

# Proposed Council Policies Amendments

## Chapter Eleven: Policies on Clubs

Prepared by Jay Muoio, Vice-President Student Organizations

### Proposed Amendment #1

#### *Original Document:*

#### Section 1: Clubs Recognition

- a) Club recognition by the VUSAC is required for all Victoria clubs in order to take advantage of certain privileges- such as access to room booking on the Vic campus, opportunity to apply to the VUSAC for funding and inclusion in student handbooks and/or web sites produced by the VUSAC or other Victoria offices.
- b) Recognition must be renewed annually. Recognition granted at any point in the year will expire on the following April 30th.
- c) To be recognized by the VUSAC, a club must meet the following minimum requirements. The club must:
  - i) Actively and effectively recruit members from within the Victoria College community.
  - ii) Submit a fully completed Victoria Club Recognition application form to the VUSAC VPSO. The application will be considered at the next appropriate VUSAC meeting, at the discretion of the chair, following the receipt of the application assuming all minimum requirements for recognition have been met. All information on the form must be accurate and current.
  - iii) Have an executive, at least 70% of which is composed of members of the VCU.
  - iv) Have a club email address, which is to be monitored on a weekly basis.
  - v) Submit a full list of the club executive officers for the current year.
  - vi) Send a representative to the VUSAC Clubs Event during Orientation Week. The VPSO shall be responsible for informing all club contact persons of the time and place of this event within a reasonable period of time.
  - vii) Regularly check the individual VUSAC mailbox designated to the club as well as the email address provided by the club to the VPSO on a weekly basis
  - viii) Send at least one exec to the mandatory clubs meeting each term. Meetings are to be scheduled by the VPSO, a minimum of two weeks in advance.
  - ix) Attend two mandatory check-ins with the VPSO per year (one per semester).
  - x) May submit any materials related to transitions or Orientation Week requested by the VPSO in a timely manner.

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- xi) In order to access second semester funding, at least 1/2 of a club's Executive team (including club heads) must attend Equity Training.
- d) In order to allow for the formation of clubs by first year students, and to allow the formation of clubs after the budget request deadline, clubs may request recognized status from the VUSAC at any time.

### ***Proposed Amendment:***

#### Section 1: Clubs Recognition

- a) Clubs shall be considered recognized by the VUSAC, and shall have access to all privileges that come with recognition, immediately upon ratification of their Club Application Form.
  - i) This form is to be submitted to the Vice-President Student Organizations and then considered for ratification at the soonest appropriate VUSAC meeting, assuming all minimum requirements for recognition are met.
- b) Recognition must be renewed annually. Recognition granted at any point in the year will expire on the following April 30th.
- c) To be recognized by the VUSAC, a club must meet the following minimum requirements. The club must:
  - i) Have an executive team that adheres to the policies outlined in Section 2 of this chapter.
  - ii) Have a club email address that they will check on a weekly basis, at minimum.
  - iii) Have a logo.
  - iv) Not be in opposition to the mission statement and mandate of the VUSAC.
  - v) Have accurately portrayed all information provided on their Club Application Form.
  - vi) Ensure that the VPSO always has an updated copy of any governing documents that the club follows (ex. a Ulife constitution). This is to ensure that the club's mandate adheres to VUSAC policies.
- d) In order to allow for the formation of clubs by first year students, and to allow the formation of clubs after the budget request deadline, clubs may request recognized status from the VUSAC at any time, excluding the period between April 30th and the opening of the following year's primary application period.

**Rationale:** The first line was altered as privileges are now outlined in a later section of this chapter (pending the approval of these amendments). The first line is now used to outline how recognition is actually obtained.

Most of the minimum recognition requirements were removed from Section 1, subsection c). However, they were not deleted, just moved to other sections of this policy to make it more logically organized. This is because many of these requirements were simply things that should

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be done by clubs throughout the year, rather than minimum requirements to be considered for recognition.

