Introduction and Privileges

Registered Student Organizations (RSOs) are an important part of the educational experience at The University of Tampa. RSOs provide students with opportunities to form new friendships with individuals that share common interests and to experience leadership development opportunities that will be beneficial in college and later in a chosen career. The University of Tampa Student Organization Handbook is designed to familiarize an organization’s leadership with the policies and guidelines related to registered student organizations thereby helping the organization to be both compliant and successful at the University of Tampa.

Privileges are given to those RSOs that have completed the formal registration process through the Office of Student Leadership and Engagement (OSLE) and The University of Tampa. Any and all of these privileges may be revoked as a sanction for violating any policies within The University of Tampa Student Organization Handbook or Student Code of Conduct. These privileges include the following:

- Access to campus bulletin boards and plasma screens for marketing use.
- Access to audiovisual equipment by reservation through Media Services.
- Access to an OrgSync portal.
- Ability to use University facilities for meetings and activities (subject to University program priorities and scheduling).
- Access to special services for organizations such as student organization workshops and any and all other services and activities developed for the benefit of registered student organizations (i.e., leadership development programs, conferences, retreats).
- Inclusion on the OSLE website.
- Invitation to participate in the OSLE Student Organization Fairs (registration required).
- Access to the Student Organization Suite, including an organization mailbox.
- Ability to track organization community service hours performed through the PEACE Volunteer Center.
- Ability to participate as a team in UT intramural sports.
- Access to Student Government (SG) funding if organization meets all the SG appropriation requirements and is approved for funding.

These privileges are reserved for UT registered student organizations only. OSLE can provide further explanation of policies and processes found within this handbook, which will help make student organizations successful.
RSO Policies
Responsibilities of RSOs

As a UT registered organization, your group has certain rights and privileges. With these privileges come certain responsibilities to maintain your organization’s registered status. These responsibilities include:

- Compliance with federal, state, and local laws and codes.
- Compliance with the University of Tampa Student Code of Conduct.
- Monitoring the activities and/or actions of non-student members and guests while participating in any function sponsored by that organization.
- Planning, supervising, and ensuring the safe operations of each of their programs.
- Using ethical financial management practices. RSOs are responsible for any debt that may occur, including debt to the University of Tampa.
- All organizations must maintain an advisor who is a full-time faculty or staff member at the University of Tampa.

RSO Policy Regarding the Consumption of Alcohol

The alcohol policy at The University of Tampa is based on compliance with Florida State Statute 562-111, chapter 562, Tampa City Ordinance Chapter 3, City Ordinance 3-40, Fraternal Information and Programming Group (FIPG) risk management recommendations, and the use of alcohol in moderation and under appropriate circumstances. This policy applies to all student organizations and those groups holding events in association with the University, including off campus events. In the case of visitors/guests violating the policy, the host may be held responsible and depending on the violation, the visitor is also subject to arrest.

All student organization events involving the consumption of alcohol, including off-campus events, must be in compliance with the stated policies below:

- All students and RSOs at The University of Tampa must observe Section 562-111, Chapter 562, and City Ordinance 3-4 that prohibits:
  - Any person under the age of 21 from possession or consumption of alcoholic beverages;
  - The selling, giving, or serving of alcoholic beverages to persons under the age of 21 by any person or organization;
  - Any person from misrepresenting or misstating his/her age;
  - Open containers of alcohol.
- In addition, the following are prohibited during student organization events where alcohol will be served:
  - Using any on-campus space as a venue.
  - When the use of alcohol is essential during a religious or spiritual event, the student organization hosting the event must first gain approval from the Associate Dean of Wellness or designee.
  - Using a boat or vessel as a venue.
  - Open bar or free drink promotions.
  - Kegs, or other common source alcohol containers (such as punch, party balls, etc.) are permitted. Only licensed third party vendors may have kegs.
  - Drinking contests or distributing alcohol as a prize for a contest.
  - Using RSO funds, money generated from student activity fees, or admission fees collected at the event for the purchase of alcohol.
  - Open parties or events without a guest list.

RSO Hazing Policy

The University of Tampa does not tolerate any acts of hazing by any student, organization, or team. Hazing is related specifically to pledging, being initiated into, developing an affiliation with, holding office in, or maintaining membership in any organization. Hazing is defined as any activity that humiliates, degrades, abuses or endangers a person, regardless of a person’s willingness to participate. Students are prohibited from the following:

- Actively participating in any activity related to hazing.
- Passively participating in or having knowledge of any activity related to hazing.

