

NEW CLUBS APPLICATION MANDATE

Effective: November 2017 – May 2018

From: Clubs Governance Committee

Preamble

The Clubs Governance Committee (CGC) would like to implement a mandate for all incoming new club applications from Nov 2017 to May 2018. The purpose of this mandate is to bring the CGC's club application review guidelines to the attention of potential applicants. The CGC believes that any decisions with regards to the application, use of discretion and subsequent marking process should be made public to all students in advance.

Clubs Governance Committee Terms of Reference

1. To create a community that supports leadership development among students and welcomes the wide range of interests within the Clubs Community.
2. To adhere to all the documents of the Clubs Policy **to determine reasonable limits** placed on student organizations in order to comply with USC policy as well as University policy.
3. To **set strategic, long-term goals** for the Clubs Community for future growth and development of clubs and their student leaders.

Proposed Mandate

Each year, the CGC receives approximately 85+ new club applications. The CGC recognizes a potential shortage of resources and space on campus if a sizeable number of clubs is added to the already 203 clubs that are currently ratified with the USC. The CGC looks forward in decision-making processes to ensure that the future of the clubs department is stable and must enact particular guidelines in reviewing club applications that limits the number of clubs that are accepted each year. A rapid increase in the number of new clubs can create dilution in club memberships for all clubs and an inability to host a functioning clubs week in the space provided. The CGC will continue to use its discretion with regards to the ratification procedure and will adhere to the guidelines that are used and outlined each year. The CGC however would like to highlight some potential club purposes that have a low likelihood of ratification due to discretionary use of policy. This mandate's scope will speak to **purpose and mandate of a new club application**, and not **specific club events**.

The CGC will use its discretion with the following subjects:

1. DUPLICATION OF SERVICES

Re: Procedure for Ratification, 2.04 i. Uniqueness and Distinctiveness

Re: Procedure for Ratification, 2.04 iii. Autonomy

- As per the procedure for ratification, duplication of services is a component taken very seriously in this process

- Duplications of services with groups and/or services that exist in some capacity on Western University's campus or in the city of London, Ontario will be critically reviewed

2. EXTERNAL AFFILIATIONS

Re: Procedure for Ratification, 2.04 i. Uniqueness and Distinctiveness

Re: Procedure for Ratification, 2.04 iii. Autonomy

- External affiliations with groups and services that exist in the city of London, Ontario will be critically reviewed

3. FUNDRAISING/CHARITY

Re: Procedure for Ratification, 2.04 i. Uniqueness and Distinctiveness

- A club's sole mandate or purpose should not be to fundraise and/or support a specific charity
- Clubs who plan to raise funds or other belongings must plan and provide additional events for their club and members outside of fundraising
- A club's mandate or purpose should be unique and distinct to existing clubs in the USC club's system

4. MENTORSHIP

- Re: Insurance email
- Students mentoring other students will not be permitted

5. TEACHING AND TRAINING

- A club's sole mandate or purpose should not be to teach or train any specific academic skills, academic content or other relevant material
- Professional speakers are permitted and will be reviewed by the USC
- If there is a learning component in the club, then it must be specified that the individuals providing advice are not professionals on the matter
- Activity or interest based teaching or training (examples: dancing, knitting, juggling) are permitted

6. VOLUNTEERING

Re: Procedure for Ratification, 2.04 i. Uniqueness and Distinctiveness

- A club's sole purpose should not be to mobilize or recruit volunteers on behalf of any organization
- Volunteering activities that already exist on Western University's campus or in the city of London, Ontario are considered a duplication of services will be critically reviewed

7. INTERNATIONAL

Re: Club Event Planning and Risk Management Procedure, 4.07

- Students are not permitted to organize international exchange or learning opportunities as per USC insurance and event planning procedures
- External Affiliations must be through organizations with a Canadian chapter
- International organizations with no Canadian chapter will not be approved
- International individual events will be reviewed by the USC

The CGC will continue to use its discretion in new club applications and does not limit itself to these subjects as potential reasons for denial. The CGC wishes to be honest and as open as *possible* with all students.