DAC is the Executive Director’s student activity, policy and coordination council consisting of Haas sponsored organization presidents to help facilitate better interaction between the organizations, the undergraduate program office, and to enhance the business student community experience. The council provides leadership in the following areas:

- Advising the Executive Director on various aspects of the undergraduate program
- Assisting with information dissemination from the Program office to the organizations
- Improving communication and shared resources between student organizations and various departments within Haas, including the Development Office, Alumni Relations Office and the Career Center
- Assisting the Undergraduate Program Office with public relations activities targeted toward Haas’ external constituents, including prospective Haas students, alumni and corporate recruiters
- Actively engaging, collaborating and organizing activities that are apparent and valued by the entire Haas community

Student organizations offer important services and activities for Haas majors. It is the Undergraduate Program Office’s understanding that student groups enhance undergraduates' education through experiential learning opportunities and provide vital resources and training for future success. The Undergraduate Program Office relies on its partnership with student organizations to ensure the entire Haas community benefits from these activities. Therefore, each Haas sponsored organization offers Haas students a unique service or caters to particular professional interests within the broad field of business. DAC will serve as a coordinating council, chaired by the HBSA Executive Vice President, reporting to the Haas Undergraduate Program, and will benefit from support services listed below:

**Benefits of Sponsorship**

Haas sponsored organizations have the following privileges:

- Access to available Haas facilities (i.e. classrooms and meeting rooms)
- Student organization advising with the Undergraduate Program Office staff
- Dialogue with student organization presidents through a restricted email alias
- Authorization to post announcements to the Haas undergraduate weekly newsletter
- Ability to publicize events through a student organization collaboration calendar
- Authorization to post flyers at Haas with consent from the Undergraduate Program Office
- Student Organization office storage space and mailbox
- Participation in the monthly Director's Advisory Council (DAC) meetings with the Undergraduate Program Executive Director, staff and other club representatives
- Eligibility for limited Haas student organization funds
- Approved use of the name of the University as well as the Haas School of Business

Because sponsorship entails the above uses of university property as well as approved use of the University and School name, actions of sponsored groups reflect on the University and the Haas School.
of Business. Therefore, sponsored groups should expect a close advisory relationship with the Undergraduate Program Office. Sponsored groups assume the responsibility for compliance with School and University policies and with their own stated purposes.

EXPECTATIONS
All sponsored groups must meet the following expectations or be subject to loss of sponsorship.

- The President, Executive Vice President or equivalent of each club must actively participate in all meetings, activities and events. One of the top two (2) executives must attend the monthly DAC meeting. Designees should be approved by the HBSA Executive Vice President in advance.
- Each club must complete one Haas community-wide activity per semester that includes a 20% or greater non-member involvement of the organization. (For example, your organization sends 50 members to attend. At the very least, another 10 Haas undergraduate students must attend. If 40 members of your organization attend, at the very least, another 8 Haas undergraduate students must attend.) Higher numbers are always strongly encouraged. This will ensure that activities benefit all Haas undergraduate students. The scale and success of these events will be a primary factor in determining DAC sponsorship for the next year. These activities will be recapped with pictures by the student organization in a short blog post on the Haas blog website. [http://haasundergrad.wordpress.com](http://haasundergrad.wordpress.com)
- Clubs must conduct tabling at two Undergraduate Program Office events per year - Cal Day (April) and New Student Orientation (August) - for the duration of the assigned segment.
- All clubs must share their calendar of external events (open to Haas undergraduates) with the DAC master calendar and actively update their external events so that the DAC calendar remains current and helpful to other Haas-sponsored clubs and Haas students.
- Maintenance of a club website with regularly updated contact information, membership recruitment process, and a clearly stated leadership structure, purpose, mission and goals of the club.
- No club will conduct academic advising sessions or events. No club may assert that membership will guarantee or increase chances of admission to the Haas Undergraduate program as this would be a false statement.
- Clubs must have a continuity plan for the officers. It should include detail of DAC’s purpose and officer responsibilities towards its mission. History of relatively past and current DAC activities must smoothly transition from one set of leadership to another.
- Officers must participate and understand the responsibility associated with the club prez mailing list.
- Clubs must meet all stated DAC deadlines and submission dates and adhere to UC, Haas, Career Center, Development, and HBSA policies.
- It is expected that all clubs and their membership are in compliance with the Student Code of Conduct and the Haas Code of Ethics. [http://www.haas.berkeley.edu/Undergrad/ethicscode.html](http://www.haas.berkeley.edu/Undergrad/ethicscode.html)
- There must be at least ten (10) members in each Haas sponsored club.
- Clubs receiving more than $1500.00 from any one corporate sponsor must contact the Haas Development office to report that information. Guidelines regarding corporate sponsorship are on the Haas website: [http://www.haas.berkeley.edu/Undergrad/pdf/student_fundraising_guidelines.pdf](http://www.haas.berkeley.edu/Undergrad/pdf/student_fundraising_guidelines.pdf)
OBTAINING SPONSORSHIP

Before any club can obtain sponsorship they must be in compliance with the Campus Life and Leadership office for at least one year and must maintain compliance for the duration of their sponsorship.

To maintain sponsorship, the committee from the Haas Undergraduate Program office and HBSA will rely on the information submitted in the DAC “Year End Review” for specific details of the organization’s past activities. Clubs are subject to requests for presentation by the committee to clarify information submitted. New clubs seeking sponsorship must request a presentation to the committee via the HBSA Executive Vice President. Presentations will only be accommodated in the fall semester of each academic year. The presentation must include: the purpose, mission, and goals of the organization as well as a specific and unique plan that details the activities that will contribute to the Haas community and comply with sponsorship expectations as listed above.

The criteria that will be used to determine the eligibility of a club during this process will include:

- Examples of the strategic activities that show the depth of commitment to the goals and vision of DAC.
- Consistent track record of providing benefits to the Haas community, including non-members, and an expectation that the club will continue to operate “Beyond Yourself” in giving back to the Haas community in general.
- The commitment to fulfilling all sponsored expectations as described above.
- Quality and success of the presentation and conversation with the committee.

LOSS OF SPONSORSHIP

Compliance with the DAC sponsorship expectations as set forth above is essential to maintaining sponsorship. Sponsorship will be automatically continued if the club has met these expectations.

Any violation of the sponsorship expectations will be considered an infraction. The consequence following an infraction will be determined by the committee and could include the loss of sponsorship.