

# 2014-2015 Student Organization Terms & Conditions Agreement

*The President, Treasurer, & Advisor must read this document thoroughly, sign and return to the Campus Involvement Center, 355 Baker University Center.*

## **Ohio University Advisor Guidelines:**

All registered student organizations are required to have an advisor. The responsibilities of the advisor are designated by the RSO itself, but often take the form of attending meetings and events, providing information on policies and procedures, co-signing all financial transactions, and providing guidance and ideas.

An advisor must be a full-time member of the faculty, administration, or staff of the University. A graduate student may advise a RSO only if done so as an assigned University job responsibility. This applies primarily to the advisement of the Black Student Cultural Programming Board, the International Student Union, the University Program Council, and the governing councils for social Greek-letter organizations. There are two allowable exceptions to this policy: 1) alumni/ae members of social Greek-letter organizations who live in the Athens area may serve as advisors to these groups at the discretion of the Campus Involvement Center and 2) local clergy and/or religious leaders may serve as advisors to religious/spiritual groups at the discretion of the Campus Involvement Center. Other exceptions to this policy must be approved in advance by the Campus Involvement Center.

The advisor must give prior approval for all financial transactions and off-campus activities. He/she may be required to co-sign for financial obligations assumed by the RSO. In the case of gross negligence or lack of oversight by the advisor, he/she may be held financially responsible if the RSO defaults on financial obligations. Financial obligations are the responsibility of the individual incurring them or the RSO, and are not to be considered the obligation of Ohio University. An advisor may be required to sign legal documents in a transaction as the duly authorized representative of the RSO.

If the University judges that the advisor acted in good faith and within the scope of his/her authority, the University will represent the advisor and RSO in resolving any claims of loss or damage arising from the transaction, therefore protecting the advisor from any liability.

If the RSO, its members, or advisor are alleged to have violated a criminal law or a University policy or procedure, the Office of Community Standards and Student Responsibility, the Ohio University Police Department, and/or University Human Resources will review the incident and take whatever action is appropriate.

## **Non-Hazing Expectation**

No student, registered student organization, group, or other person attending or affiliated with Ohio University shall knowingly commit, participate in, or conspire to commit in any manner, acts of hazing. Hazing is a broad term that means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Hazing is against the law in the State of Ohio (Ohio Revised Code, Section 2903.31).

The Ohio University Student Code of Conduct <http://www.ohio.edu/communitystandards/code/index.cfm> defines hazing as a Code A offense as stipulated under Section 6, Mental and Bodily Harm. Section 6: Mental or Bodily Harm – (a) intentionally inflicting mental or bodily harm upon any person; (b) taking any action for the purpose of inflicting any bodily harm; (c) taking any reckless, but not accidental, action from which mental or bodily harm could result to any person; (d) causing a person to believe that the offender may cause mental or bodily harm; (e) hazing. Violations of Code A offenses may result in sanctions of suspension or expulsion of the individual or organization from the University.

### **Non-Discrimination Expectation**

No Ohio University student may be denied membership into a student organization on the basis of race, national origin, color, religion, gender, age, veteran status, sexual orientation, and/or ability status unless exempt under Title IX, gender. Those organizations must also be entitled to single-sex membership under the provision of Section 86.14 of the regulations promulgated under Title IX of the U.S. Education Act of 1972. Certain exemptions may be granted for groups such as intercollegiate and intramural athletics, social fraternities and sororities, and girl and boy scouts.

### **Financial Accountability Expectation**

All student organizations must comply with the University policies and regulations related to fiscal accountability. Only student organizations registered with the University through the Campus Involvement Center may benefit from the University's tax exempt status. The RSO President/Chair is personally responsible and financially liable for the RSO's fiscal matters.

### **Membership Requirements**

Each of the RSO President/Chair and Treasurer (or equivalent) must be a currently registered student at Ohio University. At least 50% plus 1 of the RSO membership must be comprised of currently enrolled Ohio University students (undergraduate and graduate). All RSO officers must be in good academic standing as defined by Ohio University.

### **Hold Harmless Agreement**

The RSO and its members agree to indemnify, hold harmless, defend, release, and forever discharge the University, its officers, agents, employees, and any person or persons under its direction and control from, and waive any and all responsibility of same, for any and all liability, claims, demands, actions, loss or expense (including costs and attorney's fees), loss or damage of any kind whatsoever imposed by law upon the University for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damages to property, including loss of use thereof, arising out of or in consequence of the activities of the RSO, provided such injury to persons or damage to property results from and is caused by the negligent or willful acts or omissions of the student organization, its officers, agents, employees, and any person or persons under its direct supervision and control.

## **Advisor Expectation Checklist**

As a Faculty/Staff Advisor of the aforementioned student organization, I recognize that I am committing to support the rules and guidelines of Ohio University as they pertain to this student organization. Therefore, I acknowledge the following requirements and/or expectations:

- ✓ I am a member of the university faculty or a member of the administrative staff
- ✓ I will attend the advisors training session mandated by the Campus Involvement Center
- ✓ I acknowledge that I should attend the meetings of the organization with sufficient regularity to remain cognizant of the general progress of the organization.
- ✓ I must be able to attend meetings of the student organization when needed or requested.
- ✓ I have the duty of interpreting university policies and guidelines for the organization
- ✓ I will do my best to advise the organization officers in the implementation of their duties
- ✓ I recognize that I should be knowledgeable of the financial affairs of the organization.
- ✓ I commit to continuing in the position of advisor and fulfilling its responsibility until a successor has been named by the organization in accordance with its constitution or until I resign.

Name of Student Organization \_\_\_\_\_

By signing this agreement, I certify that I have reviewed all requirements, expectations, and other information for Registered Student Organizations at Ohio University. I further acknowledge that the information provided by the above-mentioned student organization to the Campus Involvement Center is true and in compliance with the requirements for student organization registration.

\_\_\_\_\_  
Name of President (printed)                      Signature of President                      Date

\_\_\_\_\_  
Email of President                      Phone # of President

\_\_\_\_\_  
Name of Treasurer (printed)                      Signature of Treasurer                      Date

\_\_\_\_\_  
Email of Treasurer                      Phone # of Treasurer

\_\_\_\_\_  
Name of Advisor (printed)                      Signature of Advisor                      Date

\_\_\_\_\_  
Advisor's Department/Area                      Advisor's Campus/Office Phone #

\_\_\_\_\_  
Advisor's Email                      Advisor's Emergency Contact Phone #