

Student Organizations

Section: II: Student Affairs

Chapter: 4

Date Updated: June 14, 2010

4.1 Definitions

In addition to the general definitions contained in 1.2 of this section, unless the context requires a different meaning:

- a. "advisor" means a member of the University faculty or full-time staff who advises the members of an organization;
- b. "committee" means the Student Welfare Committee;
- c. "organization" means a student group holding a valid registration that has been approved by the Student Development Center;
- d. "S.D.C." means the Student Development Center director or his/her delegate;
- e. "probationary period" means the period of time between when a group of students expresses an interest in forming a student organization and when they are officially recognized and registered as a student organization with all the rights, privileges, and responsibilities of a registered student organization. During this period, student groups may not fundraise, host any social functions, distribute literature, request funds, sponsor off-campus speakers, apply for Union office space, or participate as a student organization in any authorized student or University activity. Publicity released by the forming group must clearly specify that the group is a "proposed student organization".

4.2 Faculty Senate Committee on Student Welfare

4.2.1 Composition

The Student Welfare Committee is composed of faculty and student members as prescribed by the Faculty Senate Bylaws in Section III, Academic Affairs, Chapter 1 of this Handbook.

4.2.2 Jurisdiction

The committee shall:

- a. propose, review, and evaluate the administrative policies for the recognition and registration of student organizations; and to mediate any dispute arising from the denial of recognition of a student group's petition for recognition;
- b. at the request of the President, and in adherence to the Rules and Regulations of the Board of Regents (RR) and this Handbook, review appeals from the decisions of the Hearing Officer and the Dean of Students regarding student organizations and make recommendations to the President;
- c. serve as an advisory group to the Vice President of Student Affairs on policies related to student organizations, social activities, student government, student recreation facilities, disabled student services, international programs, union services, residence life, and student support and counseling;
- d. work with the respective faculties of the various colleges to promote, support, and encourage student development through involvement and participation in the activities and programs offered by the University.

4.3 Registration of Student Organizations

4.3.1 General Provisions

- 4.3.1.1 An organization in which membership is limited to students, recognizing that faculty and staff may also be members, may become a registered student organization by complying with the registration procedures established by the chief student affairs office.
- 4.3.1.2 A full time faculty or staff advisor is required for each registered student organization.
- 4.3.1.3 A registered student organization may state that its membership is composed of students, or of students, faculty, and/or staff of the University, but it may not suggest or imply that it is acting with the authority or as an agency of the University.
- 4.3.1.4 The University shall not register any student organization or group whose actions or activities, in the opinion of the President or the Executive Vice Chancellor, are inimical to the educational purpose and work of the University.
- 4.3.1.5 Except for permissible joint sponsorship, no organization or group, whether registered or not, may use any facility of the University if it has as a member any person who is not either a student or a member of the faculty or staff of the University.

4.3.1.6 No organization shall be granted University registration:

- a. that excludes anyone from membership, either by rule or by unwritten agreement, on the basis of race, color, creed, national origin, sex orientation, or gender;
- b. whose actions or activities are inimical to the educational purpose and work of the University;
- c. that conceals any of its purposes or practices from its members;
- d. that has members which are not students, faculty or staff of the University;
- e. that has a secret membership; or
- f. that has activities or practices that constitute hazing and/or are considered dangerous, harmful, or degrading.

4.3.1.7 Student organizations, through their activities and actions, are expected to always meet the following responsibilities: respect normal University operations (i.e. class schedules, movement of traffic, etc.); honor and support the rights of its members in their academic pursuits; not deny or interfere with the rights of others (this includes respecting the dignity of the human person and the full compliance with the anti-hazing requirements of the University); refrain from discrimination in membership; represent the purpose and intent of the organization accurately and ethically, be aware of and in full compliance with applicable civil laws and University policies and regulations; and display responsible and ethical actions in all exchanges on and off campus as members of the University community.

4.3.2 Use of University Name or Sponsorship

4.3.2.1 Unless officially sponsored by the University (recognition and registration does not constitute official sponsorship) or permitted by the University President, a student organization may not use the name or any abbreviation of the University or The University of Texas System as a part of the name of the organization, and it may neither display or use the seal of the University or The University of Texas System in connection with any activity of the organization nor use such seal or seals as a part of any letterhead, sign, banner, pamphlet, or other printed material that bears the name of the organization.

