

Student Organizations Policies

on doors, vehicles, trash cans, cigarette butt holders, windows, light poles, trees, telephone poles, built-up areas of a building, whether inside or outside, or any other object or area. The only exception to this policy is spirit signs on the outside of buildings by the spirit organization "SICSIC," or other exceptions as given by the Dean of Students.

3. Use of bulletin boards for departmental use only will be in accordance with the rules of the department.
4. Banners may be hung from the exterior of University residence halls with the approval of the Hall Director of the living unit. Banners, sandwich boards, lawn signs, and other staffed, temporary forms of advertisements (including signs with rope) may be hung in the area across from the Business Administration Building or in the Bowen-Thompson Student Union Mall, or such areas as permitted by the Dean of Students. These items must be removed upon the completion of the event. To reserve these areas for posting banners, contact the Bowen-Thompson Student Union Conference Services Office, 231 Bowen-Thompson Student Union.
5. Distribution or posting of advertisements, within University residences and dining facilities other than the

Event Management

Events planned and/or sponsored by BGSU registered student organizations enrich the lives and interests of all community members.

4. If authorized, solicitations are permitted in University buildings, except for the Bowen-Thompson Student Union and the University Bookstore, where merchandise is sold under the regulations established by the management of those facilities.

Guest Speakers

It is the policy of the University to foster a spirit of free inquiry and to encourage the timely discussion of a broad range of issues provided that the views expressed are stated openly and are subject to critical evaluation. Within our prevailing standards of decency and honesty, this policy shall be construed to mean that no topic or issue is too controversial for intelligent discussion on the campus. Restraints on free inquiry should be held to that minimum which is consistent with preserving an organized society in which change is accomplished by peaceful, democratic means.

To this end, a registered student organization may invite guest speakers to the campus subject only to the following provisions:

1. Space for the event must be registered with the Bowen-Thompson Student Union Conference & Event Services Office if University facilities and services are to be used. Individuals or registered student organizations interested in planning an all-campus event are urged to contact the Office of Campus Activities and the student organization advisor for assistance in making these arrangements.
2. Sponsorship must be by a registered student organization.
3. It must be made clear that the student organization, not the University, is extending the invitation and that any views the speaker may express are his or her own and not those of the University.
4. The student organization must take whatever steps are necessary to ensure that the event is conducted in an orderly manner. The Office of Campus Activities is available to advise on planning major events.
5. The student organization is encouraged to provide means for critical evaluation of the speaker's view which might include an open question period following the speaker's presentation.
6. Guest speakers must also comply with the University's policy concerning Political Campaigning.

Hazing Policy

1. In keeping with its commitment to a positive academic environment, the BGSU community is unconditionally opposed to any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment or ridicule. Respect and cooperation among peers within registered student organizations is a guaranteed right that all students possess, regardless of race, sex, sexual orientation, gender identity, gender expression, color, national origin, ancestry, genetic information, pregnancy, religion, age, marital status, disability, or status as a veteran. Hazing is a Code of Student Conduct violation and a crime in Ohio.
2. Hazing encompasses any action or activity which does not contribute to the positive development of a person; which inflicts or intends to cause physical or mental harm or anxieties; and/ or which demeans, degrades or disgraces any person regardless of location, intent or consent of participants. Hazing can also be defined as any action or situation that intentionally or unintentionally endangers a student for admission to or affiliation with any student organization.
3. To anonymously report an allegation of hazing, please call 419-372-HAZE(4293).

Late-Night Event Policies

Bowling Green State University supports co-curricular programs because they promote students' learning, growth, and development. Late night programs contribute to the institution's educational mission by providing alternative, on campus events for students that do not involve alcohol. Furthermore, planning a late night event provides students with opportunities to learn about event management, financial planning, and advertising. To promote student learning consistent with the Core Values of Bowling Green State University, the University Learning Outcomes and to create a safe environment for these programs, BGSU has adopted a Late Night Event Policy.

This policy applies to all indoor and outdoor events that conclude after midnight. To register a late night event, the Late Night Event checklist must be submitted at least one month prior to an event in the Office of Campus Activities. No more than one late night event may occur on any one weekend, and no late night events may occur during Homecoming, Family Weekend, and Sibs N Kids Weekend.

1. The event must be registered with the Office of Campus Activities, 401 Bowen-Thompson Student Union. The sponsoring organization hosting a late night event must follow all procedures as outlined in the Late Night Event checklist. The Late Night Event checklist must be completed in its entirety at least two weeks prior to the scheduled late night event.
2. The organization must be in conduct and financial good-standing with the University in order to host an event.
3. Late night events must end by 1 a.m. unless approved as an overnight event by the Late Night Review Committee.
4. Overnight events may not exceed 8 days and 7 nights in any one semester including adjacent break periods.
- 5.

