



Policy Name:  
**Off-Campus Events**

Policy Number: C1

Policy Statement: The SAOC shall establish guidelines regarding the sanctioning of events held off-campus.

Purpose:

To establish guidelines regarding what constitutes an event held off-campus that can be sanctioned by SAOC.

Related Policies

Review Plan: 5 Years

Review Date: January 2020

Ratification Date: January 12, 2010



Procedure:

1. The SAOC may sanction events held off-campus by itself, SAOC clubs, or the S.S.C.E. Project Coordinator.
2. All events must be in keeping with SAOC Bylaws, policies, and the SAOC Mission, Vision, and Values statements.
3. An event held off-campus may not be sanctioned for any reason if it involves the use of alcohol.
4. If an event is to be held at an establishment that does serve alcohol, the host of the event must ensure that alcohol will not be consumed during the event in question.
5. If an event has been sanctioned under these guidelines and the guidelines are not followed by the group or individual hosting the event, the sanction will be considered voided and any benefits to the group provided by SAOC including, but not limited to funding, the ability to use proceeds by a club, and the provision of insurance by SAOC will be denied.
6. SAOC reserves the right to perform spot-checks on events to ensure that these guidelines are being followed.
7. SAOC reserves the right to charge a fine up to \$250, refuse to sanction further events for, or de-ratify a club if these guidelines are not followed.
8. SAOC reserves the right to refuse to sanction any event at its discretion.
9. Events held off-campus must be approved by both the SAOC Administrative Coordinator and the Activities Vice President.

Related Policies

Review Plan: 5 Years

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