The following is information regarding the Chad Meredith Act as well as the Florida Statute covering hazing:

Chad Meredith Act:
The Chad Meredith Act makes dangerous hazing a crime in Florida. The bill, named for a University of Miami freshman who drowned in a campus lake while trying to join a fraternity in 2001, makes hazing that result in serious injury or death a felony punishable by up to five years in prison, even if the victim consents (1006.63 (2)).

Florida Statute on Hazing

In accordance with Section 1006.63 (1)*, F.S., “Hazing” includes but is not limited to pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the
A student, and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student. Hazing does not include customary athletic events or other similar contests or competitions or any activity or conduct that furthers a legal and legitimate objective. Any activity as described above upon which the initiation or admission into or affiliation with a university organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding. Apathy or acquiescence in the presence of hazing is not a neutral act; it is a violation of the Student Code of Conduct.

RSO Event and Meeting Usage Guidelines
RSOs are granted the privilege of reserving rooms on campus. RSOs may request space in the Vaughn Center, Sykes Chapel, Wellness Center, Residence Halls, Martinez Athletic Complex, Plant Hall, and Cass Gym.

In order to keep our process fair for all parties, all registered student organizations and university departments will be held accountable for reservation/room usage violations. Violations include:

a. Missing a reservation without prior cancelation
b. Not properly checking-out of a space upon completion of your event

Room Usage Guidelines
RSOs and university departments are expected to leave spaces in good condition and ready for the next user. Please follow these general guidelines when using any University space for an organization meeting or any other use:

- Leave room as you found it (white board clean, remove trash from building, chairs and tables arranged neatly).
- If your room is locked, please contact Campus Safety, (813) 257-7777 or x7777, for access to space reserved. Be ready to show reservation confirmation.
- Do not exceed your allotted time.
- Contact Campus Safety, (813) 257-7777 or x7777 to lock space after event.
- No fire/candles allowed in any space at any time.
- Do not use any other rooms than what you have requested. They may have an early morning event the following day and will already be set.
- Do not use tape on walls in any rooms. Any damages resulting from wall decorations, will be referred to the Office of Student Conduct.

Media Service Guidelines
- RSO members may not use technology that is installed in classrooms unless directly supervised by the organization advisor and with prior Media Services approval.
- Any organization wishing to show a film must obtain a legitimate copy of the movie through an authorized company that provides licensed movies. The use of personal videos or DVDs, rented videos or DVDs, and/or streaming sites (i.e. Netflix, Hulu, etc.) are not exempt from the public viewing licensing fee.
- Academic courses (officially recognized by the University of Tampa) are exempt from said licensing fees. The film may only be viewed by class members officially registered for the course.
- The cost for showing a film in a public setting can range anywhere from $200 to $600 depending on the studio, title, movie's release date, etc. There are several companies (Swank Motions Pictures, Criterion Pictures, etc.) that offer licensed films that are available to college campuses. These films usually can be shipped within a week's time to the university and in time for an organization's event.

Amplified Sound Guidelines

VC Plaza

- Amplified sound is allowed during the following times
  - 12:00 p.m.-10:00 p.m. from Monday-Thursday
  - 12:00 p.m.-11:00 p.m. on Friday and Saturday
  - 2:00 p.m.-10:00 p.m. on Sunday
- Full Bands (three or more performers) and DJs must setup in the Northwest corner of the Plaza. All other artists will be determined by Media Services and the Office of Student Leadership and Engagement.
- For social and DJ events, the SPL db (Sound Pressure Level decibel) is not to exceed 84 db A weighted at 20 feet from the loud speaker.
- For Bands and other larger scale events, the SPL db is not to exceed 94 db A weighted at 20 feet from the loud speaker.
- Under no circumstances can sponsored talent go beyond the above stated levels during the entire duration of their set.
- Sound reading will be taken by the Media Services Office.
Other Outside Venues
(East and West Verandah, Parking Lots, Front of the John H. Sykes College of Business)

• No amplified sound will be allowed during academic hours in the above mentioned spaces so as not to interrupt students’ classes.
• Appropriate times for amplified sounds:
  • Friday after 5:00 p.m.
  • Saturday and Sunday after 12:00 p.m. (times may vary on Saturday and Sunday depending on testing.

Plant Park and the UT Pool

Plant Park and the UT Pool may have amplified sound during academic hours, but must be kept at a minimum and responsible level. If any complaints are received, the sponsoring organization will be forced to either lower the sound or turn it off.

Marketing Guidelines

All posters, table tents, flyers, banners, etc. must be approved, stamped and dated by the Office of Student Leadership and Engagement before being posted in designated areas across campus. Any such materials posted on campus that are not approved and stamped will be removed.

