



POLICY

RE: STUDENT GROUPS

Preamble: The Ryerson Liberal Arts Society (“**RLAS**”) serves to be the voice of RLAS students by promoting abilities and interests both within and beyond Ryerson and to unite the students of the (12) twelve programs within the Faculty. It is important to ensure that all student groups reflect the mission and mandate of RLAS and subsequently service the students of the RLAS to the best of their abilities. Student groups must promote the academic programs encompassed within the RLAS, must enhance the interaction of RLAS students, and must be fully accessible to all students within the RLAS. Student group recognition is a privilege that will not be extended to all organizations who seek recognition. Recognition is granted only, if in the opinion of the RLAS, the group can satisfy the requirements set out in this policy, and most importantly, can act in accordance with the Ontario *Human Rights Code*, RLAS and Ryerson University (“**University**”) criteria, policies, and procedures. The Board of Directors of the RLAS (the “**Board**”) has the right to recognize new groups or withdraw recognition at any time of any group that does not conform to RLAS policy. If the group loses recognition, all RLAS aid and other student group privileges will be terminated and can be reinstated only with approval of the Board. In order to be recognized as an official RLAS student group and receive all the benefits that status entails, student groups must meet all qualifications and follow all guidelines set in this policy.

7.1 General Policies

7.1.1 The student group’s action must not be contrary to the Ontario *Human Rights Code*, RLAS, Ryerson Students’ Union (if applicable) and University criteria, policies, and procedures.

7.1.2 Student groups are funded by the RLAS for the benefit of RLAS students; therefore all student groups and their activities must promote or enhance the academic experience of the (12) RLAS programs. Activities may extend beyond RLAS but the greater benefit should be reserved for RLAS programs.

7.1.3 Membership in student groups must be open to all members of the University community without restriction on the groups of national origin, race, religion, colour, sex, sexual orientation, or political beliefs. These groups must pursue activities in accordance with the law, and seek to promote values of equality, diversity, tolerance, and inclusion.

7.1.4 Student groups cannot interfere with the operations, learning, living, and work environment of the University and/or the security and safety of the community.

7.1.5 Student groups that have directly or implied connections with another body outside the University must fully and substantially disclose the nature of this connection and the name of the external body to the RLAS, through the application process or at any time this connection comes to fruition.



7.2 Student Group Status

7.2.1 No funding or other benefits may be received by the group until such time as the signing and executive officers list is received by the RLAS Vice President Administration.

7.2.2 Only RLAS members may hold the position of President within any student group, unless Board approval is obtained.

7.2.3 Student group executive composition must be at least 51% (majority) RLAS members, unless Board approval is obtained.

7.2.4 Student groups may not charge levies or membership fees to RLAS members for the purpose of realizing simply a financial gain.

7.2.5 All student groups are expected to undertake projects and programs to benefit their members and the RLAS community.

7.2.6 Summer workshop(s) must be attended by a minimum of one (1) executive member or their designate (team member). Non-attendance will automatically result in a status of probation, the terms of which shall be determined by the RLAS.

7.2.7 Student group to submit their fiscal budget along with a calendar of events for the year prior to each school year.

7.2.8 Student group executives are responsible for familiarizing themselves with all policies pertaining to their operations and contained within the policies, manuals, By-laws, and constitution of the RLAS.

7.3 New Student Groups

7.3.1 To create a new student group underneath the RLAS umbrella, the executive of the proposed student group must meet with the Vice President Administration and provide the following:

7.3.1.1 A list of the executive team with Ryerson email addresses, telephone numbers, signature and student numbers;

7.3.1.2 A valid constitution;

7.3.1.3 A founding members list consisting of a minimum of 30 RLAS member signatures;

7.3.1.4 A proposed budget that has been approved by the RLAS Vice President Finance;



7.3.1.5 A proposed list of activities, goals and objectives, succession planning, and a one (1), three (3), and five (5) year plan;

7.3.2 Once the Vice President Administration and Operations has verified the proposed student group has met the above requirements, they will schedule presentation with the RLAS Board; and

7.3.3 In addition to the criteria set out in this policy, a new student group must meet the following criteria:

- a) The group's activities must be in accordance with the Ontario *Human Rights Code*, RLAS, Ryerson Students' Union (if applicable) and University criteria, policies, and procedures;
- b) The new student group must be unique, in that its mandate and activities must not substantially overlap with the mandate and activities of existing RLAS student groups or other groups or societies on campus;
- c) The new student group's mandate must be to substantially promote any of the twelve (12) academic programs of the Faculty;
- d) The new student group must have institutional stability and financial sustainability.

7.3.4. The new student group shall be created if it receives a majority vote at the Board meeting. In order to be ratified, the Board shall ensure the new proposed group meets the criteria set out in 7.3.3. and shall consider any other relevant criteria as determined by the Board.

7.4 Student Group Funding

7.4.1 Approval of all applications for funding must be obtained by the RLAS prior to the event or activity.

7.4.2 An updated budget with actual dollars spent will be required with all receipts in order to be fully reimbursed.

7.4.3 Funding from the RLAS is to be received on a reimbursement basis. In order to receive reimbursements, receipts must be submitted along with a cheque requisition form that can be obtained from the RLAS.

7.4.4 The RLAS may provide advanced funding as opposed to reimbursements on a case-by-case basis.

7.4.5 All student group bank account(s) must be open, transparent and available to the



RLAS to review upon request if necessary.

7.4.6 Official student groups receive a chit during the summer of each year to help start their progress pending approval of the current RLAS Board of Directors. The chit will be determined by the President and Vice President Finance to be presented for Board approval, and will be awarded on the basis of summer workshop(s) participation, a signed constitution by the executive, a fiscal budget, and a calendar of events for the year.

7.4.7 Only student groups in clear standing can receive up to full funding for their requests.

7.5 Probation and Termination Policy & Procedures

7.5.1 A student group may be put on probation by a majority vote of the RLAS, should the Board have reasonable evidence that the student group has violated one or more RLAS policies.

7.5.2 Probation shall include the withdrawal of RLAS funding for all events and no consideration of funding requests for a time period designated by the RLAS. RLAS also has the right to specify actions or criteria the group must met before probationary status will be lifted.

7.5.3 Student groups placed on probation will be notified and requested to attend the next RLAS Board meeting where evidence will be presented. The notice will be delivered not less than five (5) business days prior to the meeting and will outline the policies that have been allegedly violated. The student group will have the opportunity to defend their full status at the meeting. Failure of the student group to send one or more of their executives to this meeting will result in automatic probation that will include all of the above penalties.

7.5.4 Probation may only be lifted upon a meeting of the RLAS Board. The RLAS shall present the student group with a notice to attend not less than five (5) business days prior to the meeting where the student group's compliance with policies and probationary requirements will be assessed. The student group will have the opportunity to defend their full status at the meeting.

7.8 Limit of Liability

7.8.1 Recognition under this policy as a campus group, society, or club implies neither the University of RLAS's endorsement of a particular group's beliefs or philosophy, nor the assumption of legal liability for the student group's activities. Student groups and their individual members shall remain fully responsible for their actions including any violation of policies.

