

STUDENT ORGANIZATION CODE OF CONDUCT

I. INTRODUCTION	2
A. Overview	2
B. Interpretation	2
C. Student Organization Rights.....	2
D. Definitions	2
II. PROHIBITED CONDUCT	4
III. STUDENT CONDUCT PROCESS	9
A. Report.....	10
B. Disposition of Allegations	10
C. Organization Activities/Events	10
D. Administrative Meeting	11
E. Student Organization Hearing	12
F. Appeal.....	14
IV. OUTCOMES.....	15

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I. INTRODUCTION

A. Overview

Oklahoma State University (“OSU”) is proud of the role sponsored and registered student organizations play on our campus and in our community and recognizes and respects the autonomy of student organizations. OSU is committed to supporting student organizations. Recognition is contingent upon accepting the rights and responsibilities outlined in this Code of Conduct. All student organizations are required to act consistently with this Code of Conduct, as well as applicable federal, state, and local laws.

The officers, members, and advisors of student organizations are individually and collectively responsible for ensuring that all members understand and comply with the contents of this Code of Conduct. Officers, members, and advisors may also be held accountable individually as well as the organization.

B. Interpretation

Any question of interpretation regarding the Student Code of Conduct will be determined at the sole discretion of the Vice President for Student Affairs or their designee.

C. Student Organization Rights

1. A written notice of the alleged violation(s);
2. An explanation of the conduct process upon request;
3. No violation of the code is assumed;
4. Be accompanied by an advisor during the conduct process;
5. Have access to the information and documents to be presented at the hearing in advance;
6. Be present during the entire proceeding, except during deliberation;
7. Present material, firsthand information;
8. The respondent and complainant will receive written notification of the outcome of the hearing; and
9. An avenue for a review or appeal of the outcome.

D. Definitions

Advisor: A person who has agreed to assist a complainant or respondent during the university conduct process. The advisor may be a person of the organization’s choosing, including an OSU faculty or staff member, an OSU student, a parent, a friend, or an attorney. Individuals may not serve as Advisors if they serve other roles in the process as outlined in this Code (i.e. conduct officer, witness, etc.) or if service in an advisory capacity would unreasonably conflict with the fair administration of the student conduct process. A student may have an advisor during an investigation process, but the role of the advisor is limited to advising the student. While this is a different role from the organization's faculty/staff advisor, the organization’s faculty/staff advisor may serve in this role as well.

Appeal: A written request for review of a hearing and findings, based on specific grounds. Additional information about appeal procedures can be found in Section III.E.

Appeal Officer: A trained employee of Oklahoma State University, external to the Office of Student Conduct, designated by the Vice President of Student Affairs or their designee to review and respond to appeals.

Complainant: An individual or student organization who files a disciplinary complaint; the university can file a complaint.

Day: Calendar day, including weekends or university holidays. Time deadlines may be extended during breaks and university holidays.

Hearing Officer: A trained individual designated by the Director of Student Conduct or their designee to adjudicate cases involving allegations of violations under this Code.

Organization: A number of OSU students who are associated with each other with a connected purpose. This includes but is not limited to organizations that are registered and/or sponsored by OSU, have petitioned for recognition, or meet the criteria to be registered or sponsored.

Respondent: Any student organization that is alleged to have violated the Student Organization Code of Conduct.

Outcome: A disciplinary correction or penalty which is imposed on student organizations that are found responsible for violating the Student Organization Code of Conduct. Outcomes are designed to be educational measures that hold organizations accountable for their behavior.

University Premises: Any buildings or grounds owned, leased, operated, controlled, or supervised by the university. Students should be advised that this includes properties that are not a part of the main university campus. Examples of these areas include, but are not limited to, Camp Redlands and Lake Carl Blackwell.

University-sponsored Activity: Any activity on university premises or at an off-campus location that is directly initiated or supervised by the university or a university-recognized group or organization. This includes, but is not limited to, fraternity and sorority organizations, study abroad programs, and sporting events. In addition, university-operated or -leased transit, such as THE BUS or THE BOB, is included even if the behavior occurs off university premises.

Witness: A person who provides relevant information about an incident or allegation through a verbal or written statement. Character witnesses are not generally considered relevant and thus will not be allowed.