The posting guidelines are as follows:

• Only registered UT students, organizations, and academic departments can post on campus bulletin boards, pillars, etc.
• Due to limited space, any organizations or individuals not affiliated with the University may have only one poster/flyer stamped and hung on the Community Events bulletin board located across from Vaughn Center room 206.
• If you would like to hang anything in the residence halls, you must receive approval from the Office of Residence Life, located in Vaughn Center room 213.
• The Office of Student Leadership and Engagement and Office of Residence Life reserve the right not to approve posters/flyers that include material that is offensive in nature, violates state/national laws or the student code of conduct, or includes references to alcohol and drugs that are not in accordance with the University alcohol policy.
• Flyers and banners may not be posted more than two weeks before the event. The maximum amount of time a poster/flyer/banner may be posted is two weeks. If the flyer lists several dates, the two week period is based on the first date. Dates for certain flyers may be extended at the discretion of the OSLE Staff.
• Materials may not be placed on painted or glass surfaces, including windows, walls, or doors. Look for designated bulletin boards for your postings.
• Posting is not permitted on trees, benches, trashcans, rocks, telephones, banisters, and/or campus exteriors.
• Duct tape, masking tape, strapping tape and washable paints are prohibited.
• Chalking must be a minimum of 10 feet from entrances and may not be done on steps.
• Vaughn Center Building Managers and staff assistants will assist with managing the posting policy.

Plant Hall

• Organizations may post ten (10) flyers:
  • Around the marble columns in Plant Hall Lobby
  • On the 2nd, 3rd, and 4th floor Bulletin Boards (at the top of the stairs)
  • The Science Wing Bulletin Board
  • In the Hazel Ward Lounge (the area next to Fletcher Lounge)
• Organizations may hang one (1) banner:
  • Between the columns in Plant Hall Lobby
  • Between the columns in Hazel Ward Lounge
• Banners may NOT be hung between the columns outside of the President’s office.

Vaughn Center

• There is no posting allowed on the first floor of the Vaughn Center.
• A total of six (6) flyers may be posted on the bulletin boards located:
  • Bathroom Lobby (2nd floor)
  • Hallway by the PEACE Volunteer Center
  • Hallway by the Office of Student Leadership and Engagement
  • Spartan Club
  • Commuter Lounge
Catering Guidelines

All RSOs MUST use UT dining Services when planning an event. If your organization would rather request to use an outside store/company, you need to submit a Catering Release Form at least 10 business days prior to your event and attach the stores/companies certificate of liability insurance demonstrating that they have at least two million dollars of coverage for UT events on campus group. Catering Release Forms are available in the Office of Student Leadership and Engagement located in Vaughn 215. Additionally, the Office of Student Leadership and Engagement has valid certificates of liability for several food vendors.

Please keep in mind that UT dining Services has the right to deny your request to use an outside store/company, regardless of the amount of liability insurance they possess.

Bake Sales

- The University of Tampa prohibits bake sales. Home-prepared food cannot be sold or served to the general public.
- Organizations may sell pre-packaged food (i.e. bags of chips, candy bars, etc.) and/or hot/prepared food. Hot/prepared food may not be prepared, sold, or given to the general public unless provided by the University of Tampa Dining Services or an off-campus vendor approved by UT Dining Services. A vendor approval form must be filled out and turned into UT Dining Services at least 10 business days in advanced if the organization has chosen to use an off-campus vendor.

Please be aware that there are no exemptions for a vendor approval form. Any special events, luncheons, promotions, etc. held on campus that sells or serves food for an off-campus vendor is subject to a UT approval form.

Barbeques

- Under no circumstances are open-air barbeques allowed on campus. This includes, but is not limited to: propane grills, charcoal grills, etc.

Travel Guidelines

Domestic Travel Guidelines

Any RSO planning domestic travel for any reason that pertains to the organization is encouraged to do the following:

- Mandate that each participant sign a travel waiver. A blank travel waiver can be found on the “Leadership” portal in Orgsync, under “Files.”
- Make a copy of all waivers and leave them behind with either an advisor or another campus professional.
- Ensure that the organization’s campus advisor is aware of the travel plans.
International Travel Guidelines

Any RSO planning international travel for any reason MUST meet with the International Programs Office several months in advance and have the travel plans approved and facilitated through that office.

