

**RECOGNIZED STUDENT ORGANIZATIONS OBLIGATIONS OF RECOGNITION, RIGHTS, CONDUCT AND DISCIPLINE POLICY STATEMENT
JUNE 19, 2002**

DEFINITION OF STUDENT ORGANIZATION PURPOSE

Academic institutions exist for the transmissions of knowledge, the pursuit of truth, the development of students and the well being of society as a whole. Free inquiry and expression are indispensable to the attainment of these goals. As members of the academic community of the University of Wisconsin-Stout, students are primarily responsible for developing the capacity for critical judgment, engaging in a sustained and independent search for truth and developing competence in their chosen discipline.

Students who attend the University of Wisconsin-Stout shall be free to organize and participate in associations for (including but not limited to): educational, social, religious, political, athletic or cultural purposes. These associations, clubs or organizations offer students an opportunity to interact with others who possess similar interests in similar areas or chosen fields of study, to gain knowledge and provide self-growth in areas of personal leadership.

The UW-Stout Stout Student Association is authorized to extend University recognition to student organizations. Student organizations recognized by the University of Wisconsin-Stout have considerable freedom to accomplish their goals; however, they must comply with all applicable organizational, local, state and federal laws/ordinances, as well as all University rules, policies and procedures.

In addition, individual members (students and non-students) representing a student organization and the University are expected to abide by all federal, state and local laws/ordinances, as well as the policies, procedures and guidelines of any off-campus facilities or localities where the organization, team, or group may be. Some possible violations of law and ordinances include, but are not limited to:

- State statutes pertaining to the legal drinking age and the provision of alcoholic beverages to minors.
- University Equal Opportunity Policy and related procedures regarding student organizations.
- Student organization Non-Discrimination Policy.
- University Purchasing and Account/Cash handling procedures.
- University Anti-Hazing Policy, organizational and State statutes pertaining to hazing.
- Incidents of vandalism and disorderly conduct.

Any student organization violating these or other standards to which they are held may be subject to disciplinary action, as outlined in this document. Individual students involved in acts violating University policy may, in addition, face charges under UWS 17.

The following policy outlines the obligations, rights and standards for Recognized Student Organizations. This includes procedures for recognition, determinations of violation and disciplinary action for non-compliance and sanctions that may be implemented by the Organizational Affairs Conduct Oversight Committee and University Court of the Stout Student Association.

The Constitution Committee of the Stout Student Association, in consultation with the Office of the Dean of Students and/or designee will be responsible for revisions to this policy. Revisions will be subject to the approval of the Student Senate, the Dean of Students and/or the Chancellor of the University and/or appointed designee(s).

I. RENEWAL OF RECOGNITION FOR STUDENT ORGANIZATIONS

1. All recognized student organization members must be registered students in good standing at the University of Wisconsin-Stout. All student organization members must maintain at minimum, a 2.0 grade-point average (on a 4.0 scale) to be eligible for participation in a Recognized Student Organization. Organization members may only hold one major executive office or two minor offices at a time. The Dean of Students may only approve exceptions to this policy. A 'major' executive office is defined as any elected position and/or executive head of an organization. All other offices of student organizations (appointed and otherwise) are considered 'minor' offices. It will be the responsibility of the organizations' President / Chairperson and/or faculty / staff advisor to request confirmation of academic compliance of its membership.
2. The renewal of Recognized Student Organizations is an annual process that is conducted in collaboration with the Involvement and Leadership staff and the Organizational Affairs Committee Chairperson of the Stout Student Association. The deadline for this process will take place no later than the first week of October for the academic year. If an organization fails to participate in the renewal process, it will be filed as an inactive organization and all rights and privileges will be revoked.
3. Renewal of recognition documentation must include: completion of the Official Renewal Recognition Form; an updated (current) organization Constitution and By-laws; current active membership roster/list; executive officer roster/list; and the name & address of the organization advisor(s). These forms are required and will be accepted and maintained by the Chairperson of the Organizational Affairs Committee of the Stout Student Association, in consultation with the Involvement and Leadership staff. All organizations must constitute a membership that will allow the organization to meet the needs of the organization as outlined and defined in their Constitution and

By-laws.

