



Student Groups:

**As Recognized Under the
Charter of Human Rights**

Recognized Student Groups Guidelines

Contents

Introduction.....	3
Related College Policy and Procedures.....	4
Recognition of Student Groups.....	5-7
Risk Assessment and Event Planning.....	7-8
Investigations, Appeals and Records.....	8-9

Section 1: Introduction

1. Recognized Student Groups formed by students in the College community are a traditional part of campus life, and contribute in a significant way to its intellectual, political, social and cultural diversity. Student Groups have a responsibility and accountability to the College and must follow the Student Group guidelines and all College policies and procedures. By upholding the principles outlined in these guidelines and any related College policies, Student Groups support the College in its commitment to assist and support College members to:
 - a) **Communicate, discuss and explore all ideas**
 - b) **Hold meetings**
 - c) **Move about the College and to use its facilities in a reasonable manner**
 - d) **Distribute published material on campus in a responsible manner, provided that such materials are not unlawful or otherwise in breach of College policy**
 - e) **Debate and engage in peaceful demonstrations**
 - f) **Embrace and demonstrate socially responsible behaviour in all Student Group activities an;**
 - g) **Practice responsible risk management to ensure the safety of participants at events**

2. Recognized Student Group membership must consist of 90% of the following student population:
 - a) **Full Time Students**
 - b) **Part Time Students**
 - c) **Staff/Faculty**
 - d) **Alumni**
 - e) **Continuing Education Students**

This will be recorded in your attendance submission for staff to assist with the student group's attendance.

Related College Policies and Procedures

3. These guidelines are to be read in conjunction with the policies and procedures listed below. Any questions concerning the application of these guidelines and/or related policies shall be determined by the Associate Director, Student Life. The College reserves the right to amend or add to the College policies from time to time.

- Accessibility Policy
- Accident and First Aid Policy
- Corporate Brand Policy
- Electronic Communications Policy
- Emergency Response Policy
- Health and Safety Policy
- Leasing of Equipment Policy
- Purchasing Policy
- Sexual Assault and Sexual Violence Policy
- Social Media Policy
- Student Behaviour Policy
- Student Human Rights
- Violence Prevention and Protection Policy

*Visit <https://www.mohawkcollege.ca/about-mohawk/leadership-and-administration/policies-and-procedures/corporate-policies-and/student> to review these policies.

Section 2: Recognition of Student Groups

Recognized Student Groups

4. Recognized Student Groups will fall under the Charter of Human Rights (See Appendix A) to be considered as an active College Student Group. If the Student Group doesn't fall under the Charter, they will be recommended to the Mohawk Students' Association Student Clubs process.
5. The Department of Athletics and Recreation sport clubs are not part of these guidelines, and will be managed by the Director of Athletics (or delegate).
6. The Dean of Students has delegated to Student Life the authority to ratify Student Groups and to monitor the Student Group events.
7. Students interested in forming a Recognized Student Group must seek formal recognition (ratification) through the appropriate application process through our Student Life department.
8. Recognized Student Groups through Student Life will seek consultation and approval of Events through Student Life and/or Social Inc.

Procedural Guidelines

9. The objectives and activities of a Recognized Student Group must be seen as attempting to contribute to the educational, recreational, social or cultural values of the College.
10. Recognized Student Groups may not engage in activities that are commercial in nature. This is not intended to preclude the collection of membership fees to cover expenses or to prohibit Student Groups from engaging in legitimate fundraising. However, a Student Group cannot:
 - a) Have as a major activity or function that makes it an on campus part of a commercial organization
 - b) Provide services and goods at a profit when that profit is used for purposes other than those of the organization; or
 - c) Be financially compensated, including but not limited to gifts, honorariums, salaries to any or all of its members

11. Membership in Recognized Student Groups must be open to all students, faculty and alumni in compliance with the Ontario Human Rights Code and Mohawk's Student Human Rights Policy. While discriminatory membership practices are not allowed it is recognized that certain Recognized Student Groups could well be homogeneous in nature without being discriminatory.
12. Fraternities and sororities, and groups associated with fraternities and sororities, shall NOT be granted recognition as a Student Group.
13. The College's interest in the guidelines of a Recognized Student Group is based on its concern that organizations and individuals using its name and its facilities are genuine campus organizations, that they pursue activities in accordance with the law, and that such things as organizational structure, membership, procedures, etc. are spelled out so that all members who join a group and take part in its activities may do so with full knowledge of their rights and responsibilities within the group and to ensure accountability and transparency to all members.
14. By the College approving recognition to a student group, the group is accorded a number of privileges, including:
 - a) Ability to book space through our Ancillary Services Department;
 - b) Right to hold events;
 - c) Exclusive use of the group's name on campus;
 - d) Use of campus facilities for solicitation of membership
 - e) Access to assistance from Social Inc, Student Life Staff and resources under approved procedures
15. Under the terms of these guidelines the College will not attempt to censor, control or interfere with any Recognized Student Groups on the basis of its philosophy, beliefs, interests or opinions expressed unless and until these lead to activities which are illegal or which infringe the rights and freedoms already mentioned. By the same token, recognition as a Student Group by the College implies neither endorsement of a particular group's beliefs or philosophy, nor the assumption of legal liability for the Student Group's activities. It assumes only that the College has a responsibility to inform itself of campus organizations which use its facilities and name and to deny, suspend or withdraw recognition if the requirements of this policy or other College policies are not observed.

