

POLICY

The College shall maintain regulations and procedures for the operation of all college approved student organizations. These regulations and procedures shall include, but are not limited to, an approved constitution for each organization stating:

1. Purpose of organization
2. Membership eligibility
3. Officers and duties thereof
4. Meeting schedule
5. Standing Committees
6. Method of amendments

Furthermore, all monies of each organization shall be maintained in the Internal Student Organization Banking System administrated by the Office of Student Activities.

PROCEDURE

A. OFFICIAL RECOGNITION

The following procedure should be followed by new clubs and organizations in order to be officially recognized by the Associated Students of Ocean County College (Student Senate):

1. Arrange an appointment with the Assistant Director of Student Life to discuss your organization.
2. Submit a list to the Assistant Director of Student Life of the prospective members and officer candidates.
3. Select a faculty advisor(s). Every official student organization must have an advisor who will act as the representative of the College. An advisor is usually a full-time faculty member or an administrative officer of the College. The advisor is chosen, usually by the student organization, after consultation with the Assistant Director of Student Life in order to avoid duplication of invitations and the overloading of an individual's schedule.
4. Establish a permanent time and place for meetings.
5. Construct your budget. It will be necessary for all new official student organizations to submit a budget applicable until the end of the academic year at the time of initial approval. Thereafter, the treasurer of the organization should prepare a budget for the following academic year and submit it to the Assistant Director of Student Life no later than April 1.
6. Formulate your constitution. To become operative on campus, all student organizations must have a constitution compatible with the philosophy of the College and with Local, State, and Federal laws.
7. After your membership list, faculty advisor, and constitution are filed in the Life Office, your organization will be eligible to be officially recognized by the Associated Students of Ocean County College (Student Senate.)
8. An interim report of club activities will be undertaken by the Office of Student Life after the completion of a 30-day provisional period. Upon completion of this report, the organization will be considered officially recognized.

B. MEMBERSHIP REQUIREMENTS

Any full or part-time student duly matriculated at Ocean County College is eligible for membership in a chartered club or organization. Active membership status shall be designated to those members whose cumulative grade point average does not fall below 2.00. In active status shall be designated by club executive boards to those individuals whose academic grade point average fall below a 2.00 cumulative grade point average.

C. LEADERSHIP REQUIREMENTS

The following guidelines shall be designated for each of the following leadership positions; Club or Organizational President, Editor-in Chief, Station Manager, Club Sport Captain.

Minimum requirements for active participation as a leader in a club or organization shall be designated to those individuals who satisfy the following:

1. Currently enrolled for at least 6 credits per semester at Ocean County College.
2. Must maintain no less than a 2.0 cumulative grade point average.
3. Have not served in this leadership capacity for more than two consecutive semesters (excluding summer sessions).

It will be the responsibility of both the Office of Student Life and Club Executive Boards to periodically review and monitor the above requirements in relation to student participation in clubs and organizations at Ocean County College.

D. DETERMINATION OF INACTIVE CLUB STATUS

The Office of Student Life, in cooperation with the Student Senate, will annually review and evaluate the status of campus clubs and organizations. A determination of a club's status will be made according to the following guidelines:

INACTIVE STATUS - A club will be deemed "Inactive" if at least one semester of total inactivity has been experienced. At this time, the club's charter will be placed on the inactive list until reactivation procedures have been fulfilled.

ACTIVE STATUS - A club will remain officially recognized with all rights and privileges.

PROCEDURE FOR REACTIVATION - An "Inactive " club or organization will be eligible for activation after the Office of Student Life receives the following:

1. A formal request for reactivation, by the prospective members, which will be channeled to the student Senate for action.
2. The filing of a completed Student Organization Membership Roster.

NOTE: An interim report of club activities will be undertaken by the Office of Student Life after completion of a 30-day provisional period. Upon completion of this report, the organization will be considered officially recognized.

E. CAMPUS FRATERNITIES AND SORORITIES

The Associated Students of Ocean County College (Student Senate) may reactivate charters to the following Greek organizations to function on the campus of Ocean County College:

Kappa Beta Delta Social Fraternity  
Omega Nu Epsilon Social Fraternity  
Omega Chi Phi Social Fraternity  
Phi Sigma Chi Social Fraternity  
Sigma Psi Omega Social Sorority  
Theta Gamma Social Sorority  
Gamma Gamma Social Sorority

The Board of Trustees of Ocean County College has officially adopted a position of "Recognition with Regulation" in regard to social fraternities and sororities - a position which authorizes and encourages an active Greek program on campus but does not recognize or assume responsibilities for off-campus housing. Further more, off-campus programs sponsored by fraternities and/or sororities must have prior written approval in order to be sanctioned by the College.

Regulations:

The following regulations must be adhered to in order that a fraternity or sorority be officially recognized by the Senate:

1. Purpose

A statement of purpose, an organization program, and a membership list must be submitted to the ASOCC and the Assistant Director of Student Life for approval.

2. Pledging Procedures

All rules, regulations and procedures regarding Greek pledging will be governed by the Pan Hellenic Council with the approval of the ASOCC and under the supervision of the Assistant Director of Student Life.

3. Bidding, Pledging, and Initiation

a. Rushing, bidding, pledging and initiation may be held during two periods of the year. These periods will be determined by the Pan Hellenic Council.

b. Initiation shall not include "hazing" - i.e., physical chastisement or exercises which might be detrimental to the health or emotional well-being of the pledgee. Also, humiliation to the pledgee or embarrassment to any other person is not to be included in initiation. Paddling is specifically forbidden.

4. Off-Campus Housing and Programs

- a. The College does not recognize off-campus housing for fraternities and sororities and, therefore, assumes no responsibility for fiscal, legal, or programmatic affairs of such housing.
- b. The College encourages an active Greek program on campus. However, due to various legal and liability implications, the College assumes no responsibility for those Greek programs held off campus without prior approval in writing by the College.

Pan Hellenic Council

This organization is composed of representatives of all social fraternities and sororities and operates under the constitution of the Pan Hellenic Council. Its function is to coordinate, supervise, and develop a program of Greek activities that plays a positive social and educational role in the life of its members and is consistent with the goals of Ocean County College.