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**Standards for**

**Student Organization Conduct**

**2024-2025**

**Standards for Student Organization Conduct**

The University is committed to maintaining a safe and healthy living and learning environment for students, faculty and staff. Student organization behavior that is not consistent with the Student Organization Code of Conduct is addressed through an educational process that is designed to promote the values of the Seawolf Commitment, safety and good citizenship, and when necessary, impose appropriate consequences.

Policies have been developed to provide a safe, educational and enjoyable environment for students, faculty and staff. Violation of these policies may result in disciplinary action taken against the participant and/or the club/organization.

Title V - Standards for Student Conduct

ALL students are still subject to adhere to the [Title V California Code of Regulations](https://studentaffairs.sonoma.edu/sites/studentaffairs/files/u85/standards_for_student_conduct.pdf).

CSU Executive Order No. 1068 (supersedes CSU Executive Order No. 1006)

This [executive order EO 1068](http://www.calstate.edu/eo/EO-1068.html) develops and communicates system wide policies, procedures and/or guidelines for student organizations and activities.

Policy on Eligibility Requirements for Membership in Student Clubs and Organizations - SA.21.004

Student Involvement Advisors collect student organization rosters and verifies member and officer eligibility each semester. Students who do not meet the minimum eligibility requirements are not permitted to serve as members or officers of the group. Student organizations should review the [member eligibility policy](http://policy.csuci.edu/SA/21/sa.21.004.htm).

**Guidelines for Clubs/Organizations**

**Membership**

* All student organizations new and current must have a minimum of 5 members (including their president and treasurer)
* All student organizations must have an advisor that works at Sonoma State (Please see below for what an advisor is) that is not in an auxiliary unit (Associated Students, Sonoma State Enterprises)
* At least 80% of members in the club/organization must be currently enrolled Sonoma State students.
* 100% of members in fraternities, sororities, and sport clubs must be enrolled Sonoma State students.
* **CSU Executive Order 1068: Non-Discrimination & Open Membership**

**As a condition of recognition, all student organizations must comply with the California State University’s non-discrimination and open membership policies outlined in this executive order.**

* **Non-discrimination: No campus shall recognize any fraternity, sorority, living group, honor society, or other student organization that discriminates on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation, or disability. The prohibition on membership policies that discriminate on the basis of gender does not apply to social fraternities or sororities or other university living groups.**
* **Open membership: No campus shall recognize any fraternity, sorority, living group, honor society, or other student organization unless its membership and leadership are open to all currently enrolled students at that campus, except that of a social fraternity or sorority or other university living group may impose a gender limitation as permitted by Title 5, California Code of Regulations, Section 41500. Student organizations may require applicants for leadership positions to have been members for a specified period of time, and may require officers to compete for those positions in elections of the membership.**

**Indemnification Clause**

The recognized/registered club/organization and its individual active, inactive, or associate members shall indemnify, defend, and hold harmless the State of California, the California Board of Regents, Sonoma State University, the Trustees of the California State University, representatives, their officers, employees, agents and volunteers from and against any and all liability, loss, claims, damages or expenses, including reasonable attorneys' fees, arising from or related to the performance by the University or the organization or their respective agents of any obligation or responsibility referenced in this guide or any other activity undertaken for any purpose by the club/organization or its individual active, inactive, or associate members, or guests or invitees, regardless of whether such activities are negligent or intentional acts or omissions. This indemnification does not extend to actions caused by the sole negligence of Sonoma State University or its employees.

**Governance**

All student organizations are required to be recognized by the University through the process administered by Student Involvement. Recognized student organizations are subject to University governance and are responsible for the conduct of their members. Governance pertains to University policies and procedures, including local, state, and federal laws, to which student organizations, including fraternities and sororities and club sports (hereinafter referred to as groups in this section), are held responsible. Policies and procedures developed by the three Fraternity and Sorority Councils are managed as outlined in the respective constitutions and do not preclude action by the Office of Student Conduct.

