

General

- Exceptions to these rules may be granted by a $\frac{2}{3}$ vote of the CSC
- These procedures for recognition and derecognition exist because the CSC has limited resources, and it is the CSC's goal and responsibility to optimize these resources to maximize interest, involvement, and satisfaction of students in MIT club sports.
- At each stage in the club recognition/derecognition process, the DAPER representative to the CSC shall be given sufficient opportunity to provide input and feedback to the CSC

Definitions

Full Club Privileges and Expectations:

Groups with full club status shall:

1. Be guaranteed \$2,000 during the annual funding cycle
2. Be able to cast a vote at club sports General Body Meetings
3. Abide by all CSC Bylaws
4. Maintain communication with the CSC in administrative matters such as roster upkeep, budget, space, and equipment requests

Probationary status:

1. Purpose: The purpose of the probationary status is to give affected clubs a trial period of enhanced support and supervision during which it will be determined whether there currently exists enough interest and organization for the group to thrive while recognized by the Club Sports Council.
2. Requirements/limitations imposed on probationary groups:
 - a. There will be no \$2,000 guarantee on yearly funding allocations for probationary groups
 - i. Funding will be allocated on the basis of student participation level and financial needs of the club in question, as determined by the CSC
 - b. In order to ensure that the club in question is administratively/organizationally sound, probationary clubs will be required to have at least one officer complete each of the following training types. In the event that there are no relevant training workshops offered, at least one officer shall meet individually with Student Activities Office, DAPER staff, or the CSC as necessary.
 - i. Financial signatory/treasurer training (SAO)
 - ii. Publicity/New member recruitment training (DAPER)
 - iii. Officer transition training (DAPER)
 - c. Probationary groups must send at least one representative to, but will have no vote at, all club sports general body meetings
 - d. Probationary groups must maintain communication with the CSC in administrative matters such as roster upkeep, budget, space, and equipment requests
 - e. Probationary groups must be continuously active for 2 contiguous academic semesters in order to be considered for promotion to full club status

- i. Exceptions can be made at the discretion of the CSC if a given club only competes or practices during one semester of the year
3. Review
 - a. After two contiguous semesters of probationary status, clubs on probationary status will be reviewed by the Club Sports Council, at which point the council will vote on whether or not a club is to be given full club status, remain on probationary status, or be derecognized

Loss of Recognition by the Club Sports Council

1. In the case that a club on probationary status fails to meet the requirements set forth by the CSC, it is liable to lose CSC recognition. Clubs that are not recognized by the CSC will be ineligible for CSC funding and space reservations and will not be allowed a vote at General Body Meetings.
2. **Note:** Derecognition by the CSC does not necessarily mean that a given club ceases to exist. ASA recognition and funding are independent of CSC recognition and funding. Please refer to ASA Policies for details.

Procedures

Full to Probationary

- A club is flagged for review by the CSC through two processes:
 1. Health and Vitality assessment score below 80%
 2. CSC bylaw violation
- After a given club is flagged for review, the CSC will meet with said club's leadership to discuss the issues that caused the review and ensure that all concerned parties have a clear view of the situation.
 - The final date by which such meetings must be held shall be set on a year-by-year basis by the CSC and announced via email
 - The final date by which such meetings must be held shall be announced no less than 3 weeks before said date
 - Should club leadership fail to meet with the CSC in a timely manner, and without reasonable excuse or attempt to schedule a meeting, they will automatically be moved to probationary status
- After meeting with a club's leaders, consideration of the issues that led to a club's review, and the plan for corrective action to be executed, the CSC will decide by a majority vote whether or not to move a club to probationary status.

Probationary Reviews

- Following two contiguous semesters of successful fulfillment of requirements set forth by the CSC for probationary clubs, a formal review will be conducted by the CSC to determine whether said club meets the criteria for full CSC recognition

- This review shall include all of the qualities considered in club health and vitality assessments as well as an action plan by the club's officers to sustain and develop the club moving forward
- If a probationary club is not granted full club status following review, the club shall lose its probationary status and any form of CSC recognition
 - Following this, there shall be a minimum period of 2 semesters before another application for the same club sport will be considered
- Meetings for probationary reviews must be scheduled with the CSC in a timely manner
 - The final date by which such meetings must be held shall be set on a year-by-year basis by the CSC and announced via email
 - The final date by which such meetings must be held shall be announced no less than 3 weeks before said date
 - Should club leadership fail to meet with the CSC in a timely manner, and without reasonable excuse or attempt to schedule a meeting, they will automatically be denied full status

Initial Application for Probationary Status

- In order to apply for status as a probationary club, interested parties must complete an application that will be publicized by the CSC on its website as follows:
 - Aspects to address in a club sport proposal include:
 - Purpose and objectives of your club (instructional, recreational, competitive, etc.)
 - What are your facility needs? (practice frequency, time, location, flexibility, hosting competitions, etc.)
 - What are your equipment and storage needs?
 - What are your financial needs? Must include a "mock" budget for review listing start-up costs, year to year costs such as instructor/coaching fees, entry fees, league fees, officials' fees, travel fees (van rental, gas, food, lodging), etc. Include your planned income (dues, fundraising, etc.) How do you plan to pay for the club's expenses?
 - Are there other local teams to play? Is there a recognized league/association for this sport? If so, please provide name and website.
 - What are the safety concerns relevant to this type of activity?
 - How many interested students do you have? (must list at least 10-15 interested students, ID numbers, and graduation year)
 - Explain your sport specific and leadership experience (also include this for other likely team leaders/officers)
 - Do you have an instructor or coach already? What are their qualifications? If you do not have one, where will you get one?
 - Any other information that may help us better understand the mission or needs of your group.
- **Timeline:**
 - The CSC will review applications for new clubs once every other academic year
 - Applications for new clubs must be submitted by the final day of the Spring Break holiday in order to be considered for probationary status for the following fall.

- If a new club charter is granted, charters will become active at the beginning of the following fall semester. Applicants will not be recognized as a club sport until this time.
 - Applications received after the Spring Break deadline will be reviewed during the next application cycle
- The CSC will review all applications for completeness and compliance with CSC policy, and then, by a majority vote, may grant a charter to interested parties to found a club sport under the governance of the CSC
- If applicants are not granted a charter to found a club sport, they will be notified and given feedback on the reason for a charter not being granted
- Any parties granted a charter for founding a club sport shall be considered to have probationary status and will follow the same rules and procedures as any other probationary club