

## II. STUDENT LIFE

### STUDENT ORGANIZATIONS

Mount students have the opportunity to engage in leadership experiences through their involvement in student organizations, which are responsible for the development and implementation of student events on campus under the guidance of the Office of the Dean of Students and the Office of Student Engagement and Leadership.

By getting involved with a student organization, students become active participants in their campus community and create programs that help students make a better connection to the Mount. Students involved in organizations in a leadership role gain valuable organizational skills that set them apart from their peers and enhance their resume as they pursue educational career opportunities beyond the Mount. All of this results in stronger academic performance and greater overall satisfaction with their experience. All information about student organization operations can be found in the Student Organization Manual located on myMount.

#### 1. STUDENT ORGANIZATION RECOGNITION PROCESS

There are two types of student organizations that exist at Mount St. Joseph University:

##### **SGA Recognized Student Organizations**

SGA recognized organizations receive official approval from the Student Government Association and the Office of the Dean of Students after completing the recognition process stated below. They must have a minimum of five active members and be open to all Mount undergraduate students only, as a portion of the undergraduate general fee funds these organizations' activities. SGA recognized organizations are permitted to apply for funding through the Finance Committee of SGA.

##### **University Recognized Student Organizations**

University recognized organizations are those that have not sought recognition by SGA, but are recognized by another University office or department. These organizations should consult their sponsoring office or department for details regarding their recognition processes.

##### **Annual Student Organizations SGA Recognition Process**

The Office of Student Engagement and Leadership monitors the student organization recognition process for SGA recognized organizations. For a student organization to be formally recognized by SGA, the group must submit an updated registration packet to the Office of Student Engagement and Leadership at the beginning of each Fall semester.

The following must be included in this packet:

- Updated constitution that includes a mission statement, membership requirements and duties of officers;
- List of active members and their signatures, a minimum of five not including the advisor
- Bank Signature Form that indicates all organization officers and one advisor that will be granted access to the organization's funding;
- Student Organizations Registration Form.

All forms noted above can be found on myMount under **Mount Community > Student Organizations > Annual Student Organization Registration.**

*NOTE: If changes occur any time during the year, the student organizations information must be updated immediately with the Office of Student Engagement and Leadership.*

This information is part of Mount St. Joseph University's Student Handbook.

## 2. STUDENT ORGANIZATION RIGHTS

All recognized organizations have the right to the following with approval from the Office of Student Engagement and Leadership and the approval of other campus resources where stated:

- Utilize campus facilities with approval of Campus Events and Conference Services;
- Request audio-visual equipment with approval of Information Services and Support;
- Use the University's name in its communications pertaining to the organization in a manner compliant with the University's Brand Standards;
- Advertise organizational activities on campus in a manner compliant with the University's advertising policy;
- Open a student organization finance account through Fiscal Operations;
- Host an approved fundraiser with the approval of the Division of Institutional Advancement.