

University of Minnesota, Morris Campus Policy

Administrative
Classification of Student Organizations on the Morris
Campus
Adopted by the Student Services committee:
February 11, 2009
Adopted by the Campus Assembly: April 28, 2009

Classification of Student Organizations on the Morris Campus

Classifications

1. **Independent Student Group (ISG)**

Definition: A voluntary association comprised primarily of students that has no direct relationship to the University, but upon completion of the established registration process is entitled to certain privileges including: operating, meeting, advertising, and participating in activities on the University of Minnesota, Morris campus; as well as eligibility to receive services from Student Activities.

2. **University Recognized Organization (URO):**

Definition: A voluntary association comprised of University students which is recognized for its specific function by the University and is entitled to certain privileges including operating, meeting, advertising and participating in activities on the University of Minnesota, Morris campus as well as receiving services from Student Activities.

3. **University Campus Life Program (CLP)**

Definition: A University of Minnesota program similar to a student organization in purpose and composition whose activities, operations, and decision making processes are directly governed by University academic or administrative departments, and for which the University is ultimately responsible.

Registering a student group as a CLP means that this group must be affiliated with a University of Minnesota academic or administrative department and have a designated University faculty or staff advisor. The CLP and its advisor must be approved annually by the head of the host department and comply with all policies and procedures applicable to student groups, except as otherwise provided therein. All CLP operations and activities shall be subject to the oversight of the host department. Registration as a CLP grants the student group certain privileges and services not available to Independent Student Groups and University Recognized Organization.

Note: It is possible to change a group's classification once registered with Student Activities; this should be done in consultation with a Student Activities staff member. A signed statement from the group's sponsoring department is required to change a group's classification to or away from a University Campus Life Program.

Independent Student Groups' Relationship to the University

Independent Student Groups are not units or agents of the University, and shall not represent themselves as such.

Events and activities conducted by Independent Student Groups shall not be considered University-sponsored under this policy unless the Director of Student Activities or his/her designee confirms University sponsorship in writing.

Independent Student Groups shall adhere to guidelines and practices appropriate to the relationship established in this policy, including, but not limited to:

- 1. Use of the University of Minnesota Name, Marks and Logos**

Independent Student Groups shall not use the name University of Minnesota, Morris, any abbreviations thereof, or the University wordmark in conjunction with the name of the organization, including use for promotional materials or clothing. Student groups may use the word University to indicate the geographical designation at the University of Minnesota, Morris. (See Naming Your Student Group further in this section) Independent Student Groups may use University of Minnesota, Morris logos and images in accordance with University graphic standards and policies. These images may not be used in a way that expresses or implies University endorsement or approval of the student group or its programs and activities. Contact University Relations with questions about using these logos.

- 2. University of Minnesota Letterhead and Stationery**

Independent Student Groups shall not represent themselves as conducting or authorized to conduct official University business and shall not use University letterhead or stationery.

- 3. Employment**

Independent Student Groups shall not hire or maintain employees.

- 4. Liability Insurance**

Independent Student Groups and members and officers of Independent Student Groups are not covered by the University's liability insurance.

- 5. Advisors**

Independent Student Groups, while independent of the University, are encouraged to seek a University faculty or staff advisor. Faculty and staff advisors are eligible for defense and indemnification for claims brought against them in connection with their advising activities according to the provisions of the Regents Policy: Legal Defense and Indemnification of Employees. Faculty and staff are encouraged to provide advising services to student organizations. Student Organizations may have advisors who are not faculty or staff of the University, though these individuals will not be protected by the University. Independent Student Groups may have community non-university advisors, however, these individuals will not be covered by the University's liability insurance.

University Recognized Organizations' Relationship to the University

1. Use of the University of Minnesota Name, Marks and Logos

As University Recognized Organizations speak for the student body or a portion of the student body, they may use the name University of Minnesota, Morris, in conjunction with the name of the group in a way that shows this representation (such as *The University Register*, the campus newspaper of the University of Minnesota, Morris). University Recognized Organizations may use University of Minnesota, Morris logos and images in accordance with University graphic standards and policies. These images may not be used in a way that expresses or implies University endorsement or approval of the student group or its programs and activities. Contact University Relations with questions about using these logos.

