

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 4902

Student Clubs and Organizations

Date Adopted: 01 April 1993

Date Revised:

Date Reviewed: 24 March 2014

References:

Student organizations must register each academic year with the Office of the Vice President for Enrollment Management and Student Services or the State Campus Student Services Coordinator, as applicable. While registration entitles an organization to certain rights prescribed under the “*Rights and Responsibilities of Registered Clubs*,” it does not imply COM-FSM sponsorship or approval. All organizations are to observe local, state, and national laws, and all rules and regulations of the college including those describing the responsibilities of clubs.

Membership in organizations must be open to all persons without regard to race, sex, religion, disability, island of origin, or sexual orientation. Membership in organizations is voluntary. Members may disassociate at any time.

COM-FSM assumes no legal responsibilities for any student activities held off campus. Advisors are required, and at least one advisor must be a member of the COM-FSM faculty and staff.

Rights and Responsibilities of Registered Clubs

Registered student clubs, their officers, members and advisors are expected to take responsibility for all aspects of their activities including, but not limited to:

1. Uphold all local, state, and national laws.
2. Handle the club’s finances responsibly and honestly by: (a) depositing all fund raised money in a bank account under the club’s name (the account must require two signatures for all transactions, one of which must be the faculty/staff advisor); (b) filing an annual financial report from the club treasurer in May, describing the financial transactions including all money raised and all money spent; and (c) fulfilling all financial obligations within 30 days of receiving bills and conduct all financial business in an honest manner.
3. Comply with all college policies and procedures regarding: (a) health and safety, (b) use and scheduling of college facilities and property; and (c) student conduct and due process.
4. Send a representative to all Student Body Association (SBA) meetings.
5. Have only full-time students as voting members and officers.
6. Not allow their club to be used as a “*front*” for an off-campus group in order to obtain preferential use of campus facilities or resources.
7. Conduct all businesses (including officer elections) in an orderly and democratic fashion.
8. Not discriminate on the basis of race, sex, religion, disability, island of origin, or sexual orientation.

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 4902

9. Maintain a current list of officers' names and addresses in the Office of the Vice President for Enrollment Management and Student Services or the State Campus Student Services Coordinator, as applicable.
10. Register with the Office of Vice President for Enrollment Management and Student Services (or State Campus Student Services Coordinator, as applicable) annually, and notify the Office of Vice President for Enrollment Management and Student Services (or State Campus Student Services Coordinator, as applicable) if the club is planning to devolve.
11. Hold at least one publicized meeting per semester. Publicized is defined as posting an announcement on designated bulletin board on campus.
12. Continued registration is dependent upon the club's compliance with the above requirements and the completion of an annual application for registered clubs status.