



Policy Name:	Campus Groups Administration Policy		
Category:	Campus Groups	Policy #	GC-1

Preamble

The University of Saskatchewan Students' Union ('the USSU') operates to meet the wide array of academic and non-academic needs and interests of undergraduate students. This policy provides an overview of what a Campus Group is.

1. Definitions

Academic Year: the period beginning May 1 and ending the following April 30.

Campus Group: any student organization, including Constituency Groups and Campus Clubs. Campus Groups can be described more specifically as:

Constituency Group: a student organization that represents all students enrolled in their college, all International students or all Indigenous Students.

Campus Club: a student group that represents a particular two-thirds interest among the members of the USSU. These interests may relate to an academic program or non-academic interests.

Course-based Club: A student organization associated with an academic course where students may enroll in multiple successive terms.

Sporting Club: a student group whose primary purpose is to organize around the playing of particular sporting activity.

Cultural Club: a student group whose primary purpose is to organize events to promote cultural diversity

General Operating / Administrative Costs: any costs incurred by a group that cannot be clearly linked to a project or initiative. This includes expenses for meeting material printing, stationery items, website domain and hosting, banking fees, or other day-to-day expenses.

Good Standing: The group has a history of activity free from harassment, misconduct (according to USSU CG policy section xyz-deratification), legitimate complaints, and has no outstanding debts with the USSU.

New Group: a group that has not been ratified with the USSU in the past five years, and has a significantly different membership and mandate from other student groups ratified with the USSU.

Ratification: the process of applying and being approved for ratification for a group's first year of operations, or if an existing group had not applied or been approved for ratification in the previous year. Once approved, the club is considered a subsidiary of the USSU.

De-ratification: the process to officially cease a USSU ratified campus group's account and all of their entitled benefits as outlined in this campus group policy.

Renewal: the process of applying for ratification if the club had been successfully ratified the previous year.

2. General Responsibility

The Vice-President Operations and Finance shall be responsible for overseeing, managing, administrating, and maintaining relations with all campus Groups.

3. Campus Group

A USSU group is a society, organization, association, or club of the USSU that attains recognition in accordance with the Campus Group Policies.

USSU Groups shall:

- Be recognized by the USSU;
- Operate in accordance with all relevant University of Saskatchewan policies;
- Operate in accordance with all relevant USSU bylaws and operating policies;
- Access privileges in accordance with the Campus Groups Operations policy where appropriate;
- Perform duties in accordance with the Campus Groups Operations Policy;

4. Campus Group Membership

- Membership in groups shall be open to all USSU members;
- Exceptions may be made where granting membership jeopardizes the integrity of the club's purpose.
- The Clubs Administrator shall determine such exceptions in consultation with the campus groups Executive on a case-by-case basis.
- The Vice-President Operations and Finance shall hold an ex-officio seat on the Executive or coordinating body of all campus groups.
- Membership requirements and privileges must be clearly stated in the group's constitution.
- Non-USSU members may hold group membership upon invitation from the group;
- Non-USSU members may not hold Executive office or any position which gives them authority to expend USSU Group funds;

5. Relevant Policies, Legislation and Resources

5.1 USSU Policies

- Campus Groups Policies (1-5)
- Sustainability Policy
- Privacy Policy
- Free Speech Policy
- Space Booking Policy

5.2 University of Saskatchewan Policies

A full list of the University's policies is available at policies.usask.ca. Campus Groups, as with all members of the University community, must follow all University policies. The policies that are relevant to most Campus Groups are listed below.

- Space Allocation Guidelines
- Discrimination and Harassment Prevention Policy
- Sexual Assault Prevention Policy
- Violence Prevention Policy
- Smoking, Alcohol, and Substance Policy
- Smudging and Pipe Ceremonies Policy
- Data Management Policy
- Logo and Secondary Logo Use Policy
- Non-Commercial Use of the University Trademark
- Student Advertising and Publicity
- Standard of Student Conduct in Non-Academic Matters and Procedures for Resolution of Complaints and Appeals
- University of Saskatchewan Student Discipline Policy

5.3 Legislation

- Saskatchewan Human Rights Code
- Personal Information Protection and Electronic Documents Act - Local Authority Freedom of Information and Protection of Privacy Act

5.4 Other Certifications

- Serve it right
- Liquor permits
- Gaming permits

Contact Information:	Vice-President Operations & Finance: (306) 966-6967		
Policy Authority:	Campus Groups Committee		
Approvals	Board/Committee	Approvals	Motion
Adopted/Created	Executive Committee	06/18/2021	EXEC005