**Student Organization Rules and Responsibilities**

Student clubs/organizations at Sonoma State University shall complement the mission of the University and enhance the educational experience for students. Clubs/organizations will be held responsible for actions of the group membership, guests and individuals. A club/organization is responsible for its own actions.

**The club/organization will be held responsible:**

* When the club/organization fails to comply with a duty imposed by a written University policy, including, but not limited to, improper membership education and initiation; improper organizational registration of activities for which registration and/or permission is required; failure to comply with applicable health and safety regulations; misuse of University property, facilities and equipment; violations of University regulations on the use of alcohol; misrepresentation of the club/organization or group; abuse of student election procedures and regulations; misappropriation of funds; and violations of any rule or policy applicable to clubs/organizations.
* When the club/organization’s purpose is not compatible with the educational purposes of the University.
* When the club/organization has engaged in financial mismanagement or conducted activities that are in violation of University regulations and/or local, state and federal laws.
* When a club/organization or an affiliated University group is charged with a violation of the Student Code of Conduct, the presiding officer or individuals affiliated with the group shall be required to participate in proceedings conducted by the Dean of Students office under this Code as representatives of the group.
* When one or more officers refuses or neglects to perform duties outlined in the club/organization’s constitution or Student Code of Conduct.

**Club Review, Revocation and Suspension**

1. Where the University alleges that the club/organization, its officers or its individual members have failed to comply with the requirements for maintaining recognition, the University may follow established¬ procedures to conduct an investigation and render sanctions, or conduct an administrative review and take summary action as it deems appropriate under the circumstances, or utilize other disciplinary policies and procedures as established with respect to student organizations.
2. The University may elect, in lieu of revoking recognition, to impose educational and/or punitive measures against the club or organization and/or its officers, including but not limited to academic probation or expulsion.
3. A club/organization whose recognition/registration is suspended loses the opportunity to use the name of the University, to use University bulletin boards and facilities, to schedule activities on campus, and other privileges enumerated as established by the University. A suspended organization must continue to comply with those requirements stipulated. Failure to do so will prevent the organization from having recognition reinstated.

**Shared Responsibility for Infractions**

Students and their club/organization may be held responsible for the conduct of their guests while on University premises, at University-sponsored or supervised activities, and at functions sponsored by any club or organization.

**Risk Management**

Student Involvement Advisors assists clubs/organizations in providing a safe environment for participation events and activities. Club/organization activities may involve risks and thus potential for losses. These losses may adversely affect students, the University and University resources. Every effort shall be made to reduce these risks. Although all risks associated with participation cannot be eliminated completely, it is the responsibility of each club/organization member to assist Student Involvement to reduce these risks.

**Application of This Code**

The Office of Student Conduct will exercise jurisdiction over recognized student organizations and member conduct, including fraternities, sororities and club sports. Action by the Office of Student Conduct does not preclude action by one of the three Greek Councils, or other governing bodies.

Sanctions may be imposed on student organizations found responsible for violating the Student Organization Code of Conduct. Sanctions may include actions such as withdrawal of recognition, suspension of recognition for a specified period of time, probation (warning that might lead to a more severe sanction), restriction of privileges, reprimand, community service, restitution for losses caused, and/or educational sanctions.

Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Code, regardless of whether it occurs on or off campus. Nothing in this code may conflict with Education Code Section 66301 that prohibits disciplinary action against students based on behavior protected by the First Amendment.

The Office of Student Conduct has responsibility for adjudicating cases based on allegations of misconduct. Ordinarily the University will proceed with written complaints but reserves the right to proceed without a written complaint. When the Office of Student Conduct receives a report of a student organization’s alleged misconduct, an investigation will occur, and if warranted, the office will send the President of the student organization a letter to schedule an informal conference as well as to notify the President of the alleged charges. The Student Conduct Administrator will meet with the president of the organization to discuss the allegations. In the meantime, the Student Involvement staff may meet with the organization president to inform of and offer guidance through the process. If the organization is found responsible for the alleged misconduct, the President will be issued a sanction. The President may file an appeal of the sanction to the Dean of Students within five business days of the notice of sanction.