8. The sponsoring organization is responsible for the cost of repairing or replacing all damages, including but not limited to furniture repair or replacement, gum removal, extra custodial services, and structural damages to the premises as a result of the event.
9. Temporary structures:
 - a. No structure may be erected on campus grounds without prior written approval. The approval must be secured at the time the activity is registered.
 - b. May have no more than three (3) closed sides,
 - c. May not house generators, space heaters or cooking equipment, and
 - d. Must comply with all State of Ohio Codes.
10. Personal property in a temporary structure must be attended at all times. Unattended personal property will be confiscated by the University.
11. Non-BGSU student attendees must be eighteen years of age or older, have a valid government-issued photo ID, and be accompanied by a BGSU student host who will sign in the guest and assume responsibility for the guest's behavior. Each BGSU student may only host one non-BGSU student during any late night event.
- 12.

educational purposes of the University; (2) the intended use does not conflict with use by academic programs or academic organizations; and (3) the space has not already been reserved by another organization. If the majority of the attendees are not current students or staff of the University and/or anyone is providing any type of payment in

The Perry Field House includes the indoor track, Jack Gregory Turf Room, Activity Room and Meeting Room. It is a multipurpose facility used for classes, athletics, intramural and sport clubs as well as being available for informal activity.

-

Note: Recreational areas such as the basketball courts adjacent to the Kreischer and Harshman Quadrangles are reserved through Recreation and Wellness, as provided above.

9.

G. Appeals of Space and Grounds-Use Request Denials

Departments or student organizations whose requests for the use of campus grounds, academic or nonacademic facilities are denied may appeal to the Office of Student Affairs or the designee of that office as follows:

- a. A written appeal to the Office of Student Affairs describing the objections to the denial must be filed no later than five (5) University working days after receipt of notice of the denial. Notice of the appeal will be provided by the Office of Student Affairs to the office which denied the request.
- b. The Vice President for Student Affairs shall convey the appeal decision, in writing, to the department or student organization with a copy of the decision being provided to the office which denied the request.
- c. Departments or student organizations may not appeal beyond the Vice President for Student Affairs.

Speak Out Area

Bowling Green State University is committed to the ideals and constitutional rights associated with freedom of speech. It is a given that

Spot Funding

Organizations may submit a request, not to exceed \$2,000 per hearing, to cover expenses not anticipated during annual or semester funding cycles. The Spot Funding process occurs periodically throughout the academic year. After the hearing, awarded funds are available to organizations that meet all requirements as stated in the allocation.

Annual Funding

The Annual Funding process is available by request to organizations for the next fiscal year. The hearing process occurs in the spring semester and allocated funds are available the following July 1 to organizations that meet all requirements as stated in the allocation. This process will require forms to be completed and subsequent hearings. Student organizations that desire to apply for annual funding

- x Full-time BGSU employees may not receive more than \$100 in an honorarium. Honorariums may be provided for speaking engagements, consultations and training. BGSU employees may not receive payment for performing services that are considered to be within the scope of their BGSU employment.
- x Organizations may not pay their advisor for services.

Operations Funds

Operating funds are awarded to support day-to-day expenses of registered student organizations.

Appropriation of these funds is not to exceed the following according to the type of student organizations:

- x Media organizations – \$20,000
- x Sports clubs – \$10,000
- x All other organizations – \$2,000

Operation funds may be spent for costs of within the following limitations:

- x No expenses for food at meetings
- x No expenses for salaries, stipends or wages
- x No expenses for personal computer purchases

Travel Funds

Travel funds are awarded to support and to assist with travel expenses that directly aid the organization in achieving its mission. Travel includes conferences, training sessions, competitions, and other off-campus events outside the city of Bowling Green, Ohio, which enriches the resources available to student organizations. Travel funds must be spent in compliance with the BGSU Travel Policy. Funds to support participation in tournaments or competitions that require qualification should be requested only after the organization has qualified.

Travel funds may be used to cover the costs of:

- x Vehicle rental
- x Lodging
- x Tolls
- x Registration and entry fees
- x Mileage reimbursement for travel beyond 50 miles from campus, at the standard University rate
- x Advisor travel cost as prescribed by the BGSU travel policy

Travel funds cannot be used to cover the costs of:

- x Food during travel
- x Conference travel for graduate students pursuing professional development

Funding Policy Exemptions

Organizations may appeal to the Dean of Students for exemption from specified parts of the above policies if a policy prevents an organization from accomplishing its mission. An exemption request must be made prior to submitting the associated funding request. SBC will consider a funding request with a policy exemption only if the exemption has been granted.

Appeals

SBC decisions may be appealed to the Dean of Students. Such appeals must be submitted to the Office of Campus Activities within two (2) weeks of the decision being sent to the organization. The decision of the Dean of Students is final.

SBC Membership

The SBC is comprised of 11 students. The Undergraduate Student Government (USG) treasurer and the Graduate Student Senate

Student Organization Categories

- x Academic Affiliated - Groups in this category are often linked to an academic program or administrative office in a formal

2. Organizations must maintain records of how their funds are generated and disbursed. This includes an account of the amount of funds, the methods by which funds are generated and expended, and an account of the amount and object of expenditures. Organizations are to keep receipts for moneys collected.
- 3.

G. Monetary Guidelines

Any person or organization using University funds for travel must comply with the expenditure guidelines established by the Bowling Green State University Office of the Treasurer.

H. Exemptions

Requests for exemptions to any of the aforementioned policies are subject to approval by the Dean of Students or designee.