II. PROHIBITED CONDUCT

A. Health and Safety: Student organizations shall not foster, promote, or participate in activities that unreasonably threaten the safety or well-being of their members, other people, or animals on or off campus including:

1. Physical Violence: Acting in a manner that threatens or endangers the physical health or safety of any person or causes reasonable apprehension of such harm.
2. Fire Safety: Engaging in misuse, obstruction, or unauthorized use of firefighting equipment, fire sprinkling systems, and other safety equipment or warning devices, engaging in behavior that creates a fire hazard, or failure to evacuate when a fire alarm is activated.
3. Harassment: Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity.
4. Sexual Misconduct: Student organizations shall not violate, support, or condone behavior including: sexual harassment, sexual misconduct, dating violence, domestic violence, and stalking. Definitions, examples, and additional information may be found in the Student Code of Conduct.
5. Weapons: When it is not the purpose of the organization, or part of a nationally recognized ritual of a recognized fraternity or sorority approved in advance in writing by the OSU Office of Fraternity and Sorority Affairs or, unless utilizing a third-party vendor (e.g., shooting range); no student organization shall possess or use firearms, explosives (including firecrackers), weapons or dangerous chemicals during any student organization activity. This includes, but is not limited to, BB guns, knives, swords, handguns, shotguns, and rifles. No student organization shall possess, use, or store any weapons on university property or university-approved housing, including fraternity and sorority housing. See OSU Policy and Procedure Letter 1-1301 for more information.

B. Hazing: Engaging in any action or activity that causes or is likely to cause physical or mental discomfort or distress that may demean, degrade, or disgrace any person, regardless of location, intent, or consent of participants, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in an organization. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this Code of Conduct. State law classifies hazing as a crime, Title 21 Oklahoma Statutes Section 1190. Fraternities and Sororities are also held to hazing expectations outlined in the Fraternity & Sorority Affairs Handbook.

Common factors in hazing:

- The power differential between those in a group and those who want to join a group, or between upper class student members of a group.

- Intentional initiation rite, practice, or ‘tradition’ is involved.
- A willingness to participate does not absolve the responsibility of either party.

Some Examples of Hazing:

- Forced activities for new members to ‘prove’ their worth to join.
- Forced or required consumption of alcohol, drug, and or any food/beverage.
- Required to endure hardships such as sleep deprivation, menial tasks, physical labor/servitude, etc.
- Activities and/or behavior that could be humiliating and/or isolating.
- Beating, paddling, and/or other acts of physical abuse.
- Requirements for new members to perform acts or tasks that active members are not required to do.
- Any illegal activities such as a requirement to steal or vandalize as part of a scavenger hunt.

C. Financial Obligations: Using university funds in ways that are inconsistent with university guidelines as defined by University Accounting or their respective governing council or committee. This includes the inappropriate use of university purchase cards (“P-cards”). Student organizations’ faculty and staff advisors must comply with university employee reimbursement regulations.

- Sponsors: Student organizations are encouraged to have sponsors to support the organization’s goals and financial needs. Sponsors cannot be tobacco, illegal or recreational drug products, businesses, or establishments. Sponsorship from alcohol vendors must be monetary and may not involve in-kind gifts.

D. Adherence to Governing Policies: Student organizations must adhere to their constitutions as well as their respective governing bodies, including registered and sponsored student organization policies, fraternity and sorority constitutions and policies, and policies related to recognized student housing organizations. In the event of a conflict with university policy, university policy shall prevail.

E. Interference with University Business: Impeding or disrupting the business of the university. This includes unauthorized entry into, or use of, any university building, facility, vehicle, equipment room, area, or university-approved housing. This also includes violations of policies related to information technology, found at <https://it.okstate.edu/policies-procedures-and-guidelines/index.html>.

- University Logo: OSU has registered the names, logos, and trademarks of the university. Sponsored and registered student organizations may use the marks in connection with their mission as a student organization for their own internal consumption. Student organizations are expected to follow the university’s official style guide regarding university logos and trademarks found at <https://brand.okstate.edu/services/trademarks>. University Trademarks may not be used in the promotion of political campaigns, political cases, tobacco, illegal or recreational drug products, profanity, or racist, sexist, hateful demeaning language or sexual acts.

F. Disruption of the Conduct Process: Falsifying, distorting, or misrepresenting information or otherwise interfering during any part of the conduct procedure, hearing, or outcome process; knowingly initiating a complaint without good cause; harassment or intimidation of any member of a hearing panel, witness(es), or university personnel before, during or after a proceeding; and failure to comply with the outcome(s) imposed on the student organization. An organization's internal investigation of misconduct could be defined as interfering with the conduct process.