4.3.2.2 A registered student organization may not advertise or promote events or activities or other functions in a manner that suggests falsely that the event or activity is sponsored by the University.

4.3.3 Application Procedures

4.3.3.1 Individuals or groups who wish to organize or have lost registered status may make an application to become a recognized student organization through the Student Development Center by filling out the Student Organization Registration Form. This must include:

1. name of proposed organization;
2. purpose of organization;
3. activities to be conducted during the probationary period;
4. type of organization;
5. proof of cumulative G.P.A. of all organization representatives or officers;
6. list of members with student identification numbers;
7. comprehensive constitution and bylaws;
8. advisor's name and signature; and
9. compliance affidavits.

4.3.3.2 Completed applications will be reviewed by the S.D.C. and the Dean of Students within 15 business days. Unless appealed in writing to the Faculty Senate Committee on Student Welfare, the application requires the approval of the Dean of Students for the student group to become recognized as a student organization.

4.3.4 Continuation of Registered Status

4.3.4.1 As a condition to being a registered student organization during a semester, every organization must submit to the S.D.C 30 days of the beginning of Fall semester a completed Student Organization Registration Form containing the following:

- a. name and campus address of the organization;
- b. type of organization;
- c. purpose of organization;
- d. membership qualifications including dues and average organization G.P.A.
- e. advisor name and signature;
- f. representative or officer names, cumulative GPAs, addresses, and phone numbers;

g. name of banking institutions, account number, and names and signatures of representatives authorized to access the account(s);

h. list of all members and student ID numbers (at least 3 students in good academic standing are required to maintain registration), and

i. signature of authorized representative certifying the organizations compliance with the University of Texas System Board of Regents' Membership Statement, Hazing Statement, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and all written policies and procedures contained in the Student Handbook.

k. a financial statement (if appropriate);

l. a current copy of the constitution and bylaws of the organization.

4.3.4.2 As a condition to being a registered student organization, every organization must submit the following information to the S.D.C. within 30 days of the beginning of Spring semester (unless otherwise specified):

a. an officer and membership update form containing the names, addresses, and student IDs of all new and/or inactive officers and members numbers (at least 3 students in good academic standing are required to maintain registration);

b. a financial statement (if appropriate);

c. a summary of the programs and activities that occurred the previous semester. A program summary is also due to the S.D.C. containing programs and activities that occur the Spring semester by the third week preceding the end of the spring semester.

4.3.4.3 A registered student organization whose registered status has been canceled by the Dean pursuant to 4.3.4.1 or 4.3.4.2 may apply for re-registration not less than six months following the date of such cancellation.

4.3.4.4 An organization that does not meet the specified deadline for registration will lose its registered status for that current semester.

4.4 Financial Responsibilities

4.4.1 Fund Raising

Before a registered student organization may solicit or raise funds under the conditions of Section 4.4.1, it must complete a Student Activity Request form, which shall contain:

- a. the name of the organization;
- b. dates and times requested;
- c. purpose and method of fund raising;
- d. location of table and/or facility for fund raising;
- e. description of food, drink, product or service to be sold or provided;
- f. signature of the organization's authorized representative;
- g. signature of the S.D.C ; and
- h. signature of the appropriate facility official.

4.4.2 Permissible Solicitation

4.4.2.1 As used in this section, the word "solicitation" means the sale or offer for sale of any property or service, whether for immediate or future delivery, the distribution of material that is designed to encourage the purchase or rental of any property product or service; the oral or written appeal or request to support or join an organization other than a registered student, faculty, or staff organization; and the receipt of or request for any gift or contribution, and the request that a vote be cast for or against a candidate, issue, or proposition appearing on the ballot at any election held pursuant to state or federal law.