## Proposed Amendment #2

### Section 2: Club Executives

- a) Club Heads are responsible for leading a club's executive team and serve as the VUSAC's first point of contact for their club.
  - i) Clubs can have up to two (2) recognized Club Heads.
  - ii) All Club Heads must attend two mandatory check-ins with the VPSO per year (one per semester).
  - iii) Club Heads must submit any materials related to transitions or Orientation Week requested by the VPSO in a timely manner.
  - iv) If a club has a mailbox in the VUSAC Office, Club Heads must check their mailbox on a weekly basis, at minimum.
- b) A Club's Executive shall refer to all members of a club who hold a duly appointed position within that club, inclusive of Club Heads.
  - i) Executive positions and responsibilities shall be defined by the club's Head(s).
  - ii) A full list of executive officers for the current year must be submitted to the VPSO.
  - iii) The VPSO must be notified of any changes in the executive structure of a club.
- c) A club's executive team must be composed of University of Toronto students, 70% of which must be members of the VCU.
  - i) At the discretion of the VUSAC, a club may be ratified without meeting this 70% minimum as long as at least one VCU member sits on their executive and they have a plan in place to meet the minimum within a reasonable timeframe.
  - ii) Continued recognition is contingent on fulfilling this requirement within this timeframe, and no budget shall be approved for clubs who do not yet meet the 70% minimum.
- d) At least 50% of a club's executive team must attend VUSAC approved Equity Training.
- e) At least one executive member must be sent to the mandatory all clubs meeting each term. Meetings are to be scheduled by the VPSO, a minimum of two weeks in advance.
- f) Each member of a club's executive shall be chosen in a fair process that shall be overseen externally by the VPSO. The process (i.e. elections, hiring, etc.) and timeline by which a candidate will be chosen to fill each executive position must be outlined in a club's Club Application Form.
  - i) The VUSAC is to ensure that selection processes are equitable, accessible, and justifiable relative to the executive position in question.
  - ii) The selection process outlined on a club's Club Application Form at time of ratification is binding. A club cannot select a candidate using a different process than the one approved by the VUSAC without first consulting the VPSO.
  - iii) Student(s) who start a new club shall be automatically considered the Club Head(s) for that academic year.

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**Rationale:** Adding a section that specifically outlines the duties and requirements of club executive teams instead of having the policies pertaining to them spread out randomly throughout this chapter. A lot of the “recognition” requirements that didn’t really have to do with “recognition” were moved here so that responsibilities of club heads and executives are all organized in the same place.

Subsection b) was added to more concretely define what an executive member of a club is.

Subsection c) i) was added so that clubs who have yet to build up a full executive team have a chance to before they need to meet the 70% VCU member requirement. This is how club recognition often already operates and is helpful in situations where, for example, a VCU and non-VCU member want to form a brand new club, but technically are only 50% VCU members, and they can’t really go out and elect more executives without already having recognition.

In addition, subsection f) (which is a revised version of what was previously Section 6, subsection a)) was added to specifically outline the election/appointment process for club executives. The original document references “club constitutions,” which are not mentioned anywhere else in Council Policies and have not been collected by VUSAC for at least the past 2 years (maybe more). All important information clubs need to submit can (and have) easily fit within their Victoria Club Recognition application, which serve as makeshift constitutions. This amendment ensures that the original purposes of some policies are not lost in translation or left unenforceable simply because we no longer ask for constitutions.

## Proposed Amendment #3

### *Original Document:*

#### Section 2: Clubs Funding

- a) Clubs must apply to the VUSAC for funding within the budget deadline. Clubs formed or recognized after the budget request deadline may still apply to the VUSAC for funding but should be aware that funds may be more limited.
- b) Budget requests must include detailed summaries and justifications of line items.
- c) Clubs that request \$1000 or more in funding for a given semester are mandated to send a club head, or a club executive, to that semester's Budget Steering Meeting.
- d) Any Club spending beyond the approved budget or the amount provided to the club by the VUSAC will not be reimbursed by the VUSAC.
  - i) Exceptions may be made at the discretion of the VUSAC Executive and the Finance Chair, on a case-by-case basis.
- e) All Club funding obtained or requested from outside sources, such as endowments or the UTSU, must be listed on the budget request form, including the source of funding and the amount received or requested.
- f) Any VUSAC recognized club that raises its own funds shall have the opportunity to reallocate these funds into its own programming before those funds are accessible to other clubs and commissions.
  - i) Reallocations must still be ratified by the VUSAC.
- g) The Vice-President, Student Organizations shall maintain a contingency fund during every budgetary period, to be drawn upon by all clubs.

### *Proposed Amendment:*

#### Section 3: Clubs Funding

- a) Clubs must apply to the VUSAC for funding within the budget deadline. Clubs formed or recognized after the budget request deadline may still apply to the VUSAC for funding but should be aware that funds may be more limited.
- b) Budget requests must include detailed summaries and justifications of line items.
- c) Clubs that request \$1000 or more in funding for a given semester are mandated to send an executive to that semester's Budget Ratification Meeting and Caucus.
- d) Any Club spending beyond the approved budget or the amount provided to the club by the VUSAC will not be reimbursed by the VUSAC.
  - i) Exceptions may be made at the discretion of the VUSAC Executive and the Finance Chair, on a case-by-case basis.
- e) In order to access second semester funding, clubs must meet the minimum Equity Training requirement, unless there are extenuating circumstances as decided by the VUSAC Executive.

