

CHAPTER 7 STUDENT AFFAIRS

Section 7-1 Student Organizations

a. Introduction.

The Board recognizes the valuable contribution of all co-curricular programs and acknowledges their importance in the development of the knowledge, skills and qualities required to be successful in post-University endeavors. Co-curricular activities include, but are not limited to student governance, residential life, organizations that support social life or leisure activities, student publications and broadcasting, support and involvement in athletics and honor societies (hereafter collectively called “co-curriculum activities” or “student life programs and activities”).

Student life programs and activities complement the University’s academic mission by providing opportunities for practical experience in the actual operation of diverse organizations. These experiences empower students to be responsible leaders in civic duties, community service or professional matters. Co-curricular activities complement, extend, and reinforce academic learning by serving as nontraditional classroom venues for the application of knowledge, skills, and attitudes learned in the instructional program.

The Board encourages student life programs and activities that foster critical thinking, problem-solving, decision-making, and leadership skills development that prepare students to become informed, responsible citizens who engage in, and continue to make contribution for the betterment of humanity and improvement of our communities.

b. Policy.

1. The Board encourages the establishment of a robust student life program, including the establishment of student organizations.
2. The Board recognizes the establishment of two types of student organizations: Chartered Student Organizations and Registered Independent Organizations.

Section 7-2 Chartered Student Organizations (CSO).

a. General Provisions.

- (1) A CSO is a campus-wide student association organized to carry out functions or operations on behalf of the University for the purpose of serving the entire student body on its campus. A CSO shall serve as an out-of-classroom opportunity for students to learn to: (a) participate in institutional governance; (b) advocate for constituent needs; (c) satisfy constituent needs and interests through planned programs, services and activities; and (d) work effectively within

organizational or group settings. Examples of CSO functions and operations may include: (a) serving as representatives for the undergraduate student body; (b) serving as representatives for the graduate student body; (c) responsibility for student publications; (d) responsibility for broadcast communications; and (e) oversight of the operation of the student center.

- (2) A CSO must be organized by permission of the chancellor pursuant to an official constitution or charter to represent students at large and/or to provide activities, programs, and services for all students on campus.
- (3) A CSO's activities are directly financed through mandatory student activity fees, as authorized by Section 304A-2257, HRS.
- (4) A CSO may determine its own constitution or charter outlining its organization's structure, organization, and procedures consistent with this policy and subject to University approval. Before the CSO's constitution or charter is presented to the chancellor or designee for approval, the charter or constitution must be ratified and/or generally endorsed by the CSO's constituent/students of the campus the CSO represents.
- (5) The chancellor or designee shall determine guidelines governing the operation of CSO, in conformance with Board and Executive Policies.

b. Relationship of CSO to the University.

- (1) A CSO is recognized by the University as an organization that is part of the student life co-curricular program that complements the regular instructional program, but is not a department of the University.
- (2) A CSO is an organization that receives administrative support from the University. University recognition of a CSO does not divest the University of any authority or powers as granted by the Legislature. Further, recognition of any CSO does not imply that the University assumes any liability or legal responsibility for acts or omissions of the CSO not in compliance with pertinent University policies and regulations.
- (3) A CSO must abide by all pertinent University policies and regulations.
- (4) The President shall, by Executive Policy, set forth the working relationship between the CSO and the campus and the system administration to: a) ensure and regularize the advice and participation by CSO in matters relating to student life; and b) to fulfill the goals and purposes of the student life co-curricular program as described in Section 7-1a of this policy.

c. Approval of a CSO's Charter or Constitution and Budget.

The Board delegates to the President the authority to approve a CSO's charter or constitution, amendments to the charter or constitution, and budget. The President delegates this authority further to the chancellor or chancellor's designee of each campus.

Section 7-3 Registered Independent Organization (RIO).

a. General Provisions.