G. Retaliation: Retaliating in any way against a person who, acting in good faith, brings a complaint forward or against an individual or organization who has participated in an investigation or conduct process. For more information, see Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policy Manual, 3.06 Non-Retaliation, <http://regents.okstate.edu/policy-manual/non-retaliation>.

H. Alcohol: Student organizations that serve or permit possession of alcoholic beverages at student organization functions, on or off campus, must comply with all applicable local, state, and federal laws. Alcohol is prohibited in university-approved housing. This includes serving or allowing individuals under 21 years of age access to alcohol or providing alcohol to an inebriated individual. Organizations that choose to host social events with alcohol must fully comply with the third-party vendor guidelines or with Bring Your Own Beverage (BYOB) guidelines.

- The organization, members, and guests must comply with all federal, state, provincial, and local laws.
- No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.
- An organization with approved university housing is prohibited from having alcohol on property, including inside the property, parking lots, vehicles on the property, or within an individual's possession while on property.
- No alcoholic beverages may be purchased through or with organization funds or funds pooled by members or guests (admission fees, cover fees, collecting funds through digital apps, etc.).
- Common sources of alcohol, including bulk quantities and kegs, which are not being served by a licensed and insured third-party vendor, are prohibited.
- Open parties are prohibited. Attendance by non-members at any event where alcohol is present must be by invitation only, and the organization must utilize a guest list system. A maximum of three recognized student organizations may co-host an event with alcohol collectively. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio and must not exceed the local fire or building code capacity of the host venue.
- Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance-free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to "bid night," "big/ little" events or activities, "family" events or activities and any ritual or ceremony.
- When alcohol is present at an organization event, non-alcoholic beverages and food must be provided to all guests for free.
- When alcohol is present the organization must provide transportation to and from the event.

- When alcohol is present the organization must have trained sober monitors present and address risk management concerns. There shall be one monitor for every twenty-five guests. Sober monitors must be equally distributed through all membership classes.
- When alcohol is present the organization must stop serving alcohol during the last 45 minutes of the event.
- No organization may co-sponsor an event with an alcohol distributor or bar (bar defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold, or otherwise provided to those present. This includes any event held in, at, or on the property of a bar as defined above for purposes of fundraising. However, an organization may rent or use a room or area in a bar as defined above for a closed event held within the provisions of this policy, including the use of a third-party vendor and guest list.
- An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.
- No organization may co-sponsor, co-finance, attend, or participate in an event at which alcohol is purchased by any of the host organizations.
- The organization, members or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
- Alcoholic beverages must be:
 - a. provided and sold on a per-drink basis by a licensed and insured third-party vendor (restaurant, caterer, etc.) and follow the third-party vendor guidelines; or
 - b. brought by individual members and guests through a bring your own beverage (BYOB) system and follow the BYOB guidelines.

Third-Party Vendor Guidelines

The vendor must:

- Be properly licensed by the appropriate local and state authority. This might involve a liquor license to sell on the premises where the function is to be held.
- Be properly insured with a minimum of \$1,000,000 of general liability insurance, as evidence by a properly completed certificate of insurance prepared by the insurance provider including off-premise liquor liability coverage and non-owned and hired coverage and insure the student organization hiring the vendor.
- Agree in writing to cash sales only, collected by the vendor, during the function.
- Assume in writing all responsibilities that any other purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to:
 - a. Checking identification card upon entry;
 - b. Not serving minors;
 - c. Not serving individuals who appear to be intoxicated;
 - d. Maintaining absolute control of all alcoholic containers present;

- e. Collecting all remaining alcohol at the end of a function (no excess alcohol—opened or unopened—is to be given, sold, or furnished to the organization);
- f. Removing all alcohol from the premises.