The president of the organization will be notified of the final decision within 10 working days. It is the president’s right to accept or reject the sanction. An appeal may be filed for an alleged due process violation or the sanction was too excessive for the offense.

**Clubs and Organizations Conduct Review Process**

1. *Student Involvement or Dean of Students Office is notified of a potential violation*
2. *The Student Conduct Administrator (SCA) sends an email to the President of the organization informing of alleged misconduct and a request to meet to discuss allegations and the investigation/adjudication process.*
3. *The National and/or Regional Leadership and/or Campus Advisor of the organization is contacted via email and phone to be notified of alleged misconduct and investigation/adjudication process.*
4. *Investigation meetings are scheduled with members and/or witnesses and the investigators (trained professional staff) designated by the SCA regarding the alleged misconduct.*
5. *A determination is made by the SCA based on the preponderance of evidence and submitted to Student Involvement and the Dean of Students (DOS) for review.*
6. *The SCA will provide a sanction recommendation to the DOS if found responsible for a violation.*
7. *Upon approval of the sanction by the DOS, A meeting is scheduled with the SCA and President of the organization to deliver the formal conduct outcome letter and discuss sanctions if applicable. Letter is also sent via email to National and/or Regional Leadership Contact, and/or Campus Advisor.*
8. *If the organization is a Fraternity or Sorority, Chapter sanctions are published on the Student Involvement FSL webpage.*

*Individual member misconduct allegations are processed at the end of chapter investigation (standard Student Conduct process) using the standards established through* [*Executive Order 1098*](https://calstate.policystat.com/policy/8453518/latest/)*.*

**Unacceptable Student Organization/Member Behaviors**

The following behavior is unacceptable and subject to disciplinary sanctions:

**(1) Aiding and Abetting**

(A) A student organization that assists a group that has lost University recognition, or facilitates the existence of a group that does not have University recognition,

(B) A student organization aiding and abetting another person or group in violation of a University policy or procedure or local, state, or federal law,

(C) Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline.

**(2) Alcohol**

A copy of the University’s Alcohol Policy shall be provided to each student organization president and must be followed. The University’s Alcohol Policy is in compliance with California Law, which prohibits the sale or giving of any alcoholic beverage to any person under the age of 21. Student organizations are in violation of University policy if any individuals under the age of 21 are in possession of alcoholic beverages at an activity sponsored/hosted by the student organization and/or if intoxicated individuals consume alcohol. All student organization presidents must sign an agreement to abide by and uphold the University’s Alcohol Policy as well as present an alcohol awareness program to their organizations or arrange for an alcohol awareness program approved by the Committee for Alcohol or Other Drugs. Student organizations sponsoring events are responsible for following the appropriate procedures to prevent underage drinking, including providing alternatives to alcohol.

Fraternities and Sororities both have additional Bylaws regarding Alcohol and Title IX

**(3) Damage to Property**

Willful or careless destruction, defacement of, or tampering with University property, or the property of others.

**(4) Discrimination**

Discrimination is prohibited on the basis of race, religion, color, ancestry, ethnicity, gender, marital status, pregnancy, national origin, age, mental or physical disability, sexual orientation, special disabled veteran’s status, Vietnam era or other covered veteran status. The prohibition on membership policies that discriminate on the basis of gender does not apply to social fraternities or sororities or to other university living groups.

**(5) Disorderly Conduct**

(A) Any offensive or disorderly act or display which interferes with the rights of others, (B) Harassment, threats, physical abuse, intimidation or the threat of physical abuse, including bias-related incidents.

(C) Excessive noise which is disruptive to the campus or surrounding community

**(6) Drugs**

(A) Use, possession, manufacture or distribution of illegal drugs, or drug-related paraphernalia (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs,

(B) Sponsoring/hosting an activity at which substances noted above are used.

**(7) Endangerment**

Reckless or intentional acts which endanger the welfare of group members or others as well as compromising the security measures of the campus.

**(8) Failure to Comply**

(A) Failure to comply with the directions of University officials acting in the performance of their official duties,

(B) Resisting or obstructing University officials acting in the performance of their official duties,

(C) Failure to follow all policies and procedures established by the University pertaining to student organizations, including fraternities and sororities, as outlined in the Student Organizations Handbook,

(D) Failure to follow all policies and procedures established by the University pertaining to club sports, as outlined in the Club Sports Handbook.