- (1) The University's educational environment for students and the campus community may be enhanced by an RIO which provides educational, social, cultural, recreational, governance, religious or communication activities.
- (2) An RIO refers to a student organization, association or club that has been formed to meet special interests of certain groups of students on campus. The constitution or charter of the RIO must be adopted or ratified by members of the RIO but is not subject to the approval of the University. The RIO is not directly supported financially through mandatory student activity fees. However, they may request financial assistance from a CSO's funding assistance program developed by the CSO.
- (3) An RIO must register with the campus in which it will exist. Each campus shall develop policies applicable to the RIO. Such policies shall be subject to the approval of the chancellor. The chancellor may further delegate his/her authority to approve the RIO policy to the appropriate senior student affairs officer of the campus.

b. Relationship of an RIO to the University.

- (1) An RIO, like a CSO, is not an agency of the University. RIO, unlike the CSO, is not involved in the governance process and does not represent or serve the entire student body on their campus.
- (2) The University assumes no responsibility for the activities of an RIO. An RIO must fully inform its members and the public of its relationship to the University by including the following disclaimer in its publications and communication with third parties: "Although the registered organization has members who are University students, the registered organization is independent of the University and does not represent the views of the University. The registered organization is responsible for its own contracts, acts, or omissions."
- (3) An RIO's leaders shall assume full responsibility for the organization's activities and conduct of its members. As benefits for University registration, staff resource liaisons may be provided by its campus to answer further questions regarding the relationships

of the RIO to the University campus and to offer educational assistance services that support the effective functioning of the RIO.

Section 7-4 Regents' Policy on System-wide Student Involvement

The Board delegates to the President, or the President's designee, the authority to charter a system-wide student association, to approve its constitution and to approve its budget. The purpose of such an association shall be to advocate collectively and democratically for the interests and needs of all students throughout the University and not the interests of any particular group or category of students. The association shall be composed of representatives from existing and future member campus student governments and may remain in existence provided it continues to fulfill the purpose of such a system-wide student association as stipulated in the Board's policy.

Section 7-5 Student Housing.

a. Student Housing Goals for the University.

It shall be a goal of the University's student housing program to provide reasonable levels of accommodations for students who are residents of the state.

b. Objectives of the Student Housing Program

There are two sets of objectives that guide the student housing program at the University; one set is educational in nature and the other is managerial. The educational objectives comprise a variety of commitments both to the development of the individual student and to the development of residence hall communities. The management objectives are expressed in the maintenance of certain operational standards and fiscal accountability, while ensuring that the students' health, safety and security are uncompromised in the design and operation of the residence halls. These dual objectives uniquely characterize student housing as both an educational program and an administrative function that is managed in accordance with the highest operational, personnel, fiscal and safety standards.

c. Student Housing Assignment Priorities

As long as the demand for student housing exceeds its availability, there will be a need to develop and maintain housing assignment policies that seek to assure that Hawai'i resident students with the greatest physical and educational needs are assigned highest priority for suitable and available spaces. A student's physical need for housing is understood to increase in direct proportion to the distance of the campus from the student's home and the student's educational need for housing is considered greatest during the first year of college and diminishes thereafter. Within this context, the first objective of the housing assignment

priority system is to provide space in student housing for all Hawai'i resident students who live beyond reasonable commuting distance to the campus at which they are enrolled. The University recognizes the educational desirability of achieving a diversity of resident and nonresident students in our housing facilities. Therefore, the University supports the achievement of such diversity provided that the assignment of nonresident students is undertaken only after all high priority resident students have been accommodated. It must be understood that the fiscal soundness of the housing operation requires that application deadlines be established, and that vacancies remaining after the processing of all timely applications be filled on a first-come-first-served basis.

Assignment priorities may make considerations to accommodate students' special needs and campus and system enrollment goals as deemed by the President or President's designee. Student housing assignment priorities for specific campuses shall be delegated to the President or the President's designee.

d. Student Housing Room Rates

Student housing room rates are established by the President or the President's designee in accordance to guidelines set forth in Executive Policy.

