

THE MBAR SYSTEM

Student Senate recognizes organizations on four levels: "Recognized Organizations," "Allocated Organizations," "Budgeted Organizations," and "Media Organizations." "Media" and "Budgeted" organizations are those organizations which consistently reach out to a large portion of the University and include such organizations as WVUR, The Torch, The Lighter, The Beacon, Union Board, BSO, LIVE, and many more. These organizations are given a yearly budget from which they provide campus-wide programming. "Allocated" organizations are given a budget for each semester and also provide programming and activities for students. "Recognized" organizations must fill out a funding request for each of their events. The basic requirements and procedure for approval of (M)edia, (B)udgeted, (A)llocated and (R)ecognized Organizations are described below. (These are taken directly from the Student Senate Administration Codes.)

ARTICLE VI PROCEDURE FOR APPROVAL OF A (R)ECOGNIZED ORGANIZATION

Section A In order for a student organization to receive initial approval, it must complete and submit an [Organizational Approval Form](#) along with a copy of its constitution. The organization must be approved by Student Senate in order to gain full approval as a (R)ecognized organization.

Section B Any student organization, which was approved the previous year, need only to complete and submit an Approval Renewal form to the Administration Committee in order to receive renewed approval. This form shall request the current slate of officers and any constitutional changes. Such renewal forms shall be submitted to the Administration Committee four weeks prior to the end of classes in the Spring semester.

Section C In the event that a student organization does not meet the constitutional requirements in Article IV, Section B of the Administration Committee codes, Administration Committee may, upon its discretion, recommend approval contingent on the organization changing its constitution within a deadline given by the Administration Committee. The organization will not be eligible to receive the benefits of approval defined in Article V until proper constitutional changes are made. If the organization fails to submit a revised constitution within the deadline, approval shall be revoked.

Section D A student organization that was approved in previous years must submit a copy of its constitution, operating manual, or codes every academic year to the Administration Committee.

ARTICLE VII BASIC REQUIREMENTS OF AN (A)LLOCATED ORGANIZATION

Section A All organizations seeking (A)llocated Organization status must continue to fulfill the requirements as stated in Article IV of the Administration Committee codes in addition to the following:

Clause 1 A student organization must a be Student Senate (R)ecognized organization for at least 2 semesters before receiving approval as an (A)llocated Organization.

Clause 2 Any Student Senate approved organization that demonstrates a monetary need of at least \$400 per academic semester, or that demonstrates a monetary need to comprise funding for two or more major events for essential programming.

Clause 3 In order for a student organization to be approved as an (A)llocated Organization, and application for (A)llocated status must be completed correctly and submitted by the deadline no later than TEN weeks before the end of the current semester, at the exact date set by the Administration Committee.

Clause 4 The organization seeking (A)llocated organization status must adequately publicize all funded events through all appropriate means available.

Clause 5 An (A)llocated Organization shall not have paid officers, and shall not submit an (A)llocated Appropriations request for funding of any position or honorarium to members within the organization.

ARTICLE VIII PROCEDURE FOR APPROVAL OF AN ALLOCATED ORGANIZATION

Section A In order for a student organization to be recognized as an (A)llocated Organization, an application for Allocated status must be completed correctly and submitted no later than TEN weeks before the end of the current semester, at the exact date set by the Administration Committee. The organization must be approved by the Administration Committee then approved by the Student Senate in order to gain full approval as an (A)llocated organization.

Section B Re-Approval consideration for all (A)llocated Organizations will be given on a yearly basis; however, the Administration Committee reserves the right to review and revoke status at anytime.

Section C All organizations seeking (A)llocated Organization status must continue to fulfill the requirements stated in Article VI, Section D of the Administration Committee codes.

ARTICLE XI BASIC REQUIREMENTS OF A BUDGETED ORGANIZATION

Section A All organizations seeking (B)udgeted Organization status must continue to fulfill the requirements as stated in Article IV of the Administration Committee codes, in addition to the following: Clause 1 A student organization must be approved as an (A)llocated organization for at least 3 semesters before receiving approval as a (B)udgeted organization.

Clause 2 Any Student Senate (A)llocated organization that demonstrates a monetary need of \$3000 per academic year, submitted in a formal budget, shall be considered.

Clause 3 The organization seeking (B)udgeted status must include a proposal detailing publicity for all events sponsored by the organization in order to demonstrate anticipated communication to the Student Body.

Clause 4 Any organization seeking (B)udgeted status may have paid officers or positions within the organization.

Clause 5 Any organization seeking (B)udgeted status may not receive funding from other departments within the University, with the exception of funding for specific events co-sponsored with said departments.

ARTICLE X PROCEDURE FOR APPROVAL OF A BUDGETED ORGANIZATION

Section A In order for a student organization to receive approval as a (B)udgeted organization, a (B)udgeted Organization Consideration application must be completed correctly and submitted to the Administration Committee of the Student Senate, by a date set by that committee, no later than the final day of the fall semester. The organization must be approved by the Student Senate in order to gain full approval as a (B)udgeted organization.

Section B Upon submitting the annual re-approval form, the (B)udgeted status of each organization will be reviewed as per the requirements for (B)udgeted Status as described in the By Laws and Constitution of the Valparaiso University Student Senate and may be revoked upon the recommendation of the Administration Committee and affirmation of the Student Senate.

Section C All organizations seeking (B)udgeted Status must fulfill the requirements set forth in Article IV of the Administration Committee codes.

ARTICLE XI BASIC REQUIREMENTS OF A (M)EDIA ORGANIZATION

Section A All organizations seeking (M)edia status must continue to fulfill the requirements as stated in Article IV of the Administration Committee codes. Section B Only campus media organizations authorized for membership on the Committee on Media may qualify for (M)edia status.

ARTICLE XII PROCEDURE FOR APPROVAL OF A MEDIA ORGANIZATION

Section A All organizations seeking (M)edia status must verify membership on the Committee on Media. Section B All (M)edia organizations must submit an application for re-approval of (M)edia status every even numbered year. The Administration Committee reserves the right to revoke status at anytime.

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