Bring Your Own Beverage Guidelines

- Individuals of the legal drinking age may bring six individually, pre-packaged, standard drink size beverages for personal consumption. The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited at any event. Any beverage combined with caffeine such as Four Lokos is prohibited. See information about standard drink size and common beverages below 15% ABV:
 - a. Beer (except craft beers, which are often above 15% ABV)
 - b. Wine (most standard red or white wines)
 - c. Champagne, Prosecco, Asti, Cava
 - d. Malt Beverages (i.e., Bacardi Silver, Mike’s Hard Lemonade, Zima, Smirnoff Ice, etc.)
 - e. Cider (Angry Orchard, Stella Artois, Woodchuck, etc.)
 - f. Hard Seltzer (White Claw, Truly, Spiked Seltzer, Barefoot Spritzer, etc.)
 - g. Pre-Mixed items (Bud Light Ritas, Skinny Girl Margarita, ELS Iced Coffee/Iced Chocolate, etc.)
- Individuals of the legal drinking age that choose to bring an alcoholic beverage for personal use must drop off their beverages upon entering the event. Their beverages shall be clearly marked with their name.
- When alcohol is dropped off at the assigned distributors the individual’s identification must be checked for the legal age to drink and then provided a non-adjustable wristband.
- Alcohol must be contained in one central location and should only be accessed by assigned distributors. The alcohol should not be accessed by guests.
- Distributors of the alcohol shall be of legal drinking age and sober during the entire event. Distributors must be trained and cannot be sober monitors. There should be one trained distributor per fifty attendees that are of legal drinking age.
- When individuals would like to consume one of the beverages they brought, they will need to visit the assigned distributor and show their wristband. The assigned distributor should mark their wristband with an X signifying the accumulated number of drinks provided.
- Only one beverage may be acquired at a time.
- Left-over alcohol can be picked up only by the individual that brought the alcohol at the end of the event.

I. Drugs: Student organizations must not possess, use, share, sell or otherwise distribute any state or federally controlled drug or substance on or off campus. While the use of medical marijuana is legalized in the state of Oklahoma, federal law continues to prohibit marijuana. Therefore, the possession or use of prescribed medical marijuana is prohibited in university-approved housing and at organization-sponsored activities. This includes purchasing or consuming tobacco under the age of twenty-one.

- The organization, members, and guests must follow federal law regarding illegal drugs and controlled substances.
- No person may possess, use, provide, distribute, sell and/or manufacture illegal drugs or other controlled substances while on chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
- Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance-free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/ little” events or activities, “family” events or activities and any ritual or ceremony.

J. False Representation and Forgery: Student organization officers or members are prohibited from knowingly providing false information, in any form (i.e., written or verbal), to the university. Forging or unauthorized use of university documents or records is also prohibited.

K. Property Damage and Theft: Defacing, damaging or destroying property, theft, attempted theft, or unauthorized possession of property belonging to the university, other individuals, or student organizations on university property, at university-approved housing, or facilities on or near campus.

L. Disorderly Conduct: Behaving in a disorderly, lewd or indecent manner, or breaching the peace on university property or at university- or organization-sponsored activities. Student organizations shall not participate in or host parties or gatherings that disturb the peace of campus residences or off-campus neighborhoods.

M. Gambling: Illegal gambling for money or other things of value on campus or at university-sponsored or student organization activities.

N. Academic Misconduct: Engaging in cheating or alteration of academic materials, records, or other academic misconduct.

O. Involvement in Prohibited Conduct: Presence, regardless of participation, during any prohibited conduct in such a way as to condone, support, or encourage that violation. Students who anticipate or observe a violation of university policy are expected to remove themselves from participation and are encouraged to report the violation.

III. STUDENT CONDUCT PROCESS

A student organization and/or its members collectively or individually (when acting as part of the organization), may be held responsible for violations of the Student Organization Code of Conduct and, when appropriate, be subjected to disciplinary action. When a student organization is accused of violating this Code of Conduct, university policy (including but not limited to any violation of published university policies and procedures), local, state, or federal

laws, a report may be filed with Student Conduct. Officers, members, and advisors may also be held accountable individually.

A. Report

Upon receipt of a report, Student Conduct shall investigate and meet with the organization to determine if an administrative meeting or a hearing will be held regarding the complaint. In cases where student health or safety is reasonably believed to be significantly jeopardized, the Vice President for Student Affairs, in consultation with the President of the University, may order an interim suspension of the activities and operations of a student organization for the period required to allow a thorough investigation and opportunity for an administrative meeting or hearing.

B. Disposition of Allegations

Student Conduct may, after completion of the investigation, choose to refer the case to the organization's appropriate governing body for adjudication, an administrative meeting, or a hearing. If it is determined that the alleged violation(s) are by individual(s) but not collectively by the organization, the case will be retained by Student Conduct for individual adjudication.