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- f) All Club funding obtained or requested from outside sources, such as endowments or the UTSU, must be listed on the budget request form, including the source of funding and the amount received or requested.
- g) All expected revenue must be listed on a club's budget request.
  - i) To ensure that funds aren't misused, all revenue accumulated must be paid to the VUSAC. These funds will be distributed back to the club that raised them through the usual reimbursement process, based on that club's ratified budget. Exceptions may be made depending on the circumstances.
  - ii) A club will have priority in regards to allocating any remaining revenue they collected during the fall budgeting term when submitting a budget request for the winter budgeting term.
  - iii) When a club's recognition expires or is revoked, all unused revenue will be added to the VUSAC's general funding pool for the following budgeting period.
- h) The Vice-President Student Organizations shall maintain a contingency fund during every budgetary period, to be drawn upon by all clubs.

**Rationale:** Subsection e) Mentioning that meeting the equity requirement to access second semester funding in the "funding" section seems better for clarity (the 50% minimum is still specified in Section 2)

Subsection g) VUSAC's current policy on how we manage the revenue that club's make has a lot of gaps in it. This revision better reflects how VUSAC already processes club revenue. As constituents of VUSAC, club funding is considered an extension of VUSAC funding, and therefore club revenue is considered an extension of VUSAC revenue and must remain accounted for.

Revenue also is not permitted to remain within and be spent directly by the club itself to allow for VUSAC's auditing process to function properly (aka, we audit clubs by never directly giving them money to spend, and instead reimbursing them after the funds are spent in accordance with their budget. Letting clubs spend their own revenue directly undermines this). Additionally, clubs are considered constituents of VUSAC and are not their own financial bodies, and therefore when their recognition ends, their profit needs to be reabsorbed within VUSAC for accountability sake, in case they don't return the next year and basically run off with their profits.

However, even returning clubs do not have priority over their profit from previous academic years because of the fact that clubs *should not be making a profit to begin with*. If clubs are making more revenue than they can spend, then they shouldn't be charging students at all. VCU members already pay into student fees and so clubs should not be charging unnecessary additional fees if VUSAC's funding is enough to get by. Revenue should never exceed expenditure and should only be collected when necessary. If a club is making any profit, it would have to be through a completely unexpected circumstance, and budgets that intend to accumulate profit will not be approved by VUSAC.

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The reason that clubs *do* have priority over their profits between semesters is because clubs may want to fundraise for their own events during first semester so that they can put it on in second semester, may have accumulated revenue to purchase something during first semester but weren't able to make the purchase until the following budgeting term, etc.



## Proposed Amendment #4

### *Original Document:*

#### Section 3: Club Equipment

- a) All club equipment purchased with VUSAC funds are the property of the VUSAC and must be returned at the end of each academic year.
- b) Club equipment sign-out policy:
  - i) Any member of a club may borrow their club's equipment, kept in the VUSAC storage, by making arrangements with the VUSAC VPSO. Members of the VCU who are not members of the associated club must obtain permission from the appropriate club head before borrowing.
  - ii) Equipment must be returned in its original condition. All damages incurred will be the responsibility of the borrower.
- c) Each club head must submit an inventory list to the VPSO at the end of each semester.

### *Proposed Amendment:*

#### Section 4: Club Equipment

- a) All club equipment purchased with VUSAC funds are the property of the VUSAC and must be returned at the end of each academic year.
- b) Club equipment sign-out policy:
  - i) Any member of a club may borrow their club's equipment, kept in the VUSAC storage, by making arrangements with the VUSAC VPSO. Members of the VCU who are not members of the associated club must obtain permission from the appropriate Club Head before borrowing.
  - ii) Equipment must be returned in its original condition. All damages incurred will be the responsibility of the borrower.
- c) Club Heads must submit an inventory list to the VPSO at the end of each semester.

**Rationale:** Just changing the Section number to line up properly and doing a few grammatical changes for consistency throughout the document. Larger discussions about property is outside the scope of the intentions of these amendments.