RSO Fundraising Guidelines

Organizations may wish to sponsor an approved company, person, etc. to come onto campus and sell their goods or services. In exchange for sponsoring, the organization usually receives 10-15% of the vendor’s gross sales, or another amount agreed upon by both parties. There is a list of approved vendors available in OSLE, however other vendors can be used if this policy is followed. There is a required Vendor/Organization Agreement Form that must be filled out and turned in to OSLE by the scheduled date of the vendor coming onto campus. The organization is completely responsible for the vendor and the vendor’s actions.

Fundraising Guidelines for Off-Campus Venues

Student organizations are permitted to hold fundraising events at off-campus venues under the following conditions:

- Alcohol sales may not be the primary function of the venue.
- If the venue serves alcohol, the student organization must provide documentation to prove that the venue generates no more than 49% of its profit from alcohol sales.
- Advertising materials for an off-campus fundraiser may not contain images or words that promote the consumption of alcohol.

Gift Card Guidelines

Gift cards may not be issued in lieu of compensation to employees, performers or contractors. According to the IRS tax code, compensation for services rendered by employees for job related or unrelated tasks are reportable as taxable income for any amount. Similarly, payments to independent contractors, including gift cards as compensation are subject to reporting on IRS Form 1099 Misc.

A card issued out of appreciation for an effort can easily be misconstrued as compensation. Items or non-cash gift cards may be issued in amounts of $75 or less. The non-cash gift cards must be signed for by the recipient upon delivery and the custodian of the cards must maintain purchase and issue records for support of the purchase of cards and then to be delivered to the Financial Management Office.

Gambling Guidelines

It is prohibited to play in an unlawful game of chance for money or for anything of value on University premises or at any event sponsored by a student organization unless it is an event approved by the Office of Student Leadership and Engagement strictly for entertainment purposes and no exchange of actual money. Additionally, student organizations may not sponsor or co-sponsor events at gambling establishments. To sell, barter, or dispose of a ticket, order, or any interest in a scheme of chance by whatever name on University premises or at any affair sponsored by a student organization is prohibited. Additionally, to wager on a University team or organization in a competition with a direct interest in the success of the competition is prohibited.

Raffle Guidelines

Student organizations are permitted to hold raffles if they follow all of the provisions in the Florida Statue for Charitable Non-Profit drawings, specifically noting:

(1) (e) That no purchase or contribution is necessary. On all advertisements and tickets they need to state “no purchase required”.

Date auctions as raffles and/or fundraisers are prohibited.

Pageant Guidelines

Student organizations are permitted to hold pageants, as long as they meet the following criteria:

- Pageant theme and all judging criteria must be tasteful in nature.
- Pageant theme and judging criteria may not objectify participants based on gender, gender expression or identity, sexual orientation, age, body type, race, or religion.

The Office of Student Leadership and Engagement reserves the right to terminate any pageant that violates the criteria listed above.

RSO Registration Procedures

New Student Organization Registration Process

To gain official recognition by The University of Tampa a club or organization must:

- Originate from interest of students and have a minimum of 4 undergraduate students interested in starting an organization. The minimum student requirement may be waived with expressed permission from the Coordinator of Student Engagement or designee.
• Be open to all full-time enrolled undergraduate students without regard to race, creed, gender, age, physical ability, national origin, religion, political affiliation, or sexual orientation. National Greek lettered social fraternities and sororities are, through Title IX, exempt to this requirement with regard to gender only.
• Promote and support the academic and social standards of the University in keeping with its stated educational mission.
• Complete the “Register New Organization” form on Orgsync.
• Submit a completed Student Organization Supplemental Form to the Office of Student Leadership and Engagement.
• Attend a New Student Organization Orientation or meet directly with the Student Coordinator of Student Organizations to review policies and procedures for RSOs.
• If necessary, give a brief presentation, with Q&A, to the Student Organization Advisory Board, which will make the final determination of organization status.
**Student Organization Registration will not be final until all documents are successfully submitted and all requirements are met.

New Recreation/Sport Student Organization Registration Process

To gain official recognition by The University of Tampa a sport club or organization must:
• Complete all requirements listed in the New Student Organization Registration Process.
• Meet directly with the Director of Campus Recreation* or designees to determine organization’s status. If approved, the organization will be given one of the following statuses:
  • Organization — group that is recreational, does not compete and does not have high liability (i.e. World Dance Organization)
  • Sport Club — group that is recreational and competes at regional or national level (i.e. Flag Football)
  • Interest Groups — group that is pursuing becoming a sport club but do not have approval. These groups are able to hold informational meetings on campus, but unable to practice/compete until full sport club status has been achieved. Interest groups are not eligible for Student Government funding.

