

## Club Sanction and Renewal Procedure

*Clubs Committee (69.22)*

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### Definitions

*Club Year* refers to the year beginning May 1 and ending April 30.

*Annual Report* refers to the annual submission to the SU required of all Clubs, AFCs, and GLOs. The Annual Report means a Club, AFC, or GLO acknowledges that it was active in the past year and wishes to continue its sanctioned status with the SU.

*Club Executive* refers to the officers or members that compose the primary decision making body of a Club.

*Constitution* refers to a written governing document, which outlines the purpose of a Club and the governance practices by which a Club operates.

*Sanctioned Club Agreement* refers to an agreement between a Club and the SU, which outlines the Club's responsibilities in regard to SU and university policies and resources made available to sanctioned Clubs.

### Criteria for Sanctioning Clubs and GLOs

- 1 (1) The Clubs Committee may sanction a Club or GLO if:
  - (a) It includes a minimum of 20 individuals, at least two-thirds of whom are Active Members;
  - (b) Each member of the Club Executive is concurrently an Active Member;
  - (c) It has a common purpose or mandate that serves some or all of the University of Calgary community, promotes the general welfare of students;
  - (d) Its Constitution is consistent with Students' Union and University of Calgary bylaws, policies and procedures, or federal, provincial and municipal laws and legislation;
  - (e) Its membership is open to all Active Members, or the Clubs Committee has allowed a membership restriction under section 3;
  - (f) It has submitted a properly completed Constitution and Sanctioned Club Agreement in the proper form;
  - (g) Another sanctioned Club or GLO with the same or similar mandate, as determined by the Clubs Committee in its sole discretion, does not already exist; and
  - (h) Another sanctioned Club or GLO with the same or similar name, as determined by the Clubs Committee in its sole discretion, does not already exist.
  
- (2) The Clubs Committee shall not sanction a Club or GLO that intends to restrict membership based on a group characteristic such as age, ancestry, colour, family status, marital status, physical or mental disability, place of origin, political belief, race, religion, sex, gender, or sexual orientation, unless it can be proven to the reasonable satisfaction of the Clubs Committee that the membership restriction is intended to protect members of a group who share the same protected characteristics.

- (3) A Club shall automatically be designated as a GLO if it is a member of the North-American Interfraternity Conference or the National Panhellenic Conference.

### **Criteria for Sanctioning Academic Faculty Clubs**

- 2 (1) The Clubs Committee may sanction a Club as an Academic Faculty Club if:
  - (a) All undergraduate students registered in a program within the faculty are recognized as members;
  - (b) The Club's objectives established in its Constitution outline goals specific to improving the student experience for undergraduate students in the faculty;
  - (c) Its Constitution is consistent with Students' Union and University of Calgary bylaws, policies and procedures, and federal, provincial, and municipal laws and legislation;
  - (d) It has a representative governance structure that consists of an elected Club Executive and elected or appointed representatives for departments or programs within the faculty;
  - (e) The dean in the faculty has provided a written letter of support;
  - (f) There is an ex-officio position for an SU faculty representative in the Club's governance structure;
  - (g) There is a non-voting role for a faculty liaison or advisor;
  - (h) The Club's constitution outlines a clear process for transition;
  - (i) The Club's constitution outlines an open, fair, and democratic election process for all Club Executive positions;
  - (j) It has submitted a properly completed Constitution and Sanctioned Club Agreement in the proper form; and
  - (k) Another Club has not already been sanctioned as an AFC for that particular faculty.

### **Club Autonomy**

- 3 (1) A Club, GLO, or AFC has the right to internal autonomy provided that its actions or events are not in violation of either of:
  - (a) the Club's, GLO's, or AFC's approved Constitution;
  - (b) the constitution, bylaws, policies and procedures of the Students' Union;
  - (c) the bylaws, policies and procedures of the University of Calgary; or
  - (d) federal, provincial, or municipal legislation.

- 4 (1) Clubs, GLOs, and AFCs may charge an annual membership fee.

### **Term of Sanctioned Status**

- 4 (1) A Club, GLO, or AFC shall retain its sanctioned status from the date of approval by the Clubs Committee unless or until:
  - (a) it fails to provide the Clubs Committee with its properly ratified Constitution;
  - (b) it fails to submit a properly completed Annual Report;
  - (c) it chooses to dissolve; or

- (d) its sanctioned status is removed by the Clubs Committee under the Club Dispute Resolution, Penalties and Appeals Procedure.

### **Club Renewal**

- 5 (1) To be renewed as a sanctioned Club, GLO, or AFC a properly completed Annual Report in the proper form must be submitted to the Clubs Committee by the end of each Club Year.
  - (2) If an existing Club, GLO, or AFC fails to complete its Annual Report by the end of a Club Year and reapplies within one year to the Clubs Committee for sanctioned status the Club, GLO, or AFC shall not be entitled to privileges reserved for Clubs in their first year of existence.
  - (3) The Clubs Committee may refuse to sanction a Club, GLO, or AFC that has been previously de-sanctioned for an infraction under the Club Dispute Resolution, Penalties and Appeals Procedure.
- 6 (1) To retain their sanctioned status, AFCs shall be required to present an annual report to the Students' Legislative Council (SLC) by the end of each Club Year on the following matters:
    - (a) Budget and financial statements;
    - (b) Programs and services provided to students;
    - (c) Elections and appointments; and
    - (d) Constitutional amendments.

### **Club Dissolution**

- 6 (1) A Club, GLO or AFC may dissolve its sanctioned status by submitting a letter to the Clubs Committee requesting dissolution complete with a copy of the meeting minutes, signed by two members of the Club Executive, where the decision to dissolve was properly ratified in accordance with its Constitution.