- a. Referral to the organization's governing body shall be applicable to violations determined by Student Conduct to be minor in nature. Example policy violations include fire safety, adherence to governing policies, alcohol, drug, property damage and theft, gambling, and attempts and complicity.
- b. Alleged violations of university regulations where neither suspension nor revocation of the organization's recognition are a possibility are normally resolved through an administrative meeting between Student Conduct and the respondent's representatives. If during the administrative meeting it is determined the further development of the facts is warranted and would be aided by a more formal hearing, the Hearing Officer may refer the case for a hearing, in which case, the Hearing Officer will not make any findings.
- c. Allegations that could result in suspension or expulsion, or that are complex, sensitive, or require a number of witnesses or that involve an alleged victim, may be referred to a hearing. A student organization and/or its members collectively or individually (when acting as part of the organization), may be held responsible for violations of the Student Organization Code of Conduct and, when appropriate, be subjected to disciplinary action. When a student organization is accused of violating this Code of Conduct, university policy (including but not limited to any violation of published university policies and procedures), local, state, or federal laws, a complaint may be filed with Student Conduct. Officers, members, and advisors may also be held accountable individually.

C. Organization Activities/Events

An organizational event is any activity which reasonable observers would associate with the organization rather than the acts of some individuals who happen to be members of an organization. Behaviors that occur on any property associated with or owned by the organization or on an organization's social media account(s) will be contributed to

the organization. Factors which may be considered in determining whether the organization is responsible include, but are not limited to:

Event Planning

- Did the organization help plan the event?
- Was the event planned during a chapter meeting?
- Did officers help plan the event?
- Did members of the organization contribute money towards the event? (Venmo/CashApp)
- Is the event actively or passively endorsed by officers? (Did they advertise the event? Did they attend the event?)
- Is this event tied to an organization's function? (Pre-Game/Initiation/Pledgeship process/Philanthropy)
- Is the venue associated formally or informally with the organization?

Publication of the Event

- Was an invite to the event sent on a platform tied to the organization? (GroupMe/Facebook)
- Is the event listed on the organization's calendar?
- Was the event announced at an organization meeting?
- Would guests say that they were at the organization's event?
- Were other organizations invited to participate in the event?

Attendance of the event

- Were the majority of attendees members of the organization?
- Did guests have a tie to members of the organization?
- Would the event happen if no members of the organization showed up?
- If there was an incident at the event, would the organization's leadership be notified?

If Alcohol is Present at the Event

- Did members of the organization help by making any drinks for the party? (Such as punch/Jungle Juice)
- Who purchased the alcohol?
- How was the guest list or security handled?

D. Administrative Meeting

1. Notice of Meeting

The President or highest-ranking officer of the student organization shall be notified in writing by Student Conduct of the date, time, and place of the meeting at least seven (7) days before the meeting. The notice shall also include a statement of the allegations of policy violation(s) and information regarding the student organization's rights in the meeting.

2. Representation. One student member should represent the organization, preferably the president of the organization.
3. Administrative Meeting. At the administrative meeting, the organization's student representative and the Hearing Officer will discuss the alleged violations.
4. Outcome. The Hearing Officer(s) will deliberate whether it is "more likely than not" that a violation(s) of the Student Organization Code of Conduct did or did not occur as alleged. A decision and outcomes, if applicable, will be communicated to the organization in writing.
5. Review of Outcome. Within seven (7) days from receipt of the decision, the student organization representative may request that the Vice President for Student Affairs, review the outcome of the administrative meeting.

E. Student Organization Hearing

If an organization is accused of a violation where suspension or revocation of the organization's recognition is a possible outcome, the adjudication for the organization will be processed in a hearing. The following procedures apply for hearings involving a student organization:

1. Selection of Hearing Panel
The Hearing Panel ("Panel") will be selected by Student Conduct and consist of three (3) members; one (1) to be selected from the available panel of faculty/staff members, one (1) to be selected from the available panel of students and one (1) to be a faculty/staff advisor of a similar student organization. A chairperson ("Chair") will be selected from within the Panel.
2. Notice of Hearing
The President or highest-ranking officer of the student organization shall be notified in writing by Student Conduct of the date, time, and place of the hearing at least seven (7) days before the hearing. The notice shall also include a statement of the alleged policy violation(s) and information regarding the student organization's rights in the hearing.
3. Witnesses
The representative officer of the accused student organization, the complainant (if applicable), and Student Conduct may invite persons who have information relevant to the accusation to provide information at the hearing; however, the Chair may limit the number of witnesses to avoid repetition and cumulative testimony. The names of witnesses must be provided to Student Conduct a minimum of three (3) days before the hearing. Each party shall be responsible for ensuring the presence of their witnesses at the hearing and shall be prohibited from submitting a written statement in lieu of personal testimony, unless otherwise permitted by the Panel to do so as a result of extenuating circumstances. Witnesses invited by either party shall be present only while they are providing information.