4. All renewal forms must be completed in their entirety prior to submission. Any changes made to the organization's Constitution and By-laws must be approved by the Organizational Affairs Committee before renewal of the organization is either approved or denied.
5. All forms must include a statement of understanding to be signed by the organization's current president and Advisor, acknowledging that the Recognized Student Organization, its members and designees understand and agree to abide by all policies and procedures as set forth by the University and the Stout Student Association.
6. All Recognized Student Organizations are responsible for having its members complete the appropriate Risk Awareness & Liability (Hold Harmless Agreement) form if the nature of the organization / activity involves risk of injury due to participation in the organization and/or its activities, or if the organization is planning an event / activity off-campus. This agreement states that the participants are engaging in the activity by their own free will, and that they alone are responsible for their behavior/actions in such activity. **Completion of this form is not to supercede organizational, University, local, state or federal Anti-hazing laws or policies.** Forms are made available at the Student Organization Center desk or online at: http://www.uwstout.edu/studentcenter/soc/risk_form.htm.
7. Any changes made within the organization throughout the academic school year (such as removal of an officer, change of officers, or change of organization Advisor) must be reported to the Chair of the Organizational Affairs Committee immediately upon knowledge of such change. The proper forms for notification of change are available at the Student Organization Center desk upon request or online at: http://www.uwstout.edu/studentcenter/soc/org_regist_form.htm.
8. The renewal and active status of a Recognized Student Organization will remain in effect until the deadline date of the following academic year, unless the organization becomes subject to disciplinary sanctions revoking such status.
9. The Organizational Affairs Committee of the Stout Student Association will retain oversight of all Recognized Student Organizations at the University of Wisconsin-Stout to assure compliance with these regulations.

II. RIGHTS OF A RECOGNIZED STUDENT ORGANIZATION

A University of Wisconsin-Stout Recognized Student Organization has the following rights and privileges (including, but not limited to):

1. Use of the name "University of Wisconsin-Stout" to identify the organization's collegiate affiliation. When using the name of the University, the student organization or group must clearly identify itself as a Recognized Student Organization. The name of the University may follow the name of the student organization or group. An example of this would be: "The Chess Club of the University of Wisconsin-Stout."
2. Use of the name "Stout Student Association" to identify the student organization or group's official collegiate recognition. An example of this would be: "The Chess Club of the University of Wisconsin-Stout, officially recognized by the Stout Student Association."
3. Reserve and use University facilities, equipment or services in (including, but not limited to): the Memorial Student Center, Johnson Field House, Merle Price Commons, Tainter Dining Facility and Academic buildings on campus that are made available for such events whose operations are primarily used for University students, employees, faculty and staff.
4. Reserve and use state fleet vehicles for the sole purpose of transporting organization's members to activities of significant educational content.
5. Conduct fundraising events on or off-campus, in order to raise funds for the organization's activities services and events. If alcohol is present or is to be served at the event, the organization and its members or designees must be in compliance with all organization, University, local, state and federal laws and / or ordinances, and must not be sold or used as any fundraising resource for the organization.
6. Conduct social, educational, religious, athletic, political and cultural events on or off-campus for students. If alcohol is present or is to be served at the event, the organization and its members or designees must be in compliance with all organization, University, local, state and federal laws and / or ordinances, and must not be sold or used as any fundraising resource for the organization.
7. Take advantage of services and programs developed for Recognized Student Organizations, the Stout Student Association, other organizations or University sources and departments.
8. To be placed on an official list of Recognized Student Organizations, kept on file in the office of the Stout Student Association, and put into an organization brochure, website and other publications to be made available to students, faculty, staff and the public.
9. Apply for funds available to support events sponsored by the Recognized Student Organization through the Stout Foundation or Stout Student Association Financial Affairs Committee, as stated in the policies and procedures for segregated fees and of the UW System.

III. CODE OF CONDUCT FOR RECOGNIZED STUDENT ORGANIZATIONS

The following conduct guidelines for Recognized Student Organizations and their members or designees have been formulated to ensure legal, appropriate and responsible conduct of and when the organization and/or its members or designees are representing the organization or the University in conjunction with their organization.

This includes but is not limited to: all educational, social, cultural, religious, athletic and political events both on and off-campus, fundraising activities as well as individual member / designee conduct or actions by persons acting as an ambassador or representative of the organization.