4.4.2.2 No solicitation shall be conducted in any building, structure, or facility on the campus without a completed Student Activity Request form and prior approval from the appropriate facility official. The following activities are permissible solicitations not prohibited by this section if they are conducted in accordance with the rules and regulations of the University and in a manner that will not disturb or interfere with the regular academic or University programs being carried on in a building, structure, or facility, and do not interfere with entry to or exit from a building or structure or facility:

- a. the distribution, sale or offer for sale of any newspaper, magazine, or other publications by means of an unattended rack or vending machine in the area designated in advance by the University President or his/her delegate for the conduct of such activity;
- b. the sale or offer for sale of any food, drink, or other product or service that may be lawfully sold by means of a vending machine operated by the University or its subcontractor in an area designated in advance by the University President or his/her delegate for the conduct of such activity;

- c. the sale or offer for sale by the University or its subcontractor of any publication of the University or of any book or other printed material to be used in the regular academic work of the University;
- d. the operation by the University of any service or facility maintained for the convenience of the students, staff, and/or faculty;
- e. the operation by the University's subcontractor or lessee of services or facilities, maintained for the convenience of students, staff, and/or faculty to include any bookstore, specialty store, laundry, pharmacy, cafeteria, child care facility, state or federal credit union, private post office boxes, unmanned teller machines, or travel agency;
- f. the sale or offer for sale by the University, its subcontractor or a registered student organization of food and drink items and programs at athletic contests or at any other program or event sponsored or authorized by the University;
- g. the collection of tuition and fees in connection with enrollment of a student in any course or degree program;
- h. the collection of membership fees or dues by registered student, faculty or staff organizations at meetings of such organizations scheduled in accordance with the facilities use regulations of the University;
- i. the collection of admission fees for the exhibition of movies or other programs that are sponsored by the University, a registered faculty, staff, or student organization, when permitted by and scheduled in accordance with the facilities use regulations of the University;
- j. the solicitation of funds or sale or offer for sale of any food, drink, or other product or service by any registered student organization that can present to the University President, or his or her delegate, written evidence from the Internal Revenue Service that the organization has been granted an exemption from taxation under Section 501(c) (3) (Internal Revenue Code). No organization may solicit for more than a total of fourteen days, whether continuous or intermittent, during each fiscal year;
- k. occasional sales or offers of sales of goods or services that otherwise comply with state law and municipal ordinances and are conducted in the privacy of an individual University residence hall room or individual apartment when the resident of such room or apartment has given specific invitation in advance for sales persons to come to the individual residence hall room or individual apartment for that purpose, provided that neither sales nor offers of sales or goods or services within a University residence hall room or apartment by the

occupant thereof on a continuing or scheduled basis, nor door-to-door sales or offers for sales of goods or services are included in the activity permitted by this exception; and

I. the acknowledgment or advertisement by scoreboard, electronic message or banner displayed at athletic facilities pursuant to University policy.

4.4.2.3 No solicitation shall be conducted on the grounds, sidewalks, or streets of the campus, except by the agents, servants, or employees of the University acting in the course and scope of their agency or employment, or by the Student Government Association or by a registered student, faculty, or staff organization at the University.

4.4.2.4 Solicitation must be conducted in such a way that it will not disturb or interfere with the academic or University programs being carried on in campus buildings; that it will not interfere with the free and unimpeded flow of pedestrian and vehicular traffic on sidewalks and streets and at places of ingress and egress to and from campus buildings, and that it will not harass, embarrass, or intimidate that person or persons being solicited. If, after such reasonable investigation as the Dean shall deem appropriate (which investigation shall afford the accused organization every right guaranteed by the due process clauses of the United States and Texas constitutions), the Dean determines that a solicitation is being conducted in a manner that violates this subsection, that Dean shall prohibit the offending organization from solicitation on the campus for such period or periods of times as he/she shall determine to be appropriate. In the case of repeated violations of these solicitations rules, the Dean may cancel the registered status of the offending organization or impose other appropriate penalties. The distribution at no cost by a registered student, faculty, or staff organization of a newspaper, magazine, or other publication that contains paid advertising and is published at the sole expense of such organization shall comply with the provisions of this subsection.

4.4.2.5 Registered student organizations may not enter into joint sponsorship of any on-campus project or program with individuals, groups, or students that are not registered.

