



## POLICY ON THE RECOGNITION OF STUDENT ORGANIZATIONS AND THE USE OF UNIVERSITY SPACE

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**Originating Office:** Office of the  
Vice-President, Services

**Supersedes /Amends:** VRS-10/May 30, 1990

**Policy Number:** VPS-10

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### SCOPE

This policy applies to all University student associations and organizations wishing to be recognized by the University and wishing to use University facilities in the pursuit of their activities.

### PURPOSE

The purpose of this policy is to outline the standards for the recognition of student associations and organizations by the University as well as to provide for the rules governing the use of University space.

### PREAMBLE

Voluntary organizations formed by students are a traditional part of University life and contribute significantly to its intellectual, social and cultural diversity. As bona fide organizations, student groups have a right to pursue social, cultural and other interests and to organize and hold various activities for the benefit of their members. However, such activities or events may, on occasion, result in possible disruption of campus life and may give rise to complaints by individuals or groups for alleged infringement of their rights.

The present policy is based, on the one hand, on the role of the University in promoting freedom of expression and, on the other hand, on the obligations which students assume on becoming members of the University community.

Freedom of expression is a fundamental principle and one which is a prerequisite to the essential mission of a university, namely the pursuit of knowledge. This principle requires the ability to question and debate any subject even the most controversial.

While the University is committed to promoting freedom of expression, it has a concurrent responsibility to ensure that all of its members can reasonably expect to pursue their work and studies in a safe and civil environment. As outlined in the University's Code of Rights and

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Responsibilities (the “Code”), the University does not condone discrimination, harassment, sexual harassment, threatening or violent conduct or offenses against property as defined in the Code.

### POLICY

#### General

1. All University student associations and organizations wishing to use University facilities in the pursuit of their activities must be recognized by the Dean of Students in accordance with the procedure set out below.
2. In the normal course of events, the University should not attempt to monitor the activities or to screen the materials used by student associations or organizations.
3. Should any individual or group feel that a given form of expression is in conflict with the guarantees set out in the Code, they may consult with the Advisor on Right and Responsibilities as to what remedies are available.
4. If a complaint is made to the Dean of Students or his or her delegate that a given form of expression is in conflict with the guarantees set out in the Code or in relevant legislation, he or she shall attempt to mediate the situation by speaking with all parties concerned and attempting to reach a satisfactory resolution. If no satisfactory resolution is possible, the Dean of Students or his or her delegate may immediately direct the removal of the material or in the case of verbal expression, the cessation of the expression by whatever means appropriate. In such cases, the Dean of Students or his or her delegate shall immediately lay a complaint against an authorized representative of the student association or organization under the Code.
5. It is the University’s intention to enter into contractual agreements with all of the recognized student associations and organizations outlining the respective rights and obligations of the parties.

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### Recognition of Student Organizations

6. For the purpose of the present policy, and subject to its terms, recognition of a student association or organization implies the right for the association or organization to apply for the use of University space, material or equipment.
7. Recognition of a student association or organization shall not imply that the University endorses that association's or organization's beliefs or philosophy nor that the University assumes any legal liability for its activities.
8. Recognition does mean that the University has both a right and a responsibility to inform itself of associations and organizations which use its space and facilities and to ensure that they are used in a responsible manner.
8. Presently, there are 4 recognized umbrella student associations:
  - a. the Concordia Student Union Inc. ("CSU");
  - b. the Graduate Students' Association ("GSA");
  - c. the Engineering and Computer Science Student Association Inc. ("AEGIC") as well as its administrative groupings of the Engineering and Computer Science Association ("ECA") and the Engineering and Computer Science Graduate Association ("ECSGA");
  - d. the Concordia Commerce Students Association Inc. ("CACS") as well as its administrative groupings of the Commerce and Administration Students Association ("CASA") and the Commerce Graduate Student Association ("CGSA")
9. These umbrella associations may recognize other affiliated clubs, associations and societies. Umbrella associations shall be responsible for the recognition of their affiliated clubs, associations, or societies and shall forward to the Dean of Students the information required under the terms of article 11.

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10. Student groups not recognized by an umbrella association may be recognized by the Dean of Students in accordance with the terms set out in articles 11 and 12.
11. Any student group wishing to be recognized by the Dean of Students must submit the following information:
  - Name of the organization
  - Objectives of the organization
  - Constitution and by-laws
  - Names, addresses and telephone numbers of the members of the governing body
12. The decision to recognize a student group shall be assessed based on the following criteria:
  - The group's name shall contain the word "Students" or the word "Etudiants"
  - The objectives and proposed activities of the group should contribute to the educational, social or cultural values of the University
  - Membership rules shall not contravene the provisions of the Quebec Charter of Human Rights and Freedoms
  - The organizational structure, membership, procedures, rules of conduct of the student group shall be spelled out so that all members joining the group may be fully aware of their rights and responsibilities.
13. The Dean of Students shall forward lists of the recognized student associations and organizations to whatever University departments are involved in the reservation of University space and facilities as well as to any other University member who requests such information.

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14. Each student association or organization shall submit, to the Dean of Students, an update of the information set out above in article 11 every September. Failure to provide such an update may lead to the withdrawal or suspension of recognition by the Dean of Students.

The Use of University Space

15. University space and facilities may be made available to recognized student associations and organizations for extra-curricular activities. The University, however, shall be under no obligation to permit such use and is free to exercise its discretion in permitting it.
16. Reserved space may only be used by the association or organization which reserved it. No association or organization shall be permitted to transfer its reservation to another group without prior notice to, and authorization from, the Dean of Students.
17. In order to provide an opportunity for all of the student associations and organizations to reserve space and to hold their activities in the location of their choice, the University reserves the right to limit bookings for the use of particular areas which are in demand.
18. A standard contract form shall be signed by every association or organization wishing to reserve space which shall include the appropriate charges.