**(9) False Alarms and Fire Safety**

Initiating false fire alarms or tampering with fire alarm devices or fire equipment.

**(10) Falsification of Information**

(A) Willful falsification of information on University records, to University officials, or to local government officials,

(B) Willfully providing false information for the purpose of obtaining services, (C)Unauthorized presentation of oneself and one’s organization as a representative of the University for the purpose of gaining or attempting to gain privilege, convenience, goods or services,

(D)Possession, manufacture or distribution of false or altered instruments of identification,

(E) Initiating or causing to be initiated any false report, warning or threat.

**(11) Firearms, Fireworks, Weapons and Explosives**

(A) It is prohibited to carry or contain Firearms, ammunition, switch-blade knives, dirks, daggers (knives with more than one edge sharpened), ice picks, and any non-culinary knife with a blade longer than 2 1/2”, bow & arrows, swords, nunchaku, metal knuckles, belt buckle knives, billy clubs, slingshots, air-powered (airsoft) replica guns, BB devices/guns, spot markers or paintball guns, laser guns, stun guns, Tasers®, and less lethal weapons. For additional guidance see the following: California Penal Code §626.9, 626.10, 12001, 12020, 12601, 12650, 17235; University Code Rules and Regulation § 5000,5005; California Code of Regulations Title 5 §41301.

(B) Possession or use of fireworks on campus or at group sponsored events off-campus.

**(12) Guests**

Student organizations are responsible for informing their guest(s) of University policies and procedures and will be held accountable for the behavior of their guest(s).

**(13) Harassment and Abusive Behavior**

Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct is prohibited.

**(14) Hazing**

*Hazing in every form, or conspiracy to haze is prohibited. Sonoma State University takes a zero tolerance approach to hazing.*

Commission of hazing can be considered either a misdemeanor or a felony, punishable by up to one year in jail and up to a $5000 fine. Participation in a hazing practice may result in both individual and organizational disciplinary action. Hazing is defined in Section 41301 of Title 5 of the California Code of Regulations as “any method of initiation or preinitiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily danger to any former, current, or prospective student of any school, community college, college, university or other educational institution in this state (Penal Code 245.6) and in addition, any act likely to cause physical or mental harm, to any former, current, or prospective student of any school, community college, college, university, or other educational institution; the term ‘hazing’ does not include customary athletic events or school sanction events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.”

**The following non-exhaustive list of activities meet this criterion; accordingly, they are considered forms of hazing:**

(A) Physical activities such as calisthenics, jogging, sit-ups, push-ups, or carrying of objects such as bricks, stones, blocks, or any other item(s) which serve to create physical hardships, discomfort, and/or distress,

(B) Abduction or involuntary transportation of individuals or leaving individuals at off-campus locations and requiring them to find their way home,

(C)Physical exposure or abuse such as nudity, paddling, pushing, shoving, hitting, punching, tackling, or throwing any substance at another person; submerging or dunking in water or other substances; marking, branding or tattooing; or any activity which has the potential for the exchange of blood or other bodily fluids,

(D)Forced or required consumption of any substance, including food, drugs, alcohol, water, or any beverage; or any items individually or in combination that may or could induce vomiting, psychological abuse and/ or humiliation,(E) Requiring individuals to walk, march, or run in single file against their will.