## Proposed Amendment #5

### *Original Document:*

#### Section 4: Club Membership

- a) Membership may not be denied to any member of the VCU except for the following circumstances:
  - i) The nature of the club requires special talents or abilities which are not held in the applicant (e.g. musical talent).
  - ii) The applicant has demonstrated disruptive tendencies which would seriously undermine other students' safety or enjoyment of the club. In such a case the applicant should be informed in writing of the clubs' reasons for rejecting the application. All such rejections may be appealed to the VUSAC and the rejected applicant must be informed in writing that they have the right to make such an appeal.

### *Proposed Amendment:*

#### Section 5: Club Membership

- a) **General** membership may not be denied to any member of the VCU except for the following circumstances:
  - i) The nature of the club requires special talents or abilities which are not held in the applicant (e.g. musical talent). **The VPSO must be informed of the specifics of these restrictions in the club's Club Application Form.**
  - ii) The applicant has demonstrated disruptive tendencies which would seriously undermine other students' safety or enjoyment of the club. In such a case the applicant should be informed in writing of the clubs' reasons for rejecting the application. All such rejections may be appealed to the VUSAC and the rejected applicant must be informed in writing that they have the right to make such an appeal.
- b) **Clubs are not permitted to charge a membership fee.**

**Rationale:** The addition to Subsection a) i. Is to make sure that the VPSO is made aware of clubs that wish to restrict membership so they can ensure that they are not doing so in opposition to policy.

The addition of Subsection b) is to make it explicit that Vic clubs cannot charge a membership fee (which is already something they are generally not permitted to do, as reflected by subsection a)).

## Proposed Amendment #6

### *Original Document:*

#### Section 5: Club Functioning

- a) Advertising
  - i) Clubs must actively encourage participation and attendance at their events.
  - ii) Clubs must make a reasonable effort to inform the VPSO of their upcoming events (including meetings) to the VPSO for inclusion in various communications vehicles.
  - iii) Clubs should strongly consider placing posters around the campus announcing the first few meetings (with date, time and location) for the club at the start of the fall semester and at the start of the winter semester so new members can get involved.

**Rationale:** The entire section was called “Club Functioning,” but it just talked about advertising, which I don’t think needs its own section. It was moved to miscellaneous so that the document is more concise. Additionally, the iii) was removed because it is not a real policy at all and seems like it would more appropriately fit in the Clubs Handbook, if anything.

## Proposed Amendment #7

### Section 6: Club Privileges

- a) All VUSAC recognized clubs shall have the following privileges:
  - i) Clubs can utilize variations of “Victoria College” within their name.
    - a. Clubs cannot use variations of “University of Toronto” unless the club has Ulife recognition.
  - ii) Clubs can request funding from the VUSAC.
  - iii) Clubs have access to support from the VUSAC Vice-President Student Organizations.
  - iv) Clubs can print club related materials for free in the VUSAC Office (to a reasonable extent).
  - v) Clubs can book spaces through Events Victoria, the VUSAC, The Cat’s Eye, and other space bookings services available on Victoria College Campus.
  - vi) Clubs are permitted to feature their promotional material on Victoria College campus and through the VUSAC’s online channels.
    - a. All physical posters must be signed by a member of the VUSAC Executive or a staff member from the Office of the Dean of Students, otherwise they will be removed.
    - b. All promotions on the VUSAC’s online channels must be submitted to and approved by the VUSAC Communications Coordinator.
  - vii) All clubs have a place on the VUSAC website’s clubs page.
  - viii) All clubs have a place at the Victoria College Orientation clubs event.

**Rationale:** Addition of a new section to better outline what privileges clubs are meant to have as constituents of VUSAC and to mandate that these privileges are maintained and not undermined in the future.

## Proposed Amendment #8

### **Original Document:**

#### Section 6: Miscellaneous

- a) A club's executive, chosen from amongst its own members, shall be elected in a fair and democratic process as outlined in the club's own constitution, as submitted to the VUSAC.
  - i) In cases where a position on the club's executive mandates the usage of specific skills (e.g. proficiency with graphic design), making it appropriate for a member to be appointed by the club's existing executive rather than elected by the club's membership.
  - ii) Said appeal must be submitted to the VPSO alongside proposed amendments to the club's constitution with would outline the appointment process.
  - iii) It is up to the discretion of the VPSO whether or not said exemption will be granted and relevant amendments to the club's constitution may be put forward for approval.
- b) All clubs shall abide by the Victoria University and the University of Toronto codes of student conduct and shall be governed by the VUSAC.
- c) Failure to comply with the aforementioned guidelines may result in suspension of funding and/or loss of recognition, at the discretion of the VUSAC.
- d) A copy of this Policy shall be included with the VUSAC Clubs Recognition application form

