



## **Rowan College of South Jersey**

Administrative Procedure: 8301  
**STUDENT CLUBS AND ORGANIZATIONS**

### General Provisions

- All groups operating within the College are governed by a policy of non-discrimination. See policy *7011 Harassment and Discrimination*.
- Student clubs and organizations are required to comply with College policies and administrative procedures. Violation of these policies and administrative procedures will result in the revocation of College recognition for the club or organization.
- Student club or organization advisors must be College faculty, staff employees, or a community designee.
- A student club or organization may be registered for recognition by filing the appropriate compliance form, which shall include: 1) the name of the organization; 2) its constitution(s) and/or its purpose; and 3) its officer(s) and faculty or staff advisor with the Office of Student Life.
- Officers of recognized student clubs and organizations must maintain a 2.000 or higher grade point average and be currently enrolled in credit-bearing courses. The *Student Government Association Officer Guidelines* are located in the Student Government Association Binder available in the Student Life Office.

### Funding

Recognized clubs and organizations may apply for additional funds above the standard allocation received at the start of each semester by filing the appropriate form with the Office of Student Life. The budget will be set up at the beginning of each fall and spring term and will be subject to audits through the Financial Services Office to ensure financial solvency and responsibility.

### By-Laws

The bylaws developed by individual student clubs and organizations will be consistent with College policy and administrative procedures including, but not limited to, those addressing the use of College facilities and the use of alcoholic beverages.

Use of the College Name

A club or organization will not use the College name, or abbreviation thereof, as a part of its own name, except in accordance with College policy and official recognition. A student club or organization will not imply or indicate that it is acting on behalf of the College or with its approval or sponsorship unless specifically authorized to do so by the Vice President, Chief Student Affairs Officer.

Transportation

For College-sponsored events involving transportation of students and College personnel (such as club trips, class trips, athletic events, and other similar events) every effort will be made to provide bus or van conveyance. In those cases in which such conveyances are not available and students provide their own transportation to and/or from the event(s), the College is not responsible for such transportation, nor for liability resulting from accidents or other types of harm connected with such transportation.

All policies and administrative procedures related to student conduct are in effect from the time of departure until the time of return (see policy 8007 *Student Code of Conduct*).

Area: Student Services  
Approved: 07/01/19  
Revised: 09/14/21

President's Authorization: 

References:

Rowan College of South Jersey Board of Trustees Policy Manual, *7011 Harassment and Discrimination*, *8301 Student Clubs and Organizations*, and *8007 Student Code of Conduct*