



## **2002-2003 Student Guide**

### **University Policies & Procedures**

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## **Policies Pertaining Primarily to Student Organizations**

The Office of Student Activities (OSA) provides interpretation of policies which affect student organizations. Below are brief overviews of some rules with the links to the UF Student Organization Handbook and the University Rules for further information.

### **Advertising and Distribution of Printed Material**

Printed materials may be distributed free, posted, or sold on campus for reasons that are not commercial, by University personnel. Sale on the campus of commercially printed merchandise, except for state newspapers provided in vending racks, is precluded by the University policy. Persons distributing material are subject to the Code of Student Conduct (if students) and all laws or regulations of the city, state or nation that govern a person as a citizen in the exercise of his right of expression.

Refer to <http://www.aa.ufl.edu/aa/Rules/2003.htm>.

<http://www.union.ufl.edu/sac/handbook/15.shtml>, and

<http://www.union.ufl.edu/sac/handbook/16.shtml>

### **Alcohol Policy**

Student organizations may use alcohol at on-campus events only in very limited situations with prior permission from the Dean of Students. For off-campus programs, student organizations are strongly encouraged to follow the Best Practices for Off-Campus Events

<http://www.union.ufl.edu/sac/handbook/>.

Refer to <http://www.aa.ufl.edu/aa/Rules/2019.htm>

## **Americans with Disabilities Act**

Student organizations are required to provide access to all programs. If you are planning an event, choose a location that is physically accessible; the majority of the Reitz Union and most UF buildings such as the University Auditorium and the Center for Performing Arts are accessible. In addition, all advertising for events sponsored by student organizations funded by Student Government must have information on accessibility.

Refer to <http://www.union.ufl.edu/sac/handbook/17.shtml>

## **Amplified Sound**

In academic areas, the use of electronically amplified instruments will generally not be allowed on class days (Monday through Friday). If a public address system is previously approved and permitted in these areas, the sponsoring groups or organization is responsible for maintaining a reasonable sound level.

Refer to <http://www.aa.ufl.edu/aa/Rules/2005.htm>

<http://www.union.ufl.edu/sac/handbook/18.shtml>

## **Banner Policy**

The hanging and draping of banners on the interior or exterior of campus buildings or poles installed specifically for such support, is authorized by the Office of Student Activities.

Refer to <http://www.aa.ufl.edu/aa/Rules/20161.htm> and

<http://www.union.ufl.edu/sac/handbook/13.shtml>

## **Commercial Activity on Campus Guidelines**

The regulation of commercial activity on the campus is necessary in order to preserve the educational mission of the University, to prevent unnecessary distraction during classes and study periods, to provide for the safety of university students and faculty and staff members, and to protect the property of students, faculty, staff, and the University. Solicitors and trades people, including students, faculty and other University personnel, are prohibited from entering the grounds or buildings for the purpose of conducting commercial activity with students, faculty,

other personnel or visitors except in very limited situations and with prior permission.

Refer to <http://www.aa.ufl.edu/aa/Rules/4006.htm> and <http://www.union.ufl.edu/sac/handbook/20.shtml>

## Computing and Software

Student organizations are expected to follow University guidelines on the use of computers and software and the Code of Student Conduct.

Refer to <http://www.webadmin.ufl.edu/policies>

## Demonstration Policy

Demonstrations may be held anywhere on the campus, so long as they do not disrupt the normal operation of the University or infringe on the rights of other members of the University community, except that no demonstrations are permitted inside University buildings. Although no specific areas on the campus are designated for the purpose of demonstrations or impromptu speeches, exclusive use of the Plaza of the Americas for this purpose may be obtained by prior clearance through the Office of Student Activities (300 JWRU). Any use of sound amplification equipment on the campus must also have prior clearance through this office.

<http://www.aa.ufl.edu/aa/Rules/2002.htm>

## Distribution of Printed Material

The following guidelines will assist student organizations in complying with the provisions in the Distribution of Printed Material ([Florida Administrative Code 6C1-2.003](#)). For a complete copy of the policy, contact the Director of Student Activities, 300 JWRU. Printed materials may be distributed free, posted, or sold on the campus for reasons that are not commercial, by University personnel. Sale on the campus of commercially printed merchandise, except for state newspapers provided in vending racks, is precluded by the University policy.

The person distributing material is subject to the [Code of Student Conduct](#) and all laws or regulations of the city, state, or nation that govern a person as a citizen in the exercise of his right of expression.

The University of Florida maintains public bulletin boards throughout the campus for the use and benefit of students, faculty, and staff. Listings on these boards include information regarding campus ads. Such listings are limited to public bulletin boards and will not be displayed elsewhere.

Unauthorized displays will be removed promptly by any University personnel who recognizes such materials to be unauthorized.

