

Chapter 11

Student Groups

Student Allocation Committee Guidelines
Conditions for Funding Department Clubs

Department Club:

Any group of students who choose to organize in order to pursue more actively on a non-curricular basis their interest in a particular discipline related to an existing department on the campus.

Department Clubs are eligible for funds only when the following conditions have been met:

- Official recognition has been granted by the department **and** by the University (Oshkosh Student Association (OSA)).
- Activities for which funds are to be used are not credit producing, credit-related, or for the purpose of recruitment or employment, either directly or indirectly.
- Two or more clubs existing within a department apply for funds as a single unit.
- Funds are not requested for travel. Travel will not be funded.
- Reception costs for speakers do not exceed \$40 per event and \$160 per year.
- Department activities and faculty members do not receive allocated funds.
- Club membership and club-sponsored events are open to all students.
- All events are promoted widely. At least one copy of promotional materials for funded events must be sent to the Student Allocations Committee to be put on file.
- Alternative funding sources (i.e., department vending machine fund, parent chapter support and/or fund raisers)have been explored.

UW Oshkosh Allocations Committee, 11 April, 1989

Student Organization Travel Using State Vehicles

When a student organization seeks to use a University vehicle for travel:

- The University employee (sponsor) who requests vehicles for use by a recognized student must sign the request form.
- A University employee must accompany all out-of-state travelers who use University vehicles.
- Whether in-state or out-of-state travel is proposed, the sponsor must indicate whether he or she will accompany the vehicle.
- If the sponsor is not accompanying the vehicle for in-state travel, a written rationale must be submitted to the Fleet Office (Facilities Management Building) at least two weeks in advance (failure to give sufficient notice may be a cause for denying vehicle use), along with the names and drivers' license numbers of proposed vehicle operators. **Unless approved in writing, no fleet vehicle will be released for in-state travel if the sponsor does not accompany it.**

Assistant Chancellor for Administrative Programs and Services, 07 August, 1991