

CODE OF ETHICS FOR UNIVERSITY RECOGNIZED STUDENT CLUBS AND ORGANIZATIONS

I. INTRODUCTION

California State University, Northridge (CSUN) provides opportunities for student engagement that create contexts for student learning and build a strong sense of community among its students, faculty and staff. One of the most powerful means by which this is accomplished is through University recognized student clubs and organizations. Upon satisfying the Procedures for Recognizing Clubs and Organizations (www.csun.edu/getinvolved), these student groups become eligible for a wide range of benefits through the University, Associated Students, Inc., and the University Student Union. The extension of these benefits is, in part, conditioned upon the student organization's agreement to conduct its activities in accordance with applicable laws and regulations, including the Clubs and Organizations Manual, this *Code of Ethics*, and CSU Executive Order 1006, Student Activities. Pursuant to EO 1006 campuses may establish codes of conduct for student organizations. The purpose of this Code is to communicate standards by which student clubs and organizations can achieve their fullest potential to align with the mission of the University, serve their members, and function in harmony with both on and off-campus communities.

The officers, members, and advisors to student clubs and organizations are individually and collectively responsible for insuring that all members understand and comply with the contents of this Code.

II. STANDARDS OF CONDUCT

- A. Educational Development: A portion of an organization's activities should reflect the mission of the University, which is to "...enable students to realize their educational goals." An intentional effort should be made to enrich each member's educational development through the programs, activities, and priorities of the organization.
- B. Individual Behavior: The personal behavior of each member impacts both the organizations and the University community. This makes it imperative for the individual to act ethically at all times, including the demonstration of self-respect and integrity. All students, including organization members, are required to adhere to the *CSU Student Conduct Code* (See Appendix A).
- C. Community Relations: Organizations that conduct activities which impact the surrounding community should seek to maintain supportive, communicative and positive relations with the community. The impression made by an organization on the community reflects upon the University as a whole. All members will conduct themselves so as to support a positive relationship with the community.
- D. Financial Management: Members and officers shall handle all student organization funds judiciously, recognizing the need to comply with relevant financial policies and laws, and minimizing the transfer of debt responsibility. Members shall avoid incurring debts on behalf of the organizations that cannot be, or are not, paid when due.

- E. Health and Safety: Members shall take basic precautionary measures to ensure individual and group safety through implementation of risk management measures that demonstrate a concern for mental, emotional and physical health and safety. Programs that provide educational information about the appropriate use of alcohol and drugs are strongly encouraged.
- F. Leadership Development: The continued success of a student organization requires a regular succession of effective leaders. Organizations shall provide programs or resources for development of the leadership skills needed in positions of service and responsibility. Current leaders should garner the ability to navigate through University procedures while developing opportunities for the mentorship and growth of future leaders.
- G. Legal Responsibility: Organization members have a responsibility to know, and uphold, all relevant federal, state, and local laws and University policies. Of particular importance are laws governing the use of alcohol and illicit drugs.
- H. Nondiscrimination: The community of CSUN aspires to behave as an inclusive, cooperative community. Consistent with stated University values, we encourage the recognition, awareness and respect for persons of varying backgrounds and perspectives. Clubs and organizations must adhere to the *Statement of Non-discrimination* (See Appendix B).
- I. Self-Governance: Each organization shall have a constitution and operating procedure that will allow officers and members to effectively uphold the standards of this code. Activities of an organization shall be consistent with the approved constitution, and the organization shall have a university advisor.

III. PROCEDURES FOR THE REVIEW OF CODE VIOLATIONS

Action can be taken against a recognized student club or organization that violates the *Code of Ethics*. Complaints against organizations should be filed in writing with the Matador Involvement Center (MIC). All complaints will be investigated and responded to. Procedures describing the processes used to consider such complaints are available in the MIC. Organizations found in violation of this Code can receive a range of sanctions including warnings, probationary status, suspension of university recognition, or withdrawal of university recognition.

Complaints about individual student conduct that violates the *CSU Student Conduct Code* should be brought to the attention of the Associate Vice President/Dean of Students in the Office of the Vice President for Student Affairs in University Hall 310.

UNIVERSITY APPROVAL:

(Signed copy in the Matador Involvement Center)

Dr. Terry Piper, Vice President for Student Affairs

Date

For policy clarification please call the Matador Involvement Center at (818) 677-5111.

APPENDIX A

CSU STUDENT CONDUCT CODE

Standards for Student Conduct.

(California Code of Regulations; Title 5, Article 2)

(a) Campus Community Values

The University is committed to maintaining a safe and healthy living and learning environment for students, faculty, and staff. Each member of the campus community should choose behaviors that contribute toward this end. Students are expected to be good citizens and to engage in responsible behaviors that reflect well upon their university, to be civil to one another and to others in the campus community, and contribute positively to student and university life.