4. Advisor

The representative officer of the student organization may be accompanied and assisted at the hearing by an advisor of the organization's choice. The student organization must provide the name of the advisor to Student Conduct at least three (3) days before the hearing. The advisor may participate directly to the same extent as the representative officer could. Such direct participation is a privilege which, if abused, may be withdrawn by the Chair. If the privilege is withdrawn, the advisor may continue to advise the representative officer. If an advisor fails to act in accordance with the hearing procedure, the Chair may bar the advisor from the hearing.

5. Conduct of the Hearing

The hearing shall be conducted in an informal manner and without reference to rules applicable to a court of law concerning the examination of witnesses and admissibility of evidence, but with a view toward providing the Panel with a complete understanding of the facts involved. Any documents to be presented at the hearing must be provided to Student Conduct a minimum of three (3) days before the hearing for the Panel's review. The university investigation report shall be presented to the Panel first. Irrelevant, immaterial, and unduly repetitious information may be excluded as determined by the Chair. The hearing and the deliberations of the Panel shall be private. The hearing will be audio recorded. The recordings are property of the university. The university is not responsible for equipment malfunctions. If the organization representative elects not to appear for the hearing, the hearing will be held in their absence. Failure to appear will be noted without prejudice. Findings will be based on information presented at the hearing including the hearing file of materials. The order of presentation at the hearing will be as follows:

- a. Purpose of the hearing provided by the Chair of the Panel.
- b. If relevant, the university investigator will present the investigation report and answer related questions regarding the investigation report.
- c. The complainant will present information and call witnesses. At the conclusion of the complainant's presentation and each witness statement, the complainant or witness may be questioned by the Panel, and the respondent, either directly or indirectly. The university can be the complainant.
- d. The respondent will present information and call witnesses. At the conclusion of the respondent's presentation and each witness statement, the respondent or witness may be questioned by the Panel and the complainant either directly or indirectly.
- e. The complainant may make a closing statement.
- f. The respondent may make a closing statement.
- g. All parties are dismissed for Panel deliberation.

6. Additional Rules. Procedural rules, consistent with these procedures, may be established by the Panel from time to time to fulfill its functions in an orderly manner. A copy of such procedural rules will be provided to the student organization along with the notice of hearing.

7. **Hearing Outcome.** The Panel will deliberate and, by majority vote, determine whether it is "more likely than not" that a violation(s) did or did not occur as alleged. The Panel may find that the information presented was not sufficient to establish a finding of responsibility for a violation(s) of the Student Organization Code of Conduct and dismiss the case. The Panel may find that the information presented was sufficient to affirm the allegations and impose an outcome(s) appropriate to the violation(s).

The outcome will be communicated in writing to the student organization within five (5) days of the hearing outcome.

F. Appeal

An appeal is a review of the record of the original hearing, not a new hearing. It is the responsibility of the party who initiated the appeal to show that one (1) or more of the listed grounds for appeal has merit. The parties will not appear before the Appeal Officer unless specifically requested by the Appeal Officer.

Any decision in a Student Organization Hearing may be appealed by the respondent and/or the complainant.

Appeals must be submitted and authenticated online to Student Conduct by 5 p.m. within ten (10) days of the decision letter being sent. The appeal form can be found at <https://campuslife.okstate.edu/student-conduct/>. Failure to file an appeal within the prescribed time constitutes a waiver of any right to an appeal. The appeal must cite at least one (1) of the following appeals criteria as the reason for the appeal and provide a supporting argument(s) as to why an appeal should be granted on these grounds. Appeals criteria include the following:

- **Procedural Error.** The hearing was not conducted in conformity with prescribed procedures which resulted in substantial prejudice to the respondent or the complainant;
- **New Information.** Information that was not available at the time of the hearing has been discovered that could have substantially affected the outcome of the hearing;
- **Unreasonable Outcome.** The outcome(s) assigned is clearly unreasonable and has no sound basis or justification.