2. University of Minnesota Letterhead and Stationery

University Recognized Organizations are recognized as acting on behalf of their constituent groups and may be authorized by the Director of Student Activities to use University of Minnesota Letterhead and Stationery so long as it identifies the group and not a department or discipline.

3. Employment

University Recognized Organizations shall not hire or maintain employees. University Recognized Organizations do qualify for services provided by University employees who will be coordinated through the Office of Student Activities.

4. Liability Insurance

University Recognized Organizations and members and officers of University Recognized Organizations are not covered by the University's liability insurance.

5. Advisors

University Recognized Organizations are strongly encouraged to seek a University faculty or staff advisor. Faculty and staff advisors are eligible for defense and indemnification for claims brought against them in connection with their advising activities according to the provisions of the Regents Policy: Legal Defense and Indemnification of Employees. Faculty and staff are encouraged to provide advising services to University Recognized Organizations.

Campus Life Programs' Relationship to the University

University Campus Life Programs (CLPs), are University entities and subject to all responsibilities and entitled to all privileges thereof, including use of the University names and symbols and University liability insurance coverage. Employees of CLPs are employees under the host academic or administrative department. Campus Life Programs are required to have a designated University faculty or staff advisor.

Naming your Student Group

- **Changing your Group's name once registered:**
Once your group is registered with Student Activities, the name of your organization will be published by the Office of Student Activities. In order to change your group's name, groups will make a formal request to change their group's name to the Director of Student Activities.
- **Use of Copyrighted or For-Profit Organization Names Policy:**
Student groups may not use any copyrighted names within their group's name without written permission from the copyright owner. Student groups also may not use any for-profit organization's name within their group's name. Student Activities reserves the right to refuse registration to any group representing or using a copyrighted or for-profit organization.
- **Use of "University of Minnesota:"**
Because Independent Student Groups are independent of the University of Minnesota, Morris, their names may not imply that they are part of the University of Minnesota, Morris. Independent Student Groups shall not use the name "University of Minnesota, Morris," any abbreviation thereof or the University wordmark in conjunction with the name of the organization. Student groups may use the word "University" or the geographical designation "at the University of Minnesota, Morris." The following are examples of acceptable names for student groups: "The Gardening Club at the University of Minnesota, Morris," "The Campus Gardening Club," "The Morris Gardening Club," "The Student Gardening Club," and "The University Gardening Club." "The University of Minnesota, Morris Gardening Club, however, is not acceptable, as it implies that the club is part of the University.

Responsibility and Accountability

Each student group shall be responsible and accountable for the individual and collective conduct of its members in the course of the group's operations and activities.

1. **Responsibility of Officers**
The group officers or members identified on the group's current registration materials shall be personally responsible and accountable for the operations and actions of the group. This personal assumption of responsibility and accountability shall be stated explicitly on registration materials. In the event of an officer change, a group shall have 30 days in which to submit updated materials.
2. **Internal Policies and Procedures**
Student groups shall have the privilege and responsibility to develop and implement appropriate internal policies and procedures governing operations, activities, and the conduct of members. These groups shall also be responsible for informing members of such policies and procedures, including the potential consequences if violated. The responsibility for development, implementation, administration, and enforcement of

such policies and procedures shall be exercised on behalf of each student group by the group's officers, in accordance with the group's constitution.

3. **Student Service Fee Funding**

Student groups that receive funding from the Student Services Fees shall have additional responsibility and accountability to the University community through the Activity Fee Review Committee for all aspects of operations and activities relating to and involving Student Services Fees funds.

This accountability is a required condition of the voluntary act of requesting and receiving Student Service Fees funds, and in no way alters the status of the student group in relationship to the University.

4. **University Interests**

University Campus Life Programs shall have an additional obligation to consider and act in accordance with best interests of the University in all aspects of operations and activities. The host academic or administrative department, through the designated staff or faculty advisor, shall assure compatibility between the group's operations and actions and University interests.