to Student Life for their approval. Once Student Life has approved the event, Event Services will send you an e-mail confirmation for your files. When these requirements are fulfilled, the event will be a fully registered student activity and University sanctioned event.
3.4 Space Reservation

Chartered student organizations are encouraged to take advantage of the available facilities for meetings and activities. When adequate or appropriate space or campus facilities are not available, community facilities may be sought.

The following procedure covers the use of all University facilities, such as, but not limited to, Busch Student Center, Bauman Eberhardt Athletic Center, academic facilities, etc., by chartered student organizations for business meetings and/or all other activities.

Use of community or off-campus facilities is the responsibility of the students involved. While no listing of approved facilities is maintained, assistance in locating facilities may be available in the Department of Student Life.

3.4.1 Residence hall common areas are available to student organizations with prior approval from appropriate personnel in the Department of Housing and Residence Life.

3.4.2 When rental fees are applicable, payment must be made by interdepartmental order (IDO) or a check made payable to Saint Louis University. This payment must accompany the reservation and will be returned if the reservation is canceled.

3.4.3 After satisfactory registration and reservation of space, requests for food and beverages must be made with a representative of University Dining Services, Busch Student Center, 977-1559.

3.4.4 Particular policies governing the cancellation of facility reservations are at the discretion of the chief administrator of the particular facility and will be explained at the time the reservation is made.

3.5 Publicity

Publicity for student-sponsored events, activities or elections is the responsibility of the sponsoring organization or student candidate. Bulletin boards are conveniently placed for the use of students, faculty and staff. Departmental bulletin boards also are conveniently located and clearly marked for departmental use only. Posters, displays or other forms
of publicity must comply with the following regulations. Additional information may be obtained from the Department of Student Life, located in BSC 319.

3.5.1 Posters and Displays

3.5.1.1 All postings including but not limited to fliers, posters, handbills, sheet signs and banners must have the approval stamp of the Department of Student Life three (3) business days prior to posting or distribution. The permission of department personnel, when applicable, must be received before posting any material on their bulletin boards.

3.5.1.2 All fliers and posters may be displayed for two weeks and must be marked with the date on which they will be removed.

3.5.1.3 No group or chartered student organization may have more than one poster at a time on a bulletin board unless the posters publicize separate events.

3.5.1.4 The maximum size of any poster will be 60 in perimeter and the name of the sponsoring group must be clearly identified on the poster.

3.5.1.5 In residence halls, posters and other publicity are subject to the rules and regulations of the Department of Housing and Residence Life.

3.5.1.6 In order to maintain the beauty of the campus and to preserve the quality of the buildings, trees, and shrubs, there will be no posting of notices on trees, buildings, telephone poles on the campus or sidewalks. By special authorization of the Department of Student Life and Facilities Services, posters may be displayed on the campus trash receptacles cans or by stake sign. Student organizations requesting approval to post flyers on the outdoor trash receptacles for a limited period of time (48 hours) must complete an Outdoor Posting Authorization form signed by representatives of the Department of Student Life and Facilities Services.

3.5.1.7 St. Louis City Code states that it is unlawful to stick, paint, brand, attach, hang or suspend upon any house, building, fence or wall, without the consent of the owner thereof, or upon any pole used for the purpose of carrying electrical conductors or upon any street or sidewalk, pavement or
other public place, any printed, written, painted or other advertisement, bill, notice, sign or poster.

3.5.1.8 Scotch/duct tape may not be used to post materials.

3.5.1.9 Posting is not permitted on woodwork, doors or bulletin board frames.

3.5.1.10 Municipal, state or national campaign posters are permitted on the campus if the name of the sponsoring campus group is displayed conspicuously on the poster.

3.5.1.11 Decorations are permitted, on special occasions, in the windows of the student residences with the permission of the Department of Housing and Residence Life.

3.5.1.12 In accordance with the state fire marshals regulations, all postings within 30 inches of any light fixture must be of fireproof material.

3.5.1.13 Special provisions can be made to display posters during Student Government elections or other all-campus referenda, through the Department of Student Life.

3.5.1.14 Courtesy and respect for the freedom of expression by others dictates that posters should not to be marked on, destroyed or removed. Anyone discovered defacing posters will be subject to disciplinary action through designated disciplinary channels.

3.5.1.15 Violations of the above poster regulations may be referred to the Program Director of Student Conduct.

3.5.2 Fliers and Handbills

3.5.2.1 The University reserves the right to regulate locations on campus where fliers and handbills may be distributed. Fliers and handbills must be approved by the Department of Student Life three (3) business days prior to posting or distribution. In general, handbills, fliers or posters may not be distributed:
1. Outside buildings where normal flow may be impeded;
   2. Inside buildings and offices, except from reserved distribution tables.

3.5.2.2 Fliers and handbills may not be placed on car windshields.

3.5.2.3 Sponsoring student organizations or departments must be clearly identified on the flyer or handbill.

3.5.2.4 Sponsoring student organizations or departments distributing handbills or fliers are responsible for their content.

3.5.2.5 These same rules also pertain to the distribution of fliers or handbills in the city of St. Louis. City ordinance prescribes that it is unlawful to place, throw or knowingly drop in or upon any street, highway, alley or public ground in the city, handbills, blotters, posters or advertising samples, or to place these or like items in or on any street, highway, alley or public grounds in the city. Permission must be secured from the mayor's office to distribute handbills to homes in St. Louis, along the streets or on any city property. Permission to place large banners (flyers, posters, etc.) in local stores must be obtained from the individual merchants.

3.5.3 Advertising and Alcohol
Publicity for events at which alcohol is to be served must not emphasize or promote the sale, distribution or consumption of alcohol, nor depict the use of alcoholic beverages. Only events that comply with state law and University policy may be advertised to the University community.

3.6 Fund Raising

To ensure the proper use of the University name in fund-raising ventures, to minimize the inconvenience of donors being called several times by various University groups and to assure proper adherence to state and municipal laws, the following policies are established.

These policies and procedures pertain to fund-raising ventures entered into by chartered student organizations, either on or off-campus.
3.6.1 Use of University facilities for sales or solicitation for private or personal gain is prohibited by law.

3.6.1.2 Types of fund-raising activities by chartered student organizations that may be approved by the Department of Student Life are those for which the funds raised will serve educational or public services. It should be clear that funds raised from the general University population should not be used in any way for the personal or individual gain of members of the sponsoring organization.

3.6.1.3 Collection of membership dues, recruitment fees, etc., is allowed by student organizations.

3.6.1.4 In general, collecting donations of money and raising funds through sales by recognized agencies and organizations within the limits of the campus must be consistent with the educational and public service responsibilities of the University, and not interfere with regular University programs.

3.7 Guest Speakers

The policy for inviting guest speakers to the University by students is available in the Department of Student Life. Student organizations are permitted to invite speakers to campus with the approval of their organizational advisor and as long as they are consistent with the mission of Saint Louis University. Controversial speakers may be permitted with the approvals of the Department of Student Life and Campus Ministry. Speakers seeking election to a political office must receive the approval of Student Life and the University General Counsel.