1. Initial Review

After receipt of a submitted appeal, the Appeal Officer will review the appeal for to determine whether it aligns with the appeal grounds. If the submitted appeal does not align with the appeal grounds, then the appeal will be dismissed. If the Appeal Officer determines the submitted appeal aligns with the appeal grounds, it will be considered under a Full Review.

2. Full Review

Prior to the Full Review, any opposing party or university investigator involved in the case will be given ten (10) days to provide a written response to the appeal.

The Appeal Officer will review the record of the original hearing, including documents, the appeal, and written response/s to appeal, if applicable, and issue a finding as to the merits of the grounds cited as the reason for appeal.

The Appeal Officer may take any of the following actions in response to an appeal:

- a. Deny the appeal under all grounds and uphold the decision of the original hearing. This decision is final and is not subject to any further appeals.
- b. Grant the appeal under the Procedural Error ground and refer it to a new hearing body.
- c. Grant the appeal under the New Information ground and refer it to the same hearing body.
- d. Grant the appeal under the Unreasonable Outcome ground and recommend the outcome be modified by the Vice President for Student Affairs or their designee with the rationale for that recommendation.

If the Appeal Officer recommends modifying the outcome, the Vice President for Student Affairs or their designee will review the recommendation and the final decision will be communicated in writing by the Vice President for Student Affairs or their designee to the complainant and the respondent. The decision will normally be communicated within ten (10) days of receiving the written recommendation. The decision of the Vice President for Student Affairs or their designee will be final. The result of the appeal will be communicated in writing by Student Conduct to the respondent and the complainant within a reasonable period of time.

IV. OUTCOMES

The following outcomes may be imposed upon student organizations when they have been found responsible for violating the Student Organization Code of Conduct. All outcomes may be imposed individually or in combination. Outcomes are imposed for the purpose of holding student organizations accountable for their actions and the actions of their guest(s), whether on campus or at any organizational activity. Failure to satisfactorily complete an outcome may result in a more severe outcome. While organizations have a pending outcome, they are not to be considered in good standing with the university.

- A. Written warning is an official written notice that the student organization has violated university policies and that more severe conduct action will result should the student organization be involved in other violations.
- B. Restitution is compensation for the damage caused to the university, university-approved housing, facilities on or near campus, or any person's property on campus. This is not a fine but rather a repayment for labor costs and/or the value of property destroyed, damaged, consumed, or stolen.
- C. Educational and Behavioral Change Requirements are assigned as an opportunity for organizational development and can include but are not limited to a written plan for the reconstruction of the organization, presentation on a relevant class/workshop attendance, educational projects, and service-learning experiences.

D. Restriction of Privileges: Restrictions placed upon a student organization which limit university privileges for a specified period of time. These restrictions may include, but are not limited to, the university prohibiting the organization from:

1. Representing the university in any capacity.
2. Receiving awards or recognitions from the university.
3. Maintaining an office or other assigned space on university property.
4. Receiving or retaining university funds.
5. Participating in intramural sports or other organization events.
6. Being a sponsor, co-sponsor, and/or participant in any social event or other activity (social probation).
7. Sponsoring speaker(s) or guest(s) on campus.
8. Using university vehicles or university facilities.
9. Advertising on campus for organizational activities.
10. Soliciting and/or selling any items on campus

E. Suspension of Organizational Recognition: The denial of privileges of a recognized organization for a designated period of time, which will be no less than one semester. Any organization whose recognition is suspended must:

1. Cease all organizational activities.
2. Vacate any appointed or elected office with that organization's governing body for the duration of the period of suspension.
3. Surrender balances of all organizational funds granted by Student Government.
4. Vacate office or housing space assigned by the university from the date of the notice of suspension.
Space vacated due to suspension may be reassigned to other eligible university organizations. In the case of housing, individual members will be reassigned provided space is available. There will be no University Housing contract cancellations.

F. Revocation of Organizational Recognition: Permanently excludes the organization from the university without any recourse to reapply for recognition. Any organization whose recognition is permanently revoked must:

1. Cease all organizational activities.
2. Vacate any appointed or elected office.
3. Surrender balances of all organizational funds granted by Student Government.
4. Vacate office or housing space assigned by the university from the date of the notice of dismissal.
Space vacated due to dismissal may be reassigned to other eligible university organizations. In the case of housing, individual members will be reassigned provided space is available. There will be no University Housing contract cancellations.