Code of Conduct violations resulting from the conduct and/or actions of an organization's individual member / designee will be determined by using the "reasonable person standard" defined as: an objective test by the adjudicating body(ies) of how a reasonable, prudent person would have acted under similar circumstances.

1. A Recognized Student Organization, its members or designees may not discriminate against membership of any individual based upon race, gender, religion, ancestry, age, veteran status, marital status, sexual orientation, income, physical ability or political ideology, unless specified in the governing document of the organization or pursuant to an exception recognized by University, local, state or federal laws / ordinances.
2. A Recognized Student Organization, its members and/or designees who are found in violation of organization, University, local, state or federal laws / ordinances including but not limited to: issues of discrimination, sexual harassment or assault, possession of illegal substances, illegal usage or sale of alcohol (including sale of or providing alcohol to underage individuals) or controlled substances, misappropriation of funds, facilities, vehicles and equipment, assault / battery, disorderly conduct and/or damage to persons or property shall be liable in the appropriate adjudicating courts and are not exempt from disciplinary action under this policy.
3. A Recognized Student Organization, its members and/or designees may use University facilities for events that are primarily for use by students and employees. Publicity for such events must be within the regulations as outlined by the Stout Student Association or specific advertising and promotion guidelines of campus facilities as stated by that particular facility. Promotion must clearly indicate that the sponsor is a Recognized Student Organization and that the event attendance is primarily limited to University students, faculty, staff, employees and guests.
4. A Recognized Student Organization, its members and/or designees shall be responsible for any and all activities and/or damages resulting from any organization sponsored event / activity. This includes and is not limited to: all educational, social, cultural, religious, athletic and political events both on and off-campus, and fundraising activities. A Recognized Student Organization, its members, designees and/or person(s) acting on its behalf must exercise reasonable precaution to ensure that its events / activities do not: cause damage or harm to the property or persons of students, University employees, other organizations, members of the community or the University; do not harm or constitute a serious danger to the personal safety of students or University employees; do not obstruct or seriously impair University-run or University-authorized activities and/or events.
5. Recognized Student Organizations may not affiliate, co- sponsor, advertise or conduct an event or activity with any other student organization who has been prohibited from participation in such event or activity, and/or is on probation, has had its recognition suspended or revoked by the Stout Student Association, UW-Stout, and/or the National Office or governing body of organization. This includes, and is not limited to: all educational, social, cultural, religious, athletic and political events both on and off-campus and fundraising activities.
6. Recognized Student Organizations are held accountable for adhering to these policies through their Advisor(s), president or chairperson, officers or other designated representatives to the University. An organization's president or chairperson, officers or other designated representatives may not knowingly make a false statement, either orally or in writing, to any University employee or agent, or a person conducting an investigation under the provisions of these policies, or to a Stout Student Association Officer on any matter relating to the activities or actions of the organization and/or its members or designees.
7. Recognized Student Organizations, its members or designees may not support, participate in, or conduct any form of hazing as outlined or defined by organizational, University, local, state and federal laws / ordinances AT ANY TIME. Violations and/or non-compliance of such laws and ordinances by an organization will automatically submit the organization, its members or designees subject to immediate sanctions under the appropriate adjudicating authorities. "Implied pressure" to participate in any hazing activity may constitute hazing. **"Hazing" does not solely apply to egregious activity and/or events.**
8. Recognized Student Organizations shall, in good faith and upon recognition by the Stout Student Association of the organization's Constitution and By-laws, abide by their rules / regulations / policies and procedures as outlined by their Constitution and By-laws. The Organizational Affairs Conduct Oversight Committee of the Stout Student Association will determine misconduct, non-compliance and/or violations of said Constitution and By-laws.

Terms Defined:

In this procedure:

- (1) "Chancellor" means the Chancellor of the University of Wisconsin-Stout or designee.
- (2) "Dean of Students" means the Dean of Students of the University of Wisconsin-Stout or designee.
- (3) "President" means President of the Stout Student Association.