- a. Housing Rates for Conferences. The Board delegates to the President, who may at his/her discretion delegate to the chancellors or their designees, the authority to negotiate and set housing rates for conferences, provided that said rates shall enhance the support of the University Revenue Undertaking Fund pursuant to the Board's covenants in its Bond Resolution adopted on January 18, 1973.
- b. The University adheres to all applicable local, state and federal antidiscrimination laws including the state Discrimination in Real Property Transaction law (Section 515-1 et.seq., HRS) in providing student housing services.

Section 7-6 Student Finances.

- a. State Higher Education Loan Fund. (See Administrative Rules, Title 20, University of Hawai'i, Chapter 8.)
- b. Delinquent Financial Obligations. (See Administrative Rules, Title 20, University of Hawai'i, Chapter 10.)

Section 7-7 International Student Health Insurance

All non-immigrants on student visas are required to enroll in a University endorsed student health insurance plan or furnish proof of enrollment in a health

insurance program whose benefits meet the minimum insurance requirements set by the President or the President's designee.

Section 7-8 Intercollegiate Athletics.

- a. The Board may establish or abolish intercollegiate athletic programs, including participation in intercollegiate athletic conferences or associations by the respective campuses, upon recommendation by the President. The President may designate chancellors or other University executives to execute documents relating to intercollegiate athletics, and prescribe conditions for the exercise of this authority.

Intercollegiate athletic programs enrich the University community because they contribute to a greater appreciation of challenge, purpose, effort, and skill. The use of certain prohibited substances, such as those proscribed by the International Olympic Committee and/or National Collegiate Athletic Association, by student athletes undermines the purpose of intercollegiate athletics and may harm individual participants. Consequently, it is the intent of the Board that all intercollegiate athletic activity be conducted in an environment free of prohibited substances. To achieve this objective, the Board authorizes each intercollegiate athletic program to test student athletes for the presence of prohibited substances. The specific guidelines and procedures for such testing shall be approved by the chief executive officer of each unit. The chief executive officer of each unit shall be authorized to establish appropriate guidelines for drug assessment and/or education and/or counseling and/or treatment of student-athletes who test positive for prohibited substances.

- b. University of Hawai'i at Mānoa.
 - (1) The intercollegiate athletic program shall be administered by the athletic director under the direction of the chancellor.
 - (2) The Athletic Advisory Board shall serve as an advisory committee to the chancellor and the athletic director of the University of Hawai'i at Mānoa, and will be concerned essentially with broad general policies relative to the conduct of intercollegiate athletics.

Any report or proposal that the Athletic Advisory Board makes to the chancellor shall be submitted in writing, and a copy shall also be sent to the athletics director.

- (a) Members.
 - i. After appropriate consultation, the chancellor of the University of Hawai'i at Mānoa shall appoint the Athletic Advisory Board consisting of fifteen members from the following categories: eight from the faculty/administration staff, one of whom shall be from the Faculty Senate Committee on Athletics; one from the alumni; one from the community; APT (personnel

in the Administrative-Professional-Technical classification); one from classified personnel; and three students. Of the three students, one shall be a graduate student, one shall be an undergraduate student, and one shall be a student-athlete.

The membership shall include, ex officio and without vote, the Faculty Representative to any athletic conference of which the University becomes a member, if he or she is not already a member of the Athletic Advisory Board; the athletic director, who shall serve as secretary of the Athletic Advisory Board; and the Executive Assistant to the President.

2. The term of office for student members and the faculty representative from the Committee on Athletics shall be for one year. All other appointments shall be for three years with each term commencing on September 1 and expiring on August 31.
3. The chancellor shall appoint the chair and vice-chair of the Athletic Advisory Board from among the membership.

- (b) Meetings and Quorum. The Athletic Advisory Board shall meet not less than twice each semester.

A majority of the membership of the Athletic Advisory Board shall constitute a quorum for the transaction of business, provided that a minimum of three faculty members are present.