(F) Dress in revealing, embarrassing, or uncomfortable clothing or any type of uniform, (G)Exposing individuals to extremely uncomfortable or dangerous environments (e.g., too loud, dark, small, hot, or cold); blindfolding where there is a potential for danger, (H)Intense interrogation of pledges; name calling or screaming at individuals and/or prolonged periods of enforced silence or use of gags,

(I) Requiring individuals to perform any act(s) which are construed to be humiliating or degrading in nature,

(J) Inability to talk to members of the opposite gender,

(K) Peer pressure to engage in activities against the individual’s will,

(L) Carrying or wearing any item(s) setting pledges/new members apart from the members. It is acceptable for new members to wear a pledge pin; however, it should be noted that members also have membership badges/pins that should be worn simultaneously,

(M)Forced servitude such as shining shoes or boots; cleaning rooms, apartments, houses, cars, etc.; washing clothes or dishes; running personal errands; or other services or duties not normally shared by initiated members; requiring individuals to purchase items or services for other members,

(N)Required activities that are prohibited by law or University policy or procedure, such as trespassing, stealing of any item(s), including personal effects or organizational property (banners, composites, food, paddles, etc.); stealing of any item(s) for scavenger hunts; kidnapping; lewd, obscene, threatening, intimidating, or harassing behavior,

(O)Requiring activities that interfere with academic studies, assignments, or classes such as awakening individuals in the night for organizational activities, interfering with normal sleep or study schedules, food or sleep deprivation; requiring “take home” assignments that interfere with academic work; serenading or addressing houses/apartments. At no time may a group violate the City noise ordinance.

**(15) Misuse of Computer Facilities or Resources**

The following behaviors pertaining to misuse of computer facilities or resources are prohibited.

(A) Unauthorized entry into a file, for any purpose,

(B) Unauthorized transfer of a file,

(C) Use of another’s identification or password,

(D) Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University community,

(E) Use of computing facilities and resources to send obscene or intimidating and abusive messages,

(F) Use of computing facilities and resources to interfere with normal University operations,

(G) Use of computing facilities and resources in violation of copyright laws. Downloading of any copyright protected material, including literary works, musical works, dramatic works, graphic art works, sound recordings, motion pictures, pictorials, and software is prohibited,

(H) Violation of a campus computer use policy.

**(16) Obstruction of University Activities**

Behavior which disrupts or interferes with normal University or University sponsored activities, including, but not limited to, study, teaching, research, officially invited speakers, University administration, public safety, fire, police or emergency services, or other authorized activity. Such behavior includes abridgement of rights to freedom of speech and expression.

**(17) Pledging and New Member Intake**

Student organizations that are not in compliance with pledging/new member education requirements as outlined in their local and national constitutions and/or by-laws.

**(18) Risk Management of Events**

(A) Failure to adhere to event start and end times

(B) Failure to adhere to guest lists

(C)Failure to check identification.

(D)Failure to provide adequate Security Officer coverage

(E) Failure to complete disclosure of all marketing materials, along with how and where distributed

**(19) Sexual Misconduct**

Sexual misconduct includes but is not limited to, sexual activity forced on another person against his or her will, either by physical or psychological force. Sexual misconduct also includes sexual harassment, obscene phone calls, and indecent exposure.

**(20) Theft**

(A) Theft of property or services on the University campus or at sponsored events,

(B) Removal of University property from common use areas,

(C) Removal of books or other items from University facilities without following prescribed procedures,

(D) Possession of property illegally procured is prohibited.

**(21) Trespass**

Entering any University facility, except in accordance with established policies and procedures.

**(22) Use of the University Name**

Use of the name or marks (logo, seal, graphics, etc.) of the University is prohibited, unless specifically authorized in writing by the President of the University, or designated

representative.

**(23) Violation of Student Organization Conduct Procedures and Sanctions including:**

(A) Falsification, distortion, or misrepresentation of information related to a discipline matter,

(B) Disruption or interference with the orderly progress of a student organization discipline proceeding,

(C) Initiation of a student organization discipline proceeding in bad faith,

(D) Attempting to discourage another from participating in the student organization discipline matter,

(E) Attempting to influence the impartiality of any participant in a student organization discipline matter,

(F) Verbal or physical harassment or intimidation of any participant in a student organization discipline matter,

(G) Failure to comply with the sanction(s) imposed under a student organization discipline proceeding which may result in further disciplinary action and/or additional sanction(s).

**(24) Violations of Civil or Criminal Law**

Student organizations in violation of local, state or federal law are in violation of the University Code of Conduct. University sanctions for such violations may be imposed independent of and prior to the disposition of any legal proceeding in a civil or criminal justice case.