4.4.3 Financial Statement

a. Each registered student organization shall, within 30 days of the beginning of the fall and spring semesters, file with the S.D.C. a financial statement fully and fairly disclosing the following:

1. sources and amounts of money obtained from solicitations (sales, contributions, and/or other revenues) on campus during the preceding semester; and

2. beneficiaries and amounts of expenditures made during the preceding semester.

b. A registered student organization that during a semester receives no money or thing of value other than from its own members need file only a statement to that effect.

c. An organization failing to comply with the provisions of 4.4.3 (a) and 4.4.3 (b) shall be prohibited from solicitation on the campus until the organization places itself in compliance.

4.4.4 Debts

a. Each registered organization shall anticipate, provide for, and promptly meet its financial obligations in an honorable and business-like manner that is fair and equitable to its current and future members.

b. No organization may use the facilities of the University as long as it owes a monetary debt to the University and the debt is considered delinquent by the crediting University agency.

4.5 Officers

4.5.1 Requirements for Officers

The president and other officers of an organization (except in those organizations where constitutional requirements are higher) must:

a. Be enrolled for at least nine credit hours as an undergraduate student or at least six credit hours as a graduate student during a long semester;

b. Have a cumulative grade point average of no less than 2.0; and

c. Not be on academic or disciplinary probation of any type.

4.5.2 Duties of Officers

4.5.2.1 The president or authorized representative of the organization shall insure that the organization is duly registered in the S.D.C. and that any changes in officers, advisors, members or purposes will be so reported to the S.D.C. not later than ten (10) working days after the change has been made.

4.5.2.2 The treasurer or financial officer is responsible for, and shall maintain, complete and accurate records of all financial transactions of the organization.

4.6 Membership

No registered student organization or group may have any person as a member who is not either a student or a member of the faculty or staff of the University. A registered student organization may state that its membership is composed of students, or of students, faculty, and/or staff of the University, but it shall not suggest or imply that it is acting with the authority or as an agency of the University.

4.7 Meetings

An organization shall give its members and advisor reasonable advance notice of its meetings and shall conduct its meetings in accordance with its bylaws and constitution.

4.8 Organization Conduct

4.8.1 Organizational Standards of Conduct

Student organizations are expected to comply with all University rules and regulations and to conduct all activities within the spirit and mission of the University and the Student Development Center.

Student organizations, through their activities and actions, are expected to always meet the following responsibilities:

- a. respect normal University operations (i.e. class schedules, movement of traffic, etc.);
- b. honor and support the rights of its members in their academic pursuits;
- c. not deny or interfere with the rights of others (this includes respecting the dignity of the human person and the full compliance with the anti-hazing requirements of UTEP);
- d. refrain from discrimination in membership;
- e. represent the purpose and intent of the organization accurately and ethically, be aware of and in full compliance with applicable civil laws and University policies and regulations;
- f. and display responsible and ethical actions in all exchanges on and off campus as members of the University community.

4.8.2 Consequences of Violations

4.8.2.1 Any student organization is subject to disciplinary action or revocation of registration as a student organization by the Dean of Students for violation of a rule or regulation of the University or The University of Texas System, or of the standards of conduct expected of student organizations as provided in Section II, Chapters 1, 2, 3 and 4 of this Handbook, including rowdy or disruptive conduct at functions, on or off the

campus, and conduct unbecoming of an organization and/or that brings embarrassment to the University community.

4.8.2.2 Officers, members and advisors of the organization shall be held responsible for the conduct and activities of the organization. In addition to possible disciplinary action taken against an organization under these regulations, members are individually subject to disciplinary action for their actions under the provisions of Section II, Chapter 1 of this Handbook

4.8.2.3 In addition to charges initiated by the Dean of Students, any student, faculty, staff member, or student organization may bring charges forward against a student organization for violations of the Organizational Standards of Conduct by filing the charges with the Office of the Dean Of Students.

4.8.3 Improper Organizational Conduct

4.8.3.1 Lack or Improper Registration of the Organization

Failure to register, or failure to register properly, any student group that meets regularly or otherwise uses University facilities, as required by 4.3.

4.8.3.2 Improper Student Organizational Activity

Any activity of an organization that results in violation of Regents', University, or U.T. System rules, regulations , policies, or procedures. An organizational activity is any event, sponsored or un-sponsored, planned or unplanned, of the organization where there is a presence or participation of officers or membership.