- (4) “Chair of Organizational Affairs Committee” means the Vice-President of the Stout Student Association who shall oversee the Organizational Affairs Committee.
- (5) “Organizational Affairs Committee” means student senators to the University Student Senate appointed by the Stout Student Association to oversee the recognition process, policies and procedures of all student organizations at UW-Stout.
- (6) “Chair of Organizational Affairs Conduct Oversight Committee” means a member of the legislative division of the Stout Student Association who will be appointed by the President of the Stout Student Association to oversee the Organizational Affairs Conduct Oversight Committee; with responsibilities pursuant to these procedures in determining organizational misconduct, non-compliance and/or violations of the Recognized Student Organizations’ Code of Conduct.
- (7) “Organizational Affairs Conduct Oversight Committee” (OACOC) means members of the legislative division of the Stout Student Association appointed by the Stout Student Association and/or its designees with responsibilities pursuant to these procedures to determine student organizational misconduct, non-compliance and/or violations of the Organizations’ Code of Conduct. The OACOC is a conduct oversight committee, separate from the Organizational Affairs Committee.
- (8) “Chief Justice of the University Court” means a student-at-large appointed by the President of the Stout Student Association and the Court advisor. His / her primary responsibilities include collaboration and facilitation of conduct hearings and oversight of essential judicial training for University Court Justices.
- (9) “University Court” means the committee comprised of seven (7) students-at-large, not affiliated with the University Student Senate, appointed by the President of the Stout Student Association, Dean of Students and/or designee(s) pursuant to these procedures to hear and adjudicate alleged incidents of student organization misconduct, non-compliance and/or violations of the Organizations’ Code of Conduct.
- (10) “Current Organization Student Leaders” means an organization’s president or chairperson, and/or executive officers.
- (11) “Recognized Student Organization” means any group of UW-Stout students organized for a purpose and recognized by the Stout Student Association, or any recognized group of students representing the University.
- (12) “Business Days” means the regular calendar days of Monday – Friday (non-national holidays, following the University academic calendar).
- (13) “Disciplinary Warning” means no limitations are imposed with the acknowledgement that another offense will at minimum, lead to Disciplinary Probation of the organization.
- (14) “Disciplinary Probation” means a status in which the student organization may remain recognized by the Stout Student Association and University only upon the condition that organization complies with specific standards of conduct or other requirements or restrictions on privileges, for a specified period of time, not to exceed 36 months.
- (15) “Disciplinary Suspension of University Recognition” means a loss of University recognition with resultant loss of all student organization rights and privileges for a specified length of time, not to exceed 36 months.
- (16) “Revocation of University Recognition” means permanent termination of University recognition for a student organization with resultant loss of all student organization rights and privileges. This is intended to be a permanent decision, and may only be carefully reconsidered after a period of at minimum, four (4) calendar years from date of imposed sanction, and only upon the approval of the Chancellor and/or designee.
- (17) “Disciplinary Sanction” or “sanction” means any action listed in this document taken in response to student organization misconduct.

IV. RECOGNIZED STUDENT ORGANIZATIONS HEARING PROCEEDINGS

1. Procedures for Filing Recognized Student Organization Code of Conduct Complaints.

Any student, faculty or staff member of the University, or member of the public may file a complaint against a Recognized Student Organization with the Chair of the Organizational Affairs Committee. A complaint must be in writing and include as much of the following information as possible:

- A. Detailed description of the alleged violation.
- B. Date, time and place of the alleged violation.
- C. Name of organization(s) involved in the alleged violation.
- D. Name of individual(s) involved in the alleged violation.
- E. Name and address of the person(s) filing the complaint (complainant).
- F. Any and all other legal documentation of the alleged violation (when readily available).

All written complaints must be filed with the Chair of the Organizational Affairs Conduct Oversight Committee (OACOC) within one academic calendar year (9 months) of when complainant knew or must have known of the alleged violation. This policy is not to supercede any organizational, University, local, state or federal statute of limitations as defined by such laws / ordinances.

2. OACOC Investigation.

The Organizational Affairs Conduct Oversight Committee (OACOC) shall convene within ten (10) business days from receipt of the alleged violation. The Organizational Affairs Conduct Oversight Committee shall make a determination as to whether the organization in question violated the Recognized Student Organizations’ Code of Conduct.

- A. When the OACOC concludes that proceedings under this section are warranted, within ten (10) business days, the Chair of the OACOC will offer to discuss the matter with representatives of the organization under review. **This discussion allows the OACOC to review with the organization representatives the bases for the belief that the organization engaged in misconduct, and to afford the organization**

representatives the opportunity to respond. If representatives from the organization do not respond to the offer to discuss the matter, the OACOC will proceed to make a determination on the basis of available information.