## Greek Organizations

Greek organizations at the University of Florida are a component of the institution's total educational program. As such, they are partners with the University in a mutually supportive endeavor. Therefore, [Greek organizations](#) share a responsibility for strengthening the total quality of student life, by making a significant positive contribution to present and future students. Because of their importance to their own members, Greek chapters have certain rights and responsibilities within this community.

**Rights and Responsibilities.** Among their rights are: 1) choosing their members; 2) participating as a unit in campus group activities; 3) receiving assistance from the University in leadership development programs; 4) having a University advisor who will assist them in their own chapter development and who will serve as liaison between them and other aspects of the University; 5) participating in self-governing activities through the [Interfraternity Council](#), the [Panhellenic Council](#), the [National Pan-Hellenic Council](#) or the [Multicultural Greek Council](#); and 6) providing the opportunity for participation in educational experiences.

Among their responsibilities are 1) conducting all activities in accordance with regulations and policies of the University of Florida and their general fraternity, including policies on nondiscrimination on the basis of race, creed, religion, age, national origin, sexual orientation or disabilities; 2) complying with their charter and bylaws developed in consultation with and approval of their general fraternity; 3) operating their chapter affairs in a businesslike manner consistent with their constitution and University policies; 4) maintaining an atmosphere within their chapter and its activities supportive of high academic standards; 5) establishing general goals and specific objectives periodically in consultation with the [Greek Affairs](#) advisor and representatives of the general fraternity; and 6) progressing towards achievement of these stated goals and objectives in consultation with University and general fraternity advisors.

**Relationship with the University of Florida.** Social fraternities and sororities exist at the University as residential units or groups under policies established by the Dean of Students Office. Fraternities and sororities that provide housing for fifteen or more students must have a live-in house director in accordance with criteria set forth by the Dean of Students Office. Fraternity and Sorority living units, regardless of location, are expected to comply fully with all federal, state and local laws which relate to alcohol use, fire safety codes, health codes, drug use and all other applicable University of Florida policies associated with facility maintenance and chapter management. All fraternities and sororities are required to have a faculty or community advisor who lives within 45 miles of Gainesville.

Fraternities and sororities exist at the University only at the invitation of the University. This invitation is formally extended by the President of the University and can be withdrawn if a fraternity or a sorority fails to comply with University or the Board of Regents regulations and policies, including but not limited to, policies established by the [Dean of Students Office](#).

## Hazing

Organizations must be aware of and adhere to the policy on hazing. Hazing is any intentional or reckless action or situation created to produce emotional or physical discomfort, harrassment, humiliation, or ridicule for the purpose of "testing" the student's loyalty prior to becoming or as a member of the group.

<http://www.aa.ufl.edu/aa/Rules/40161.htm>

## Non-Discrimination

The University of Florida does not discriminate on the basis of age, creed, color, race, national or ethnic origin, handicap, or sex in the administration of educational policies, admission policies, financial aid, employment or any other program or activity. The University of Florida Title IX coordinator is Dr. Jacquelyn Hart, 145 Tigert Hall, (352) 392-6004.

## Participation in Campus Activities by Students

All students are free to join University organizations. All student organizations must be officially registered in order to meet on campus and to use University facilities. In order to hold an elected or appointed student office in a student organization students must meet GPA and enrollment requirement.

<http://www.aa.ufl.edu/aa/Rules/4003.htm>

## Registration of Student Organizations

The Student Activities Center is responsible for the annual re-registration process for all student organizations. Additionally, the Student Activities Center serves as a resource for new student organizations that wish to become registered with the University. New student organization resources are available at

<http://www.union.ufl.edu/sac/resources.asp>.

Refer to <http://www.union.ufl.edu/sac/handbook/4.shtml>

## Respect for Diversity in Student Organizations

The University of Florida recognizes the importance of a diverse student body. The student body represents many races, nationalities, political points of view, and personal preferences. No student or student organization at the University of Florida should take any action or present any oral or written statements that defame another's character, dignity, religion, age, race, sex, nationality, disability, or sexual orientation.

## Solicitation/Fundraising

Registered student organizations may not engage in commercial sales and fundraising projects unless the proceeds from such sales and projects are used for educational, charitable or philanthropic purposes. Permits for such activities must be obtained in advance from the Director of Student Activities, 300 JWRC. Each organization can complete online program permits by completing the permitting tutorial prior to their first event (<http://www.union.ufl.edu/sac/begintutorial.asp>).

Refer to <http://www.aa.ufl.edu/aa/Rules/4006.htm>

<http://www.union.ufl.edu/sac/handbook/19.shtml>



## Services for Students with Disabilities

For students with disabilities, this publication is available in alternative formats. Please contact the [Dean of Students Office](#), P202 Peabody Hall, 392-1261 or 392-3008 (TDD). For students with hearing or speech impairments use the Florida Relay Service at (800) 955-8771(TDD).

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