



<b>Policy Name:</b>	<b>Campus Groups Administration Policy</b>		
<b>Category:</b>	<b>Campus Groups</b>	<b>Policy #</b>	<b>GC-1</b>

## 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. The campus group committee reserves the right to interpret this policy as they deem reasonable.

## 1. Definitions

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

**Bad Faith:** acts in a manner that will knowingly cause financial, organizational, or social/political harm to the union and its employees.

**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.

**Outstanding Member:** a member of a group that goes above and beyond the rest of the group members.

**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](http://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

<b>Contact Information:</b>	Vice-President Operations & Finance: (306) 966-6967		
<b>Policy Authority:</b>	Campus Groups Committee		
<b>Approvals</b>	<b>Board/Committee</b>	<b>Approvals</b>	<b>Motion</b>
Adopted/Created	Executive Committee	06/18/2021	EXEC005
Amended	Campus Groups Committee	11/16/2022	CGMOTION024
Amended	Campus Groups Committee	11/28/2022	CGMOTION029