(b) Grounds for Student Discipline

Student behavior that is not consistent with the Student Conduct Code is addressed through an educational process that is designed to promote safety and good citizenship and, when necessary, impose appropriate consequences.

The following are the grounds upon which student discipline can be based:

(1) Dishonesty, including:

(A) Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage.

(B) Furnishing false information to a University official, faculty member, or campus office.

(C) Forgery, alteration, or misuse of a University document, key, or identification instrument.

(D) Misrepresenting one's self to be an authorized agent of the University or one of its auxiliaries.

(2) Unauthorized entry into, presence in, use of, or misuse of University property.

(3) Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.

(4) Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.

(5) Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University related activity.

(6) Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed toward a member of the University community.

(7) Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.

(8) Hazing, or conspiracy to haze. Hazing is defined as any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university or other educational institution in this state (Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current, or prospective student of any school, community college, college, university or other educational institution. The term "hazing" does not include customary athletic events or school sanctioned events.

Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

(9) Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.

(10) Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University related activity.

(11) Theft of property or services from the University community, or misappropriation of University resources.

(12) Unauthorized destruction, or damage to University property or other property in the University community.

(13) Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.

(14) Unauthorized recording, dissemination, or publication of academic presentations (including handwritten notes) for a commercial purpose.

(15) Misuse of computer facilities or resources, including:

(A) Unauthorized entry into a file, for any purpose.

(B) Unauthorized transfer of a file.

(C) Use of another's identification or password.

(D) Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University community.

(E) Use of computing facilities and resources to send obscene or intimidating and abusive messages.

(F) Use of computing facilities and resources to interfere with normal University operations.

(G) Use of computing facilities and resources in violation of copyright laws.

(H) Violation of a campus computer use policy.

(16) Violation of any published University policy, rule, regulation or presidential order.

(17) Failure to comply with directions or, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.

(18) Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or well being of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.

(19) Violation of the Student Conduct Procedures, including:

(A) Falsification, distortion, or misrepresentation of information related to a student discipline matter.

(B) Disruption or interference with the orderly progress of a student discipline proceeding.

(C) Initiation of a student discipline proceeding in bad faith.

(D) Attempting to discourage another from participating in the student discipline matter.

(E) Attempting to influence the impartiality of any participant in a student discipline matter.

(F) Verbal or physical harassment or intimidation of any participant in a student discipline matter.

(G) Failure to comply with the sanction(s) imposed under a student discipline proceeding.

(20) Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline.

(c) Procedures for Enforcing This Code

The Chancellor shall adopt procedures to ensure students are afforded appropriate notice and an opportunity to be heard before the University imposes any sanction for a violation of the Student Conduct Code.

(d) Application of This Code

Sanctions for the conduct listed above can be imposed on applicants, enrolled students, students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending. Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Article regardless of whether it occurs on or off campus. Nothing in this Code may conflict with Education Code Section 66301 that prohibits disciplinary action against students based on behavior protected by the First Amendment.

Note: Authority cited: Sections 66017, 66452, 66600, 69810, 89030, 89030.1 and 89035, Education Code.
Reference: Sections 66450, 69813 et seq. and 89030, Education Code; and Section 245.6, Penal Code.

APPENDIX B

STATEMENT OF NON-DISCRIMINATION UNIVERSITY RECOGNIZED CLUBS AND ORGANIZATIONS

Pursuant to section 41500 of Title 5 of the California Code of Regulations and CSU Executive Order 1006, Student Activities, no fraternity, sorority, living group, honor society, religious, political, special interest, professional/academic related, or other student organization shall discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation, or disability. This prohibition does not apply to discrimination on the basis of gender as it applies to membership within athletic groups/clubs, social fraternities or sororities, or to other university living groups. University recognition shall be withheld or withdrawn from any club or organization that engages in prohibited discrimination.



**Statement of Understanding Between
University Recognized Student Clubs and Organizations,
and California State University, Northridge**

Statement of Understanding

Having thoroughly read the "Code of Ethics for University Recognized Student Clubs and Organizations,"

_____,
Club/Organization Name

hereby seeks official recognition status from California State University, Northridge. I affirm by my signature below that all members (and initiates) will be educated as to the contents of the aforementioned Code, as well as their responsibilities to uphold it. I also realize, and have educated my organization to the fact, that any violation of this Code of Ethics could result in my organization being suspended as a university recognized student club or organization, as well as possible personal judicial charges being brought against violators.

President's (or similar officer) Name:

President's CSUN ID #:

President (or similar officer) Signature:

Date:

University Advisor's Name:

University Advisor's Department:

Mail Code:

University Advisor Signature:

Date:

Official Use Only

Date Received:

Received By:

**Approved for Official University
Recognition:**

(Activities Coordinator, MIC)

(Date)