4.8.3.3 Improper Solicitation, Fund Raising, Publicity, or Use of the University Name

Engaging in impermissible solicitation or unauthorized fundraising activities, as described in 4.4 above, or the unauthorized use of the University's name or seal or otherwise misstating sponsorship, or falsely implying approval of organizational activities by the University as prohibited in 4.3.2.

4.8.3.4 Improper Distribution or Dissemination of Informational Materials

Advocacy, either oral or written, publicly distributing on campus any petition, handbill, or piece of literature; installing, occupying, or using on campus any booth or table for wholly or partially distributing or disseminating words or materials; posting or carrying any sign or poster on campus; or publishing or aiding in publishing, or circulating or aiding in circulating, any anonymous publication which is obscene, libelous, or that is directed to inciting or producing imminent lawless action and is likely to incite or produce such action, or is directed to violating any order or instruction given by a

University official acting in the course of his or her duties in violation of the provisions of Section II, Chapter 2.

4.8.3.5 Improper Use of University Facilities

Use of facilities owned or controlled by the University in violation of the provisions of Section II, Chapter 3.

4.8.3.6 Improper Sponsorship of an Unauthorized Off-Campus Speaker

Unauthorized sponsorship of a non-University guest speaker in violation of the provisions of 2.10 above.

4.8.3.7 Hazing

Any intentional, known, or reckless act, occurring on or off the campus by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution as prohibited in 1.3.8 above.

4.8.3.8 Failure to Comply

The failure to comply with any order or instruction of an official of the University or the University of Texas System acting in the course of his/her duties.

4.8.3.9 Theft or Property Damage

Damaging, destroying, or defacing property owned, leased, or controlled by the University or a University student, staff, or faculty member; or the unauthorized taking or use of such property.

4.8.3.10 Actions Against Persons or Groups

Any physical abuse or threat of physical abuse of any person or group on the campus or at any function, program, event, or assembly conducted, sponsored, supervised or authorized by the University.

4.8.3.11 Obstruction or Disruption of Normal University Operations

Engaging in conduct, either alone or in concert with others, which obstructs or disrupts or interferes with any instructional, educational, research, administrative, disciplinary, public service, or other activity or public performance authorized to be held or conducted on the campus.

This includes, but is not limited to, any act that interrupts, modifies, or damages utility services or equipment, communication service or equipment, University computers, computer programs, computer records or computer networks accessible through the University's computer resources.

4.8.3.12 Misrepresentation of the Organization

The unethical misrepresentation of the purpose and/or intent of the organization; the failure to act within recognized norms or within the context of the constitution/bylaws of the organization; or the misrepresentation of other registered student organizations.

4.8.3.13 Lack of Financial Responsibility

Failure to make financial arrangements and meet financial responsibilities as a student group within the academic community.

No organization or group, whether registered or not, may use the facilities of the University as long as it owes a monetary debt to the University, and the debt is considered delinquent by the University or the crediting agency.

4.8.3.14 Violation of Federal, State, and Local Laws, or U.T. System and University, Policies, Rules and Regulations

The violation of any federal, state, or local laws; any provision of the Regents' Rules and Regulations of The University of Texas System, or any University policy , regulation or provision of this Handbook.

4.8.3.15 Participation by Expelled or Suspended Former Members

Unauthorized appearance or participation in organizational activities by former members after having been expelled or suspended from the University or any other component institution of The University of Texas System for disciplinary reason.

4.8.3.16 Dangerous Conduct

Members conducting themselves in a manner that endangers the health or safety of members of the University, or of visitors on the campus or any property, building, or facility owned or controlled by the University or U.T. System.

4.8.4 Investigation and Administration

4.8.4.1 When the Dean or the Dean's designee receives information that an organization has allegedly engaged in conduct that is prohibited by federal, state, or local laws, the Regents' Rules and Regulations, the rules and regulations of the University, or specific instructions issued by an administrative official of the University in the course of his/her authorized duties, he/she shall investigate the alleged violation.