- B. If, as a result of the discussion under sub. A, the OACOC determines that misconduct did not in fact occur, or that no disciplinary sanction is warranted under the circumstances, the matter will be considered resolved without the necessity of further action.
- C. If the case has not been resolved, the OACOC will complete an investigation of the complaint and alleged violations. The investigation may include interviewing of witnesses and procurement of police reports or other documentation.
- D. If, as a result of the investigation, the OACOC determines that a violation has occurred and that one or more of the disciplinary sanctions listed in this document is appropriate/warranted, the Chair of the OACOC shall prepare a written report that will contain the following:
 - i. A description of the conduct;
 - ii. Recommendation for specification of the sanction(s); and
 - iii. Notice given of the organization's right to appeal the decision of the OACOC and to request a hearing before the University Court.

The written report will be delivered to the Student Organization's mailbox and will also be mailed to the organization president by regular first class United States mail at his or her current local address, as listed on the student organization officer database. A copy of the report will also be sent to the advisor of the student organization. **Unless the student organization requests a hearing** (see *Hearing Policies and Procedures*, Section 4), **the case is concluded and the recommended sanctions will be imposed immediately upon receipt of report from the OACOC.**

3. Student Organization Conduct Hearing Preliminaries.

- A. A student organization that receives a written report stating that a determination of misconduct has been made has the right to a hearing (Hearing Policies and Procedures, Section 4). **A written request for a hearing must be submitted by the president / chairperson of the student organization to the Chair of the OACOC within five (5) business days of receipt of the report.** A copy of the written request will then be forwarded to the President of the Stout Student Association, who will convene the University Court to hold a hearing.
- B. If the disciplinary sanction recommendation includes *suspension or permanent expulsion* of a student organization from the campus, **a hearing will automatically be conducted, unless the student organization president / chairperson waives, in writing, the right to such a hearing. The waiver must be signed within two (2) business days of receipt of the report from the Chair of the OACOC.** Unless such a waiver is signed, the Chair of the OACOC will forward a copy of the report to the President of the Stout Student Association who will, upon receipt of the written report, proceed to schedule a hearing with the University Court on the matter.

4. Student Organization Conduct Hearing Policies and Procedures.

- A. If a student organization requests a hearing, or a hearing is required to be scheduled, the President of the Stout Student Association will take the necessary steps to convene the University Court, and will schedule the hearing within ten (10) business days of receipt of the request or written report (coinciding with the University academic calendar). The hearing will be conducted within ten (10) business days of the request or written report, unless a different time period is mutually agreed upon by the student organization and the OACOC, or is ordered or permitted by the University Court (coinciding with the University academic calendar).
- B. Once the hearing is scheduled, the organization under charges and the OACOC will receive the following information from the President of the Stout Student Association and/or the University Court Chief Justice in writing at least five (5) business days before the hearing:
 - i. Written notification of the date, time and location of the hearing.
 - ii. A statement of the charges against the organization.
 - iii. A copy of the Student Organization Conduct Procedures.
- C. A Recognized Student Organization under charges has the right to have the charges heard by a board of its peers. The board of original jurisdiction for all conduct cases involving Recognized Student Organizations is the OACOC of the Stout Student Association.
- D. Current student leaders of the organization being charged will present the student organization's case at the hearing. Advisors and other representatives may be present at the hearing but will not be allowed to speak unless called as a witness by the University Court. The Stout Student Association is required to limit attendance to the normal size of a hearing room.
- E. If the given student organization representatives are unable to attend the hearing, two (2) business days notice must be given to the President of the Stout Student Association. There will only be one (1) rescheduling of the University Court hearing. If either party is unable to attend the rescheduled hearing, any and all previously submitted written documentation and evidence shall stand and will be used to determine a basis for any judgment.
- F. The University's case will be presented by the OACOC.
- G. All hearings will follow the requirements of the Wisconsin Open Meeting Law.

H. At the beginning of the hearing the Chief Justice of the University Court will:

- i. Call the meeting to order.
- ii. Record attendance.
- iii. Ask those present to introduce themselves and state their association with the case. (Faculty/staff Advisors for the organization under charges may attend and participate in the hearing; however, the current student leaders shall conduct the defense).
- iv. Explain the procedure to be followed during the hearing and answer any questions related to the proceedings.
- v. The Chief Justice will read aloud the charges against the organization in question.
- vi. The Chief Justice will ask the organization under charges to state whether it admits or denies any or all charges.

