

Policy No. 2-72

Subject: Campus Organizations

Last Revised: 07/05/2023

Historical Status:

Division	Policy Manager	Administrative Supervisor	Reference
Instruction and Student Services	Dean of Student Services and Enrollment Management	Vice President of Instruction and Student Services	VCCS Policy Section 6.4.5

I. POLICY

It is the policy of Virginia Highlands Community College (VHCC) to develop guidelines for establishing student clubs and organizations.

II. PERTINENT INFORMATION

A. VHCC and the Virginia Community College System (VCCS) recognizes and encourages honorary, scholastic, service organizations, and sports clubs that do not restrict membership based on race, color, gender, age, religion, disability, national origin, sexual orientation or other non-merit factors.

III. DEFINITIONS

- A. Clubs: student groups designed to meet a specific interest of students. These may be academic, social or interest based. These clubs have a campus advisor who is a College employee, are initiated and led by students, are approved by the Student Affairs Committee, and are overseen by the Student Services.
- B. Organizations: student groups designed to serve the entire campus community such as the Student Government Association or groups tied to outside affiliations like Rotaract or Phi Theta Kappa. These organizations have an advisor, are initiated and led by students, are approved by the Student Affairs Committee, and are overseen by the Student Services.

IV. GENERAL GUIDELINES

A. The procedure outlined in the Appendix, Section VII, gives guidelines for the establishment of clubs and organizations at VHCC.

V. DELEGATION OF AUTHORITY

A. The College President has the authority and delegates to the Vice President of Instruction and Student Services the responsibility to establish procedures to meet

the requirements of this policy.

APPENDIX

VI. RELATED STANDARDS, LEGAL CITATIONS, OR SUPPORTING DOCUMENTS

- A. VCCS Policy 6.4.5

VII. OPERATING REQUIREMENTS

- A. A group shall become a club or organization only after administrative review and formal recognition by the College President, Vice President of Instruction and Student Services, and the Student Affairs Committee. The process for establishing a club or organization is detailed in the **Student Club/Organization Resource Manual, located on the VHCC website under Current Students, Student Life, Clubs and Organizations.**
- B. Clubs and organizations agree to abide by all policies and regulations of VHCC and the VCCS. When a club or organization is affiliated with an external body, such as a national society, a copy of that club or organization's constitution and bylaws shall be filed at the same time with the Student Services office.
- C. Formal recognition of a club or organization is granted or denied by the College President. Formal recognition of a club or organization implies neither approval nor disapproval of the stated aims, objectives, and policies of the organization.
- D. All changes and amendments to a club or organization's constitution or bylaws including changes and amendments adopted by an affiliated external body must be submitted to the College President, Vice President of Instruction and Student Services, and the Student Affairs Committee. All changes and amendments to the constitution or bylaws of a club or organization's extramural affiliate shall be submitted to the College President, Vice President of Instruction and Student Services, and the Student Affairs Committee within a reasonable time before their effective date. The President will approve or disapprove these changes.
- E. A club or organization may use the College name as a whole, as a part of, or in conjunction with its name only with the express written permission of the College President.
- F. Private clubs, private associations, social fraternities, and social sororities shall not be recognized by VHCC.