

STUDENT ACTIVITIES
REGISTERED STUDENT ORGANIZATIONS

FKC
(REGULATION)

	<p>The College has two standing student organizations, the Student Activities Board and the Student Advisory Council. Students with specialized interests are encouraged to form a club.</p>
STUDENT ACTIVITIES BOARD	<p>The primary function of the Student Activities Board is to plan, develop, and conduct educational, recreational, social, cultural, and entertainment programs for the college community.</p> <p>The Student Activities Board is comprised of all students interested in participating. Within that group, officers will be elected on an annual basis in November.</p> <p>The Coordinator of Student Activities will serve as advisor to the Student Activities Board.</p>
STUDENT ADVISORY COUNCIL	<p>The Student Advisory Council is comprised of one representative from each recognized club on campus. The council meets with the College President on a monthly basis from September through May.</p> <p>The council's two primary functions are to approve or disapprove of funding requests made by clubs, and to discuss issues of concern initiated either by the council or by the College President.</p> <p>The Coordinator of Student Activities will serve in an assistance role to the clubs.</p>
GUIDELINES FOR STUDENT ORGANIZATIONAL CLUBS	<p>A group shall be eligible as a recognized College club if:</p> <ol style="list-style-type: none">1. It does not deny membership to anyone on the basis of sex, handicap, race, nationality, or religion.2. Its membership consists of four or more credit students, but is not limited to credit students.3. It has an advisor who is a member of the faculty or staff, or an individual approved by the Dean of Instruction.4. It conducts its affairs in accordance with College policies, procedures, rules, and regulations; and with local, state, and federal laws.5. The interested students obtain a Club Recognition form from the Coordinator of Student Activities. The completed form should be returned to the Coordinator of Student Activities who will then forward it to the Dean of Instruction for approval.
RESPONSIBILITIES OF STUDENT ORGANIZATIONS /CLUBS	<p>The responsibilities of student organizations/clubs are as follows:</p> <ol style="list-style-type: none">1. Each club is required to have one representative on the Student Advisory Council. The Student Advisory Council gener-

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ally meets once each month from September through May. Club advisors have the option to attend.

2. If a club is wishing to request funds, a Proposal for Club Funding Form can be acquired from the Coordinator of Student Activities. The form should be completed and returned prior to the next Student Activities Council meeting.
3. Each club is requested to promote its club meetings and events in a manner that allows all interested students the opportunity to participate.
4. Once clubs have funds approved, the acquisition of those funds for speakers, equipment, promotional materials, or other supplies should be requested through the Coordinator of Student Activities.
5. Club advisors are requested to assist students in booking rooms, reserving nonprint media supplies, and writing maintenance work orders for campus equipment.
6. A report describing the club's activities and meetings, attendance, members, and financial statement are required at the end of each school year.
7. A club's promotional materials may be sent to the communication office for display on campus bulletin boards. If a club is posting its own promotional materials, flyers/posters are not allowed on glass doors or windows or on the walls except for brick walls.

INVITED SPEAKERS

Students are free to invite speakers to the campus through the various organizations/clubs recognized by the College and/or in cooperation with instructors. The following procedures apply to invited speakers:

1. In the case of candidates for political office, thorough efforts must be made to invite all the candidates.
2. Speakers should be informed in advance that the College, as an institution, is nonpartisan.
3. Speakers should be encouraged in advance to answer questions from the floor relating to the substance of their presentations.
4. "The campus" means any place or occasion where a guest is speaking at the invitation of a component of the College.

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STUDENT OFF-
CAMPUS
REPRESENTATION

Student(s) shall not represent the College at off-campus activities unless they are accompanied by an approved sponsor or have received prior written authorization from the Dean of Student Services or designee. Approval shall be given only to students in good standing with the College and only for activities that are deemed appropriate to the College's missions and in accordance with its policies and regulations.

Written authorization shall include:

1. Name(s) of student(s).
2. Nature of activity.
3. Location of activity.
4. Period of time the activity will occur.
5. Reason for student participation.