*Topics that will be discussed to determine the organization classification are: current, established group status and progress, schedules, liability waivers, level of risk, etc. Because of this, the process for forming a sport club or recreation organization may take significantly longer than registration for a non-recreational organization.

New Social Fraternity or Sorority Organization Registration Process

To gain official recognition by The University of Tampa a fraternity or sorority must:
• Complete all requirements listed in the New Student Organization Registration Process.
• Be affiliated with an inter/national organization that falls under the MGC, NALFO, NMGC, NIC, NIMC, NPC, or NPHC umbrella organization and is eligible to join its appropriate council at UT.
• The terms Fraternity and Sorority can only be used if affiliated with a national organization.
• Students seeking to establish a new fraternity or sorority must submit documented support from the organization’s headquarters to the Coordinator of Fraternity and Sorority Life or designee. This documentation should outline scholarship, leadership, service, and social programming as well as officer training and support for the organization.
• New social fraternity or sorority organizations will only be recognized during the official expansion period, which is determined by the Coordinator of Fraternity and Sorority Life, or designee.

RSO Annual Registration Process (Renewal)

To remain recognized by the Office of Student Leadership and Engagement, each RSO must complete the following requirements yearly:
• Renew your organization’s OrgSync Portal annually by the date decided by the Office of Student Leadership and Engagement.
• To renew, visit your organization’s OrgSync portal and click on “Organization Settings” in the right hand corner.
• Next, click the “Update and Renew Profile” button.
• Update each section, then click “Submit.”
• Submit a copy of your organization’s current constitution with the renewal of the OrgSync Portal.
• Submit the Student Organization Supplemental Form to the Office of Student Leadership and Engagement.

If a student organization fails to complete the renewal requirements, the organization will no longer be recognized by the Office of Student Leadership and Engagement and the University of Tampa.
De-recognition Process

If a student organization is found to have violated any policies listed herein, or should an organization fail to maintain the minimum standards set forth in the registration process, the organization president will be notified immediately of the organization’s alleged violations. Should the organization fail to meet the minimum standards listed above, the organization will have 10 class days to remedy the violation. Should no remedy occur, the organization will lose all privileges extended to it, such as the ability to reserve room, maintain an Orgsync portal, and request funding through Student Government.

RSO Conduct Procedures

Violations of Policy

Any member of the University community may file violations of misconduct against any student organization for misconduct related to the Student Organization Handbook or Student Code of Conduct directly with the Office of Student Conduct. Violations may also be filed on behalf of the University by the Office of Student Conduct. Violations shall be prepared in writing and will be reviewed by the Director of Student Conduct, or designee.

Please refer to the University of Tampa Student Code of Conduct for the most updated RSO conduct process.

RSO Events with Alcohol Procedures

The following must be completed a minimum of 10 class days prior to the event:

• Submit the Student Organization Events with Alcohol Form found on the “Leadership” portal on OrgSync.
• Meet with a representative from the Office of Student Leadership and Engagement to review paperwork and receive final approval.
• Social fraternities and sororities will meet with the Coordinator of Fraternity and Sorority Life.
• All other RSOs will meet with the Coordinator of Student Engagement.
• A post-event meeting will be held between the student organization officer planning the event and a representative from the Office of Student Leadership and Engagement within five working days after the event.
• A sign must be displayed at all times that states: “WE DO NOT SERVE MINORS”. We reserve the right to refuse service to anyone who appears to be intoxicated, or who appears to be underage and cannot provide acceptable identification” or like statement.
• Alcohol may only be served at events where bathrooms can be accessed without leaving the facility. Participants cannot leave and gain readmission to the serving area under any circumstances. (If you have identified a venue that has a bathroom in the facility, but not in the room of your event, please discuss this with the Office of Student Leadership and Engagement in advance to see if alternate, acceptable arrangements can be made that would meet the goal of this piece of the policy).
• An appropriate amount of non-salty food and non-alcoholic beverages must be made available to all participants. If the non-alcoholic food and beverages run out, the alcohol sales must stop.
• A guest list must be turned in to the Office of Student Leadership and Engagement a minimum of 2 class days prior to the event. This list must include each guest’s full name, date of birth, and host (if the individual is not a member of sponsoring organization).
• Organizations must have a safe transportation plan.
• No organization may hold an event with alcohol during or 48 hours preceding final examination period, at organizational recruitment events, initiation events, or NCAA events unless granted an exception by the Office of Student Leadership and Engagement.
C.A.R.E. Monitor Procedures

• The organization officer planning the event must contact the Health and Wellness Center to receive “C.A.R.E. for Your Friends