### **Proposed Amendment:**

#### Section 7: Miscellaneous

- a) Advertising
  - i) Clubs must actively try to recruit members, without bias, from all across the Victoria College community.
  - ii) Clubs must actively encourage participation and attendance at their events.
  - iii) Clubs should take advantage of all appropriate avenues of outreach they have available to them, such as postering, online communications, etc.
  - iv) Clubs must make a reasonable effort to inform the VPSO of their upcoming events (including meetings) for inclusion in various communications vehicles.
- b) All clubs ratified at the Primary Clubs Ratification Meeting must send a representative to the VUSAC Clubs Event during Orientation Week. The VPSO shall be responsible for informing all club heads of the date and location of this event within a reasonable timeframe.
- c) All clubs shall abide by the Victoria University and the University of Toronto codes of student conduct and shall be governed by the VUSAC.

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- d) Failure to comply with [any of the VUSAC's Policies](#) may result in suspension of funding and/or loss of recognition, at the discretion of the VUSAC.
- e) A copy of this Policy shall be included with the VUSAC [Club Application Form](#).

**Rationale:** The original subsection a) of this section was moved to Section 2; in its place is now what used to be Section 5, Subsection a), as described above.

The Orientation requirement was also moved from section 1, subsection c) to this section as it really didn't belong anywhere else.

## If ratified, the full chapter will read as follows:

### Section 1: Clubs Recognition

- a) Clubs shall be considered recognized by the VUSAC, and shall have access to all privileges that come with recognition, immediately upon ratification of their Club Application Form.
  - i) This form is to be submitted to the Vice-President Student Organizations and then considered for ratification at the soonest appropriate VUSAC meeting, assuming all minimum requirements for recognition are met.
- b) Recognition must be renewed annually. Recognition granted at any point in the year will expire on the following April 30th.
- c) To be recognized by the VUSAC, a club must meet the following minimum requirements. The club must:
  - i) Have an executive team that adheres to the policies outlined in Section 2 of this chapter.
  - ii) Have a club email address that they will check on a weekly basis, at minimum.
  - iii) Have a logo.
  - iv) Not be in opposition to the mission statement and mandate of the VUSAC.
  - v) Have accurately portrayed all information provided on their Club Application Form.
  - vi) Ensure that the VPSO always has an updated copy of any governing documents that the club follows (ex. a Ulife constitution). This is to ensure that the club's mandate adheres to VUSAC policies.
- d) In order to allow for the formation of clubs by first year students, and to allow the formation of clubs after the budget request deadline, clubs may request recognized status from the VUSAC at any time, excluding the period between April 30th and the opening of the following year's primary application period.

### Section 2: Club Executives

- a) Club Heads are responsible for leading a club's executive team and serve as the VUSAC's first point of contact for their club.
  - i) Clubs can have up to two (2) recognized Club Heads.
  - ii) All Club Heads must attend two mandatory check-ins with the VPSO per year (one per semester).
  - iii) Club Heads must submit any materials related to transitions or Orientation Week requested by the VPSO in a timely manner.
  - iv) If a club has a mailbox in the VUSAC Office, Club Heads must check their mailbox on a weekly basis, at minimum.

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- b) A Club's Executive shall refer to all members of a club who hold a duly appointed position within that club, inclusive of Club Heads.
  - i) Executive positions and responsibilities shall be defined by the club's Head(s).
  - ii) A full list of executive officers for the current year must be submitted to the VPSO.
  - iii) The VPSO must be notified of any changes in the executive structure of a club.
- c) A club's executive team must be composed of University of Toronto students, 70% of which must be members of the VCU.
  - i) At the discretion of the VUSAC, a club may be ratified without meeting this 70% minimum as long as at least one VCU member sits on their executive and they have a plan in place to meet the minimum within a reasonable timeframe.
  - ii) Continued recognition is contingent on fulfilling this requirement within this timeframe, and no budget shall be approved for clubs who do not yet meet the 70% minimum.
- d) At least 50% of a club's executive team must attend VUSAC approved Equity Training.
- e) At least one executive member must be sent to the mandatory all clubs meeting each term. Meetings are to be scheduled by the VPSO, a minimum of two weeks in advance.
- f) Each member of a club's executive shall be chosen in a fair process that shall be overseen externally by the VPSO. The process (i.e. elections, hiring, etc.) and timeline by which a candidate will be chosen to fill each executive position must be outlined in a club's Club Application Form.
  - i) The VUSAC is to ensure that selection processes are equitable, accessible, and justifiable relative to the executive position in question.
  - ii) The selection process outlined on a club's Club Application Form at time of ratification is binding. A club cannot select a candidate using a different process than the one approved by the VUSAC without first consulting the VPSO.
  - iii) Student(s) who start a new club shall be automatically considered the Club Head(s) for that academic year.

