Student Senate By-Laws  
ARTICLE 5-Student Club Recognition  

I. Recognition of Student Organizations  

A. Recognition of a student organization at Lehigh University implies neither approval nor disapproval of the purposes, objectives and policies of the organization. Rather, recognition constitutes an acceptance of the organization’s ability to conduct business on the Lehigh University campus. In order to be eligible for recognition by the Lehigh University Student Senate, student organizations must meet the following criteria:  

1. The organization must draw a majority of its membership from the undergraduate student body.  
2. Membership in the organization must be open to any member of the undergraduate student body.  
3. President and Treasurer of the organization must be from the undergraduate student body.  
4. Membership in the organization must be open to any individuals regardless of race, color, religion, creed, national origin, ancestry, handicap, gender or sexual orientation.  
5. The organization must have no goal or purpose which violates the Constitution or Laws of the United States, or the Commonwealth of Pennsylvania.  
6. The organization must have no goal or purpose, which violates the mission, principles, and rules of Lehigh University.  
7. The organization must have no goal or purpose, which violates the Constitution or By-Laws of the Lehigh University Student Senate.  
8. The organization must not be a social fraternity or sorority.  
9. The organization must not provide profit for any individual, group, or organization.  
10. The organization must not have any goal or purpose or sponsor any activity which endangers the physical health or safety of an individual.  

B. Procedures  

1. An organization requesting recognition or recognition renewal by the Lehigh University Student Senate must submit to the Recognition Committee an application which shall include the following:
a. A proposed Constitution for the organization.

b. A list of the organization’s officers, addresses, and phone numbers.

c. A letter from a Lehigh University faculty or staff member who is willing to serve as the adviser.

d. A petition of twenty-five (25) names of students supporting the club.

e. A copy of the club Constitution, petition and list of officers must be brought to the Student Activities Coordinator.

2. No later than sixty (60) days unless extenuating circumstances arise, following the submission of a completed application for recognition, the Recognition Committee shall recommend to the Student Senate either that the request be granted or denied. Under no circumstances shall the Recognition Committee prevent a request for recognition from being presented to the full Senate.

3. A proposed student organization’s officers shall be given no less than seven (7) days written notice of the committee’s decision of the recognition or denial. At the presentation of the motion for recognition the proposed organization shall be given the opportunity to present its case before the Senate.

4. A student organization shall be recognized by the Lehigh University Student Senate upon majority vote (of those Senators present and voting).

5. An officer of the organization requesting recognition shall be notified in writing within seven (7) days of the decision of the Senate. A rationale shall accompany a denial. Constitutions of recognized student organizations will be reviewed by the Recognition Committee every three (3) years.

6. All amendments to Club Constitutions must be sent to the Student Senate for approval.

C. Privileges and Responsibilities of Recognized Student Organizations

1. Organizations recognized by the Lehigh University Student Senate shall have the following privileges:

   a. Eligibility to use University facilities in accordance with University policy.

   b. Sponsor and promote activities, specifically distribute literature, flyers, posters, banners and organization.
c. Solicit funds on campus through programs and fundraisers in accordance with University Policy.

d. Use University services or resources such as purchasing, student printing, physical plant, transportation, computer services, mail services, and central stores in accordance with University Policy.

e. Apply for student life series funds if the organization meets the required criteria.

f. Be listed in University/Student Activity publications including the directory of student organizations.

2. All recognized student organizations must:

a. Register with the Dean of Students office during the first full week of each semester in order to maintain their recognition. The registration process requires that each organization submit a listing of the names, addresses, and phone number for each of the officers and the advisor. Any student organization which fail to meet the deadline may be required to re-initiate the recognition process with the Lehigh University Student Senate.

b. Submit any changes in their Constitution to the Recognition committee. All changes must be approved by the Senate.

c. Submit a Constitution and pertinent information for review by the Recognition Committee, which notified their three (3)-year renewal has arrived. Failure to do so may result in the club’s allocations being withheld.

D. Revocation of Student Organization Recognition

1. Recognition of a student organization may be revoked for:

a. Failure to comply with the requirements of the Constitution and By-Laws of the Lehigh University Student Senate.

b. Failure to comply with its own Constitution and By-Laws.

c. Failure to comply with University Policy.

d. Irresponsible use of funds, including failure to adequately document the expenditure of such funds.

e. Failure to submit a revised Constitution for the three-year Constitution review process.
2. Recognition shall be revoked only by a two-third (2/3) vote of the members of the Senate present and voting.

3. Requests for removal of recognition must be presented in writing to the Executive Board by any member of the Student Senate or the Student Activities Coordinator. Decision must be made by the Senate within sixty (60) days of the request.

4. A student organization's officers shall be given no less than ten (10) days written notice of Senate's consideration of the revocation, the organization shall be given the opportunity to present its case before the Senate.