

2 Rights and Responsibilities

2.1 Rights

2.1.1 Relationship Statement

Recognized Student Organizations (RSOs) may be officially recognized when formed for purposes that are consistent with the philosophy and goals that have been developed for the creation and existence of Texas A&M University-Corpus Christi. Approval for recognition is granted by the Vice-President for Student Affairs through the Director of University Center and Student Activities. In order to be recognized and to retain official recognition, student organizations must meet certain requirements and, in turn, agree to comply with regulations and procedures established for the governance of student groups. The institution acknowledges the wide range of groups that exist on a diverse campus. Therefore, it has established categorical descriptions to more clearly define the status and benefits for various organizations, to develop a system of governance for student organizations and to develop unity among the various organizations and a sense of loyalty to Texas A&M University-Corpus Christi.

2.1.2 Rights and Obligations

Recognized student organizations at Texas A&M University-Corpus Christi have rights and obligations associated with their official status. Their rights include:

Organizational Mailbox: University Center and Student Activities will provide a mailbox for each RSO that should be checked regularly by an officer of the organization for important university and university-related correspondence, as well as the organization's general mail.

Mailboxes are located in the Student Organization Center (SOC) and are provided for all student organizations. Mail for student organizations sent to the university will be delivered to University Center and Student Activities.

All organizations should use the following address:

Organization Name
University Center and Student Activities
Texas A&M University-Corpus Christi
6300 Ocean Drive, Unit 5789
Corpus Christi, TX 78412-5789

RSO mail must be picked up on a weekly basis. RSOs who misuse, or do not check their mailbox, could have this privilege revoked.

Use of the name "Texas A&M University-Corpus Christi" on publicity and references. Any use of the university name or logo in connection with commercial or political enterprises is prohibited unless specifically approved by the Vice President of Student Affairs. Text must be in the format of "Booster Club at Texas A&M University-Corpus Christi" and not "Texas A&M University-Corpus Christi Booster Club." Please refer to the Advertising and Publicity section for information regarding use of university logos.

Use of the services of University Center and Student Activities and Recreational Sports, including assistance in planning and evaluating activities, programs, leadership development, officer training, etc.

Use of publicity resources, such as *Island Waves* and the Public Affairs Office.

Privilege to invite off-campus speakers and artists to appear for regularly scheduled meetings and assemblies (subject to scheduling in accordance with procedures).

Distribution of literature relating to the organization's purpose and activities, subject to university policy on student publications as found in the University Rules (www.tamcc.edu/pioweb/rules).

Sponsorship of profit-making activities and solicitation of funds for organizational activities in accordance with university regulations. All fund-raising activities must be approved by University Center and Student Activities five business days prior to the activity.

University Sponsored Activities and Programs: RSOs have the privilege of participating as a group in all university sponsored activities and programs. Good behavior and proper conduct will be expected at all times during these activities and the organization will be responsible for monitoring its members in attendance.

Social Activities/Parties: RSOs have the privilege of sponsoring and hosting social functions, parties and other similar events. Please refer to the "Planning a meeting and other events" section for more information on social events. Various guidelines exist to ensure the safety of all members and guests at social functions, both on and off campus.

2.2 Responsibilities

1. Adhere to all municipal, state, and federal laws, the Texas A&M University-Corpus Christi Code of Conduct, and all university rules and procedures.
2. Recognized Student Organizations (RSOs) must file all student organization recognition forms with University Center and Student Activities by a designated date of each semester or year and keep a current **Information Sheet** on file (Appendix, p. 70). Recognized student organizations will be required to re-apply for recognition status if they neglect to file these forms.
3. RSOs must have a faculty/staff advisor who is employed by the University at least on a part-time basis (student workers and graduate assistants and interns may not serve as advisors) who should disseminate information contained in the Recognized Student Organization Handbook to their organization.
4. RSOs must comply with all information distributed to organizations by University Center and Student Activities and to update whenever necessary any of the information required by that office.
5. Keep University Center and Student Activities informed of changes to organizational leadership, governing documents, and authorized signatures for bank accounts in a timely fashion.
6. RSOs must conduct fiscal operations in accordance with standards of good management practice (See Chapter 7). The university may not be held financially liable for actions/commitments taken/made by a RSO.

7. Remain in good standing with the university, including full compliance with any conditions, stipulations, or restrictions placed upon organizational recognition.
8. Conduct the activities of the organization in a manner that reflects the highest ideals of the university.
9. RSOs must require both the advisor's and an organizational officer's signature to withdraw funds from the account. Funds must be deposited in a public banking facility within 48 hours or two business days of their receipt.
10. RSOs must have all fundraising activities approved by University Center and Student Activities five (5) business days in advance.
11. Demonstrating respect for the university community and other student organizations.
12. Operating in a manner consistent with the mission and goals of the university and the governing documents of the organization.
13. RSOs must work cooperatively with University Center and Student Activities or Recreational Sports in conducting organization operations and activities. A professional staff member in University Center and Student Activities or Recreational Sports will serve in an advisory capacity to all recognized student organizations.
14. Consulting with the appropriate university departments, offices, or representatives when planning large, unusual, or potentially complex events.
15. Ensuring continuity in leadership from year to year by training newly selected leaders and maintaining good records.
16. Affiliation with an external organization in no way implies that A&M-Corpus Christi approves of, supervises, sanctions or takes responsibility for the organization.
 - a. Any student organization wishing to affiliate with an off-campus national, state or local organization must submit a copy of the off-campus organization's constitution, bylaws and/or articles of incorporation to University Center and Student Activities for review. The organization will not be recognized until this paperwork has been submitted, reviewed and approved.
 - b. A student organization may not affiliate with a national/local organization which requires a specific position or practice in conflict with university regulation or any local, state or federal laws.
17. RSOs must have a minimum of 7 members (10 for sports clubs or one and half times the number of players required to compete, which ever is greater).
18. It is recommended that organizations avoid duplication of purposes, goals and activities with other organizations.
19. Be open in its membership unless otherwise permitted under applicable federal law.

Student organizations are considered to be separate entities of the university. As such, the university will not take responsibility for the actions of any student organization.