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- a) Clubs must apply to the VUSAC for funding within the budget deadline. Clubs formed or recognized after the budget request deadline may still apply to the VUSAC for funding but should be aware that funds may be more limited.
- b) Budget requests must include detailed summaries and justifications of line items.
- c) Clubs that request \$1000 or more in funding for a given semester are mandated to send an executive to that semester's Budget Ratification Meeting and Caucus.
- d) Any Club spending beyond the approved budget or the amount provided to the club by the VUSAC will not be reimbursed by the VUSAC.
  - i) Exceptions may be made at the discretion of the VUSAC Executive and the Finance Chair, on a case-by-case basis.



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- e) In order to access second semester funding, clubs must meet the minimum Equity Training requirement, unless there are extenuating circumstances as decided by the VUSAC Executive.
- f) All Club funding obtained or requested from outside sources, such as endowments or the UTSU, must be listed on the budget request form, including the source of funding and the amount received or requested.
- g) All expected revenue must be listed on a club's budget request.
  - i) To ensure that funds aren't misused, all revenue accumulated must be paid to the VUSAC. These funds will be distributed back to the club that raised them through the usual reimbursement process, based on that club's ratified budget. Exceptions may be made depending on the circumstances.
  - ii) A club will have priority in regards to allocating any remaining revenue they collected during the fall budgeting term when submitting a budget request for the winter budgeting term.
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- h) The Vice-President Student Organizations shall maintain a contingency fund during every budgetary period, to be drawn upon by all clubs.

### Section 4: Club Equipment

- a) All club equipment purchased with VUSAC funds are the property of the VUSAC and must be returned at the end of each academic year.
- b) Club equipment sign-out policy:
  - i) Any member of a club may borrow their club's equipment, kept in the VUSAC storage, by making arrangements with the VUSAC VPSO. Members of the VCU who are not members of the associated club must obtain permission from the appropriate Club Head before borrowing.
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- c) Club Heads must submit an inventory list to the VPSO at the end of each semester.

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- a) General membership may not be denied to any member of the VCU except for the following circumstances:
  - i) The nature of the club requires special talents or abilities which are not held in the applicant (e.g. musical talent). The VPSO must be informed of the specifics of these restrictions in the club's Club Application Form.
  - ii) The applicant has demonstrated disruptive tendencies which would seriously undermine other students' safety or enjoyment of the club. In such a case the applicant should be informed in writing of the clubs' reasons for rejecting the

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application. All such rejections may be appealed to the VUSAC and the rejected applicant must be informed in writing that they have the right to make such an appeal.

- b) Clubs are not permitted to charge a membership fee.

### Section 6: Club Privileges

- a) All VUSAC recognized clubs shall have the following privileges:
  - i) Clubs can utilize variations of “Victoria College” within their name.
    - a. Clubs cannot use variations of “University of Toronto” unless the club has Ulife recognition.
  - ii) Clubs can request funding from the VUSAC.
  - iii) Clubs have access to support from the VUSAC Vice-President Student Organizations.
  - iv) Clubs can print club related materials for free in the VUSAC Office (to a reasonable extent).
  - v) Clubs can book spaces through Events Victoria, the VUSAC, The Cat’s Eye, and other space bookings services available on Victoria College Campus.
  - vi) Clubs are permitted to feature their promotional material on Victoria College campus and through the VUSAC’s online channels.
    - a. All physical posters must be signed by a member of the VUSAC Executive or a staff member from the Office of the Dean of Students, otherwise they will be removed.
    - b. All promotions on the VUSAC’s online channels must be submitted to and approved by the VUSAC Communications Coordinator.
  - vii) All clubs have a place on the VUSAC website’s clubs page.
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- a) Advertising
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- c) All clubs shall abide by the Victoria University and the University of Toronto codes of student conduct and shall be governed by the VUSAC.
- d) Failure to comply with any of the VUSAC's Policies may result in suspension of funding and/or loss of recognition, at the discretion of the VUSAC.
- e) A copy of this Policy shall be included with the VUSAC Club Application Form.