After completing his/her preliminary investigation, the Dean may either dismiss the allegation as lacking merit or summon the authorized representative(s) of the organization for a conference. After conferring with the representative(s), the Dean may:

- a. dismiss the allegation;
- b. proceed administratively under 4.8.5; or
- c. prepare a statement of charges based on the allegation and proceed under 4.8.6 and 4.8.7.

4.8.4.2 Notwithstanding any other provision of this chapter, the Dean may take immediate interim disciplinary action, including suspension, pending a hearing, against an organization that violates a rule or regulation of The University of Texas System or the University, when the organization's continuing presence poses a danger to persons or property or an ongoing threat of disrupting any authorized University activity.

4.8.4.3 An organization violates a law, a Regents' Rules and Regulations, University regulation or administrative rule when:

- a. one or more of its officers or authorized members acting in the scope of his/her/their general organizational responsibilities commits the violation;
- b. one or more of its members commits the violation after the action that constitutes the violation was approved by the majority vote of those members of the organization present and voting;
- c. one or more members of a committee of the organization commits the violation while acting in the scope of a committee's assignment;
- d. a majority of the members of an organization acting with apparent authority of the organization commit the violation;
- e. one or more of its officers are aware of the violation and condone the violation and/or do not take action to report or remedy the violation;
- f. one or more of its members, or guests, on property owned, leased, or under the central control of the organization or University, commits or permits, by failure to continue such actions, such violations.

4.8.4.4 An individual student may be disciplined for a violation under Chapter 1, even though the organization of which he/she is a member is penalized under 4.8 for the same violation or for a violation growing out of the same factual transaction.

4.8.5 Administrative Dispositions of Violations

When the authorized representative of the accused organization does not dispute the facts upon which the charges are based and executes a written waiver of the hearing procedures, the Dean shall assess a penalty that is appropriate to the charges. The authorized representative shall be informed of the action taken in writing. The decision of the Dean on penalty may be appealed, as in the case of a decision rendered subsequent to a hearing. The appeal is limited to the issue of penalty, and no transcript will be required.

4.8.6 Notice

4.8.6.1 Before the Hearing Officer holds a hearing on an alleged violation, the Dean shall notify the accused organization concerned by letter of the date, time, and place for the hearing. The notice shall be delivered in person or mailed to the authorized representative of the organization at the address appearing in the registrar's records and a copy mailed to the organization's advisor.

4.8.6.2 The letter shall specify a hearing date not less than ten (10) days after the date of the letter.

4.8.6.3 A letter mailed under 4.8.6.1 shall:

- a. direct the accused organization to appear on the date and at the time and place specified;
- b. contain a copy of the statement of charges to include a statement of the evidence supporting such charges;
- c. advise the accused organization of its rights:
 - 1. to a private hearing;
 - 2. to appear, present testimony of witnesses, present documented evidence, cross-examine witnesses, and be assisted by an advisor of choice. The advisor may be an attorney. If the accused organization's advisor is an attorney, the Dean's advisor may be an attorney from the Office of General Counsel of the University of Texas System. An advisor may confer with and advise the Dean or accused organization, but shall not be permitted to question witnesses, introduce evidence, make objections or present arguments to the Hearing Officer;
 - 3. to challenge the person designated to hear the charges;
 - 4. to know the identity of each witness who will testify against the organization;

5. to have a copy of documents to be introduced;
6. to present witnesses, request the production of documentary and other evidence, and offer evidence and argue in its own behalf;
7. to cross-examine each witness who testifies against the organization;
8. to have the hearing recorded; and
9. to appeal under 4.8.9.

d. contain the name of the person appointed to act as Hearing Officer;

e. contain the names of witnesses who will testify against the accused organization, a brief summary of the testimony to be given by each, and a copy of documents and other evidence that will be introduced against it;

f. advise the accused organization of the Dean's right to have in advance of the hearing a list of the witnesses to be presented by the organization, a brief summary of the testimony to be given by each, and a copy of documents and other evidence to be introduced.

4.8.6.4 If the organization fails to appear without a valid reason, the Dean may proceed with the hearing in the organization's absence.