16. The successful implementation and use of these guidelines requires consultation and communication between the College and all Recognized Student Groups. All Recognized Student Groups shall undertake to consult and communicate regarding the implementation, use, and future amendments to the guidelines in good faith in order to ensure the guidelines success.
17. At end of each month that the recognized student group is registered; the student group leader will submit an electronic copy of all the student group members. This will reflect all membership of those participating in our student groups. Failure to do so may result in the student group losing its privileges as a Recognized Group.

Section 3: Risk Assessment and Event Planning

18. Persons, groups or organizations can be held responsible for incidents, damages or harm done during or after an event. In Canada, the duty of care is a commonly held standard. That is to say, organizers of event or activities have a duty to care for others where the potential risk is foreseeable.
19. Organizers of an unauthorized event will be referred to and investigated for violation(s) of a relevant related Policy.
20. Compliance with these guidelines will help to lessen the personal liability of any specific person related to student event risk and that of the Recognized Student Group.

Assessing Risk

21. When assessing the level of risk for an event there are many factors that may be considered. The list of factors below are not comprehensive and do not solely determine the level or risk. The level of risk is determined on an individual event basis.
 - Alcohol
 - Financial Impact
 - Guest Speakers
 - Level of physical activity
 - Property risk
 - Reputational Impact
 - Size of event
 - Transportation/Travel

Student Event Planning and Approvals

22. Approval for the use of College space shall only be granted when the Student Group has been approved as a Recognized Student Group. Space may be tentatively booked pending approval as a Recognized Student Group. In the circumstance that space for an event has been improperly booked prior to the completion of the application process the event shall NOT be approved.

Section 4: Investigations, Appeals and Records

23. Failure of a Recognized Student Group to fulfill any of its responsibilities or to comply with the guidelines or with College Policy shall constitute an offence under one or more related policies or guidelines.
24. All Recognized Student Groups are subject to the Student Behaviour Policy and violations of this Policy may result in sanctions under this policy, as well as sanctions from the relevant Recognized Student Group.
25. The College will not attempt to monitor or review the activities of a Recognized Student Group in the normal course of Events. Reliance is placed on the Associate Director, Student Life (or designate) to investigate complaints that such a group has acted in a manner inconsistent with the requirements of the guidelines or any College Policy.

Investigations

26. The Associate Director, Student Life have an obligation to investigate complaints/concerns, that do not abide by our Student Behavior and Student Human Rights policies for imposing appropriate sanctions where appropriate.
27. In the event that the College receives a complaint/issue or otherwise becomes aware that a Recognized Student Group may have acted in a manner that is inconsistent with the guidelines and/or College Policy, the College will investigate, or, as appropriate, refer the matter to the Associate Director, Student Life.
28. The Dean of Students reserves the right to initiate an investigation of any matter regarding a Recognized Student Group whether a complaint/concern has been made or not.

29. In the event that the Dean of Students is not satisfied with the resolution of the investigation, the Dean of Students reserves the right to conduct an independent investigation under this and/or a Related College Policy.
30. When a Recognized Student Group is under investigation all approved and pending events for that Recognized Student Group may be suspended pending the outcome of the investigation.
31. Any review regarding the status of a Recognized Student Group must be communicated to the Dean of Students

Sanctions

32. At the conclusion of an investigation, if it is found that the Recognized Student Group acted in a manner that is inconsistent with our guidelines and/or College Policy, sanctions may be imposed.
33. The Dean of Students may, in their sole determination, impose the following sanctions, in addition to any other sanctions that may be applied pursuant to other policies:
 - a) Privileges may be suspended or withdrawn; and/or
 - b) Status as a Recognized Student Group may be suspended or withdrawn

Appeals

34. The outcome of an investigation conducted by the Dean of Students and/or Associate Director, Student Life under these guidelines may be appealed through the Student Rights' and Responsibilities Officer(Diane)