STUDENT ORGANIZATION CHARTER PROCEDURES

Student organizations may be chartered based upon the recommendations of the SGA and approval by the Student Life Committee.

Individuals interested in forming a student organization should follow the steps outlined below:

I. Identify students interested in joining the organization. A minimum of ten members is required prior to official recognition.

II. The group of interested students should write a constitution and bylaws for the proposed organization. The constitution should include the following:

1. Name of the organization
2. Purpose(s) of the organization
3. Definition of membership
4. Organizational officer positions and responsibilities
5. Voting procedure
6. Method of establishing regular scheduled meeting times
7. Method for amending the constitution
8. Committee names and responsibilities
9. Method of funding the organization

The constitution of every student organization must contain a statement that the organization and its members agree to uphold and abide by the rules and regulations of BPCC.

Any constitutional change must be approved by the Student Government Association and the Student Life Committee.

III. Select a faculty advisor

IV. Complete the charter application available from the Director of Student Life.

Upon completion of the above steps, the proposed organization will submit the documentation to the Student Government Association for charter consideration.