

GRADUATE STUDENT ASSOCIATION

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GSA by-laws
Article I, Section 4:

SPECIAL INTEREST AND INTERNATIONAL CLUBS RECOGNITION POLICY GUIDELINES

INTRODUCTION

The Graduate Student Association encourages, supports and sponsors the formation, growth and activities of clubs that benefit the graduate student community with services not already being provided by the GSA or departmental clubs. This allows groups of students who share common interests to carry out activities as organized bodies for educational or recreational purposes. The Graduate Student Association has the authority and responsibility to recognize special interest and international clubs, and to insure that recognized clubs conform to the policies, which it endorses, and to University rules and regulations.

Recognized campus clubs are urged to address the overall spirit of the principles of non-discrimination by encouraging broad participation in their activities and programs. Furthermore, student clubs are encouraged to plan their activities in functional and accessible facilities providing reasonable services and accommodations when meeting on or off campus.

The GSA reserves the right to deny recognition to new clubs, and to review, sanctions or revoke existing ones when it deems it appropriate.

RECOGNITION OF CLUBS

Recognition implies that the Club has been incorporated into the Graduate Student Association. It allows the clubs to use University facilities, services, rental equipment, advisory services, publicity outlets, and to seek funding from the GSA for its activities.

Special interest and international clubs must be recognized by the GSA Senate every year **by the December Senate Meeting.**

It is the responsibility of previously recognized clubs to seek annual recognition.

REQUIREMENTS FOR RECOGNITION OF STUDENT ORGANIZATIONS:

For the purposes of this document, a **graduate student** is a student who pays or would pay the Graduate Mandatory Student Fee (i.e. not Medical, Dental, Law, Graduate Management Association, etc.).

In order for a student club to qualify for recognition:

1. Its membership must be open to any member of the graduate student body of the University at Buffalo who chooses to belong.
2. It must demonstrate to the satisfaction of the GSA Senate that its purposes are of cultural, social, or educational nature and that its overall purpose will be of general benefit to the university community.
3. It must show that its purposes materially differ from any other GSA club already established on this university.
4. It must submit a constitution or have one on file at the GSA.
5. It shall hold regularly scheduled meetings at least once a month, and it shall furnish minutes of all its proceedings, copies of which will be sent to the GSA office to be kept on file.
6. All club meetings and events must be advertised; the name of the club as stated in its constitution shall be used.
7. All special interest and international clubs must send a representative to GSA Senate meetings.
8. If the Senate representation is missed at more than two consecutive Senate meetings, the club shall have its budget frozen, to be reinstated only when this representative appears at a subsequent Senate meeting.
9. For purpose of attendance at Senate meetings, no person can represent more than one club.

WITHDRAWAL OF RECOGNITION:

Recognized clubs may be sanctioned for any of the following causes:

- a) Disregard of any of the requirements for student clubs.
- b) Knowingly sponsoring, urging, or engaging in actions on or off campus by individuals, clubs or groups which violate the GSA constitution, its bylaws, University rules and regulations, local, state or federal laws.
- c) Fiscal irresponsibility.

The sanctions may include but are not limited to one or more of the following: budget freeze, probation for a specified time, suspension of recognition for a specified time, and revocation of recognition.

PROCEDURE FOR RECOGNITION

Clubs seeking recognition MUST provide the following documentation to the Vice President for review and consideration:

- Club recognition form
- Club data form
- Election Verification Form
- Statement of Purpose
- Senate Sheet
- Proposed Budget Sheet (Special Interest Clubs Only)
- Constitution
- * -Photocopies of valid student I.D. cards of officers and six members of the club (total of ten ID copies needed)

The above forms are available at the GSA office, 310 Student Union.

The deadline for documentation submission is at least one week before the Senate meeting where the recognition is to be considered. Failure to meet the deadline will result in the delay of the club recognition until the next Senate meeting. Recognition pending required documents will not occur.

Clubs will be invited to a hearing before the Executive Committee for the purpose of clarification (if necessary). The Vice President presents the club's request for recognition to the Senate for consideration and final action.

CONSTITUTION

Each student club must develop a constitution, which includes a statement of purpose, membership eligibility, elections of officers, and the frequency of meetings, and policies of the club. (see attached example). For club renewal of recognition it is not necessary to resubmit the constitution or statement of purpose as long as no changes were established.

MEMBERSHIP

(a) Membership in the club must include a minimum of TEN currently enrolled graduate students to qualify for recognition. The GSA will make available, upon request and approval of the Vice President, advertising space in the student publications for those graduate students that seek initial membership for the formation of a club.

(b) Voting membership shall be limited to currently enrolled graduate students. Some clubs may wish to include faculty, staff, spouses, undergraduates, other grad-professional and non-students in their programs and activities, but they shall not be officers or voting members.

(c) No more than 50% of the membership of any special interest or international club may belong to any one departmental club.

OFFICERS

All officers must be currently registered graduate students. When new officers are elected, new documentation must be submitted.

Officers of any international or special interest club are forbidden to hold office of any other international or special interest club. However, they may be part of the active membership of any number of them. Departmental club officers can hold office of one other club of special interest or international nature.

FUNDING OF ACTIVITIES

See budgetary guidelines and regulations for Graduate Student Association Organizations. Section III B and C.

For allowable expenditures see Section III, A, 1-4 and 6.