- (c) Committees. The Athletic Advisory Board may establish committees to assist in the efficient accomplishment of the Athletic Advisory Board's functions and activities. Such committees, and individual members, have no authority to act in behalf of the full Athletic Advisory Board unless the Athletic Advisory Board has specifically granted such authority in advance.

Members of such committees shall be appointed by the chairman of the Athletic Advisory Board. Members of these committees, other than the committee chairman and committee vice-chairman, need not be members of the Athletic Advisory Board.

c. University of Hawai'i at Hilo.

- (1) The athletic program at the University of Hawai'i at Hilo shall be administered by the athletic director who shall be administratively responsible to the chancellor or designee of the University of Hawai'i at Hilo.

- (2) University of Hawai'i at Hilo Athletic Advisory Board.
- (a) The University of Hawai'i at Hilo Athletic Advisory Board shall advise the athletic director of the Hilo Campus on overall policy with regard to athletic programs. It shall meet not less than twice each semester, and will elect its own chairman. Any report which it cares to submit in writing will be forwarded by the athletic director to the chancellor, thence to the President of the University, and in turn presented by him/her to the Board.
 - (b) The Athletic Advisory Board shall be composed of two members of the alumni, two students, two faculty members, and two persons from the Hilo community. The members of the Hilo Campus Athletic Advisory Board shall be selected as follows:
 - 1. The Hilo Alumni Association will nominate four candidates; the chancellor shall select two.
 - 2. The Senate of the Associated Students of the University of Hawai'i Hilo Campus will nominate four, the chancellor shall select two.
 - 3. The chancellor shall select two members of the faculty.
 - 4. The Chancellor shall select two persons from the community.
 - (c) For Athletic Advisory Board members, the term of office, except for student members, will be for two years, and terms so staggered that one from each of these categories will retire each year. The length of initial appointments by categories will be determined by lot. Student members will be selected annually.

Section 7-9 Alumni Organizations.

The quality of the alumni of the University represents an important measure of the success of the University in achieving its stated mission. The University and the citizens of the State of Hawai'i are well served by developing and continuing a formalized relationship with University alumni to further the purposes of the University through institutional advancement.

Alumni organizations should be organized and function in a manner consistent with the overall mission of the University as well as the educational, cultural, and recreational needs of its alumni.

As such, the Board encourages the growth and development of alumni organizations for each of the campuses of the University System where applicable.

Section 7-10 Electronic Channels for Communicating with Students.

The University shall provide students with cost-efficient electronic dissemination of information that is timely, accurate and appropriate. The information shall be consistent with the University's educational mission of teaching/learning, research and service; applicable statutes, standards and regulations of the University's use and management of information technology resources; and with related federal and state regulations, including those governing the individual privacy of students.

- a. Implementation
 - (1) The President or the President's designee(s) shall be responsible for the implementation of this policy.
 - (2) The President or the President' designee(s) shall develop and disseminate the necessary procedures and guidelines to implement the program.
- b. The UH Username shall be the official email address for email communications with students within the University system and for notifications such as legal action, financial notice, health and safety action, and academic action.
- c. Access
 - (1) The University shall be responsible for ensuring that information provided through mass electronic communication channels is accessible.
 - (2) Contact information for the disability services offices shall be readily available to all students so that students with disabilities may request accommodations, including receiving the information in an alternate format.
 - (3) Students shall be responsible for staying current with University communications through regular access to the University's electronic communication channels.
- d. Privacy/Confidentiality
 - (1) Students shall be responsible for protecting their own privacy.
 - (2) Sensitive and confidential information shall be accurate and consistent with appropriate rules and laws governing the individual privacy of students and other individuals.
 - (3) Confidentiality regarding student records is protected under the Family Rights and Privacy Act of 1974 (FERPA) and as such all email shall be consistent with FERPA, Hawai'i Administrative Rules, and related University policies.