

## Haas Sponsored Club Governance

### I. Privileges of Haas Sponsorship

- a. Ability to reserve and use Haas classrooms and large conference spaces
- b. Access to the Undergraduate Office for club advising
- c. Space allocation in C122 Club Office for mailboxes and storage
- d. A single vote on all matters pertaining to the Director's Advisory Council
- e. Participation in student panels and other membership recruitment efforts at Haas
- f. Ability to apply for DAC event co-sponsorship and funding
- g. Permission to publicize events via Haas kiosks, club calendar, and flyer boards
- h. Participation in student organization resume books
- i. Web space allocation on the Haas servers

### II. Haas Admission Guidelines

- a. Academic advising is done solely by the Undergraduate program office. If it is determined that a club is giving admissions advice, their sponsorship from Haas will be dropped.
- b. If a club asserts that membership in their club will guarantee admissions to the Undergraduate program, their sponsorship from Haas will be dropped.
- c. If clubs hold an admissions or degree requirement advising event, their sponsorship from Haas will be dropped.
- d. Membership in a Haas sponsored club does not guarantee acceptance into Haas.

### III. Obtaining Haas Sponsorship

- a. Meet the minimum requirements
  1. Campus Life and Leadership-approved club for at least one (1) year
  2. Published club constitution, mission statement, and bylaws
  3. Regularly updated website
- b. Submit an application and make a presentation to the Director's Advisory Council
  1. Applications will be reviewed by the Chairperson
  2. Presentations must include:
    - i. Purpose, mission, and goals
    - ii. Officer structure, selection procedure, and succession plan
    - iii. Membership recruitment process
    - iv. Specific, unique value added to the Haas community
    - v. Past successful events and specific future plans
    - vi. Concrete action steps in the near future to benefit the Haas community
  3. Presentations will be made at the second DAC meeting of each semester
- c. Decision will be made by vote of current sponsored organizations
  1. Voting will be based on a points system with the following criteria:
    - i. Quality of presentation
    - ii. Unique value added to Haas

- iii. Solid membership recruitment process
- iv. Established officer structure and continuity plan
- v. Ability to effectively impact the Haas community
- 2. Sponsorship will be granted based on total average points
  - i. Clubs that receive more than the average points will be granted sponsorship
  - ii. Clubs that receive fewer than the average points will not be granted sponsorship

#### **IV. Maintaining Sponsorship**

- a. Maintain a minimum of ten (10) active members
- b. Maintain a regularly updated website that includes:
  - 1. Purpose, mission, and goals
  - 2. Clearly stated leadership structure
  - 3. Membership recruitment process
  - 4. Calendar of events
- c. Maintain up-to-date contact information and member statistics
- d. Submit semester reports
  - 1. Club goals and objectives at beginning of semester
  - 2. Achievements and accomplishments at end of semester
- e. Meet all stated deadlines and adhere to all stated school policies
  - 1. Meet all deadlines as dictated in DAC emails
  - 2. Adhere to UC, Haas, and Career Center policies
- f. Actively participate in all meetings, activities, and events of the Director's Advisory Council
  - 1. Attendance at monthly DAC meetings
  - 2. Tabling at Cal Day and New Student Orientation
  - 3. Active involvement in DAC-wide events

#### **V. Terminating Sponsorship**

- a. Loss of sponsorship follows a three-strike system:
  - 1. Strike 1: A warning is given to the sponsored organization
  - 2. Strike 2: All privileges of sponsorship are suspended
  - 3. Strike 3: All affiliations with the Haas School of Business are revoked
- b. Immediate loss of sponsorship will result in lack of club participation in activities and meetings mentioned in IV – f above.
- c. There is no appeal process for violation V – b, Except violation of DAC meeting attendance will result in an automatic loss of sponsorship
  - 1. An appeal can be made to the Director's Advisory Council by providing a written appeal letter to the Chairperson within two (2) days of the missed meeting
  - 2. The appeal letter will be immediately distributed to sponsored organizations for a vote, with 75% affirmative vote necessary for the appeal to be approved
  - 3. Organizations are allowed a maximum of one appeal per semester