4.8.7 Hearing

4.8.7.1 The hearing is informal and the Hearing Officer shall provide reasonable opportunities for witnesses to be heard. The hearing is closed, except that, at the request of the organization, the Hearing Officer may allow other persons to attend, including the organization's advisor and not more than five (5) members of the organization.

4.8.7.2 The Hearing Officer may be challenged only as provided in 1.6.4 above.

4.8.7.3 The Hearing Officer shall have and exercise such power and authority as may be deemed appropriate or necessary to insure that a fair and impartial hearing of the charges is conducted. At the discretion of the Hearing Officer, one or more commissioned peace officers from the Police Department of the University shall be available throughout the hearing to enforce the orders and rulings of the Hearing Officer, control admission to the hearing room, and perform other duties as the Hearing Officer may require.

4.8.7.4 The Dean shall furnish a suitable room, necessary equipment, and clerical assistance for a hearing.

4.8.7.5 To the extent consistent with this subchapter, the Hearing Officer and the Dean shall follow the procedural and evidentiary regulations set out in Chapter I.

4.8.8 Penalties

The Dean under 4.8.5, or the Hearing Officer after a hearing under this subchapter, may impose the following penalties after finding that an organization has violated a law, a Regents' Rule or Regulation, University policy or administrative procedure:

- a. suspension for a specified period of the organization's right to do one or more of the following:
 - 1. publicly post signs;
 - 2. install a table;
 - 3. publicly assemble or demonstrate;
 - 4. sponsor or present a public performance;
 - 5. publicly raise funds or make a solicitation;
 - 6. reserve the use of University facilities;
 - 7. participate in intramural athletics; and
 - 8. recruit members.
- b. suspension for a specified period of the organization's registration;
- c. cancellation of the organization's registration, which may be permanent;
- d. disciplinary probation that indicates that further violations will result in suspension or cancellation. The Dean or the Hearing Officer may impose conditions related to the offense and failure to meet the condition(s) shall be considered an additional violation;
- e. other penalties as deemed appropriate by the Dean or Hearing Officer

4.8.9 Appeal

4.8.9.1 Either the Dean or the accused organization may appeal the decision to the President.

4.8.9.2 An appeal must be made within fourteen (14) calendar days after the parties have been notified of the decision. If the decision is sent by mail, the date the decision is mailed initiates the fourteen (14) day period.

The notice is informal, but shall contain the organization's name, the date of the decision or action, if any, and the name of the organization's representative if any. If the Dean is the appellant, a copy of the notice shall be sent to the organization on the same day notice is served by the Dean.

4.8.9.3 If notice of appeal is timely given as provided in 4.8.9.2 above, the Dean, at the Hearing Officer's direction, shall prepare the hearing record; the Hearing Officer shall certify its completeness and accuracy; and the Dean shall send it to the President, with a copy to the organization on or before the fourteenth (14th) calendar day after the notice of appeal is given.

4.8.9.4 In order for the appeal to be considered, all necessary documentation to be filed by the appealing party, including written arguments in support of the appeal, shall be submitted to the President within fourteen (14) calendar days after the notice of appeal is given and the transcript, if any is available.

4.8.9.5 Notice of appeal timely given by an appellant organization suspends the imposition of penalty until the appeal is finally decided, but interim action may be taken as authorized under 4.8.4.2.

4.8.9.6 The decision will be reviewed upon the basis of the transcript if any, and evidence considered at the hearing. Both parties may, at the discretion of the President, present oral arguments to a representative of the President.

4.8.9.7 The President may approve, reject, or modify the decision in question or may require that the original hearing be reopened for the presentation of additional evidence and reconsideration of the decision. The action of the President shall be communicated in writing to the accused organization and the Dean within thirty (30) calendar days after the appeal and related documents have been received. The decision of the President is final.

4.8.10 Disciplinary Records

The Dean shall maintain a permanent written disciplinary record for every organization assessed a penalty of suspension or cancellation of registered status. A disciplinary record shall reflect the nature of the charge, the disposition of the charge, the penalty assessed, and any other pertinent information. This disciplinary record shall be separate from any academic record, shall be treated as confidential, and shall not be revealed except upon written request of the organization's authorized representatives or in accordance with applicable state or federal laws.