I. If the organization under charges admits to the charges:

- i. The Chair of the OACOC and one presenter for the organization will each be allowed no more than ten (10) minutes to address the University Court. After each presentation, members of the University Court may ask questions of the presenter.
- ii. The University Court will then move to a vote in order to go into a closed session to deliberate on the case and the sanctions.

J. If the organization under charges denies the charges:

- i. The Chair of the OACOC will be permitted to make opening remarks (limited to ten minutes).
- ii. A designated presenter for the organization will be permitted to make opening remarks (limited to ten minutes).
- iii. The Chair of the OACOC will present the University's case and evidence by calling and questioning witnesses one at a time. After the Chair of the OACOC has questioned each witness, the designated presenter for the student organization may question the witness and then members of the University Court may ask questions of the witness.
- iv. A designated presenter from the student organization will then present the student organization's case and evidence by calling and questioning witnesses one at a time. After the student organization presenter has questioned each witness, the Chair of the OACOC may question the witness and then members of the University Court may ask questions of the witness.
- v. The Chair of the OACOC will be permitted no more than ten (10) minutes to make closing remarks.
- vi. A designated presenter for the student organization under charges will be permitted no more than ten (10) minutes to make closing remarks.

In all cases, it is the discretion of the Chief Justice of the University Court to determine the appropriateness of any questions asked or evidence presented. Evidence and questions must be shown to be directly relevant to the incident being reviewed. Character witnesses, hearsay, and unduly repetitive testimony will not be allowed.

Once all evidence and testimony has been heard, the University Court shall offer a motion and pass it in order to move into closed session for deliberation. The University Court will deliberate at a time and place determined by the Court. The University Court will issue its findings and decision in writing to the parties involved. This shall be done no later than five (5) business days from the completion of the hearing.

5. Range of Possible Sanctions.

Possible sanctions, which the OACOC and University Court may recommend / impose upon a student organization, its members and/or designees include, but are not limited to:

Disciplinary Warning. A written warning that the conduct of the student organization was not appropriate and must not be repeated.

Disciplinary Probation. A status in which the student organization may remain recognized by the Stout Student Association and University only upon the condition that the organization complies with specific standards of conduct or other requirements or restrictions on privileges, for a specified period of time, not to exceed 36 months. Probation will allow for the use of University facilities, including services provided to student organizations. But all use must first be approved by a *OACOC-APPOINTED FACULTY/STAFF MEMBER*. Probation may also have several conditions attached. * Student organizations currently on disciplinary probation that are found guilty of further misconduct will be subject to a minimum of one semester of disciplinary suspension of University recognition. (*This will be a final decision, not open to appeal).

Disciplinary Suspension of University Recognition (includes loss of University privileges and services). A loss of University recognition with resultant loss of all student organization rights and privileges for a specified length of time, not to exceed 36 months.

Revocation of University Recognition. A permanent termination of University recognition for a student organization with resultant loss of all student organization rights and privileges. This is intended to be a permanent decision, and may only be carefully reconsidered after a period of at minimum, four (4) calendar years from date of imposed sanction, and only upon the approval of the Chancellor and/or appointed designee.

Funds Freeze. This would impose a hold on the student organization's event/activity funding as provided and allowable through Allocable Segregated University Fees (ASUF). This is intended to freeze organizational funds for a 6-9 month period from date of imposed sanction.

Loss of University Privileges / Services. (i.e. use of University facilities, intramural activities, use of Student Organization Center services).

Restitution. (i.e. organization may be required to pay for damages).

Fines. (i.e. organization may be required to pay a sum of money, the amount of which shall be determined through conduct hearing process).

Community Service. Requirement of the organization to organize and/or participate in specified community service activities or events in collaboration with university / community officials.

Education Program. This would require attendance/participation, and/or organization in educational programs for the organization, members and/or campus community.

Specific Conditions Related to Organization Functions and Activities. Limitations or parameters may be placed on the activities and functioning of the organization.

6. Conclusion.

The University Court shall send their final decision in written form to the president and advisor of the student organization and the Chair of the OACOC within five (5) business days of reaching their decision. The University or Stout Student Association may issue a press release at the conclusion of any case to inform the campus community of the outcome of the decision.

7. Appeal Process.

If the sanction(s) prescribed by the University Court is suspension or revocation of University recognition, the organization may appeal the decision to the Chancellor (or appointed designee) of the University to review the decision of the Court based upon the record. If the sanction recommended by the OACOC was suspension or revocation of University recognition and the University Court did not support the recommendation, the OACOC may appeal the decision of the University Court to the Chancellor to review the decision of the University Court based on the record. In either case, the Chancellor (or appointed designee) of the University shall sustain the decision of the University Court unless the Chancellor (or appointed designee) finds:

- (a) The evidence of record does not support the finding or recommendations of the University Court;
- (b) Established procedures were not followed by the University Court and material prejudice to the organization or the University resulted;

All appeals must be submitted to the Chancellor in writing within five (5) business days after the notification of the decision and the sanction(s). Until such time that the Chancellor (or appointed designee) renders a decision, the decision of the University Court shall remain in effect.

If the Chancellor (or appointed designee) finds grounds for the appeal, he or she may remand the matter for reconsideration to the University Court or may invoke an appropriate remedy of his or her own.

All decisions and sanctions given by the University Court that **do not** include suspension or revocation of University recognition **shall be final**.

All decisions and sanctions given by the University Court which are appealed to the Chancellor, and in turn, are either supported by the Chancellor (or appointed designee) or new / additional sanctions are invoked shall be final. **This is the absolute final level of appeal for a student organization, its members or designees.**

8. University Court.

The purpose of the University Court is to maintain established standards by helping students and organizations understand their responsibility to the University Community. The University Court focuses on peer involvement, which will lead to an improved educational experience for students. This is an opportunity for students to formally respond to the actions of their peers within the philosophy of the mission, vision and policies of the University and Wisconsin State Statute 36.09 (5).

During all proceedings, the University Court shall be advised by a faculty or staff member of the University, appointed by the President of the Stout Student Association in collaboration with the Dean of Students and/or designee.

A. Member Selection.

The University Court shall consist of seven (7) students appointed by the President of the Stout Student Association in collaboration with the Dean of Students and/or designee and the advisor. The University Court Justices shall be selected from a pool of potential Court members. At any given hearing, quorum shall be majority plus one.

In addition to the seven (7) Court Justices, one University Court Chief Justice will be appointed by the President of the Stout Student Association and the Court advisor. His / her primary responsibilities include collaboration and facilitation of conduct hearings and oversight of essential judicial training for Court Justices.

All Court Justices shall be students in good standing (2.0 GPA on a 4.0 scale) with the university and carry a 3/4 time academic credit load to be eligible for appointment.

B. Term of Office.

These appointments are two (2) year terms and are made in the period of April through the following academic calendar year (to follow Stout Student Association elections/appointments). University Court Justices *may* serve consecutive terms, upon the approval of the President of the Stout Student Association, the Dean of Students and Court advisor and/or designees.

C. Responsibilities of University Court Justices.

- To be knowledgeable of University policies and procedures, judicial policies and procedures as well as standards of behavior / operations for Recognized Student Organizations.
- To be objective.
- To represent the interests of **all** students; not individual organizations.
- To read complaints and familiarize themselves with the cases prior to the hearings.
- To remove themselves in a particular case if they have a bias or direct involvement in the case, or are members of the organization under charges.
- To attend all hearings.
- To keep confidential all proceedings, discussions and votes.
- To audio or videotape all hearings so a complete record is on file in the event of an appeal.
- Serve for the duration of the review board proceedings unless removed because of affiliation with the pending case.
- Remain in good standing throughout their term, review board proceedings or court hearings.

D. Orientation of University Court Justices.

- Orientation sessions shall be held for members of the University Court and shall be conducted by the advisor of the Court and/or qualified designee. Members must complete the orientation process prior to serving on the adjudicating Court.
- The University Court shall convene at minimum, once every month during the academic calendar year, as determined by the President of the Stout Student Association and the Chief Justice of the University Court. Consistent and on-going judicial training is essential for optimum practices and knowledge of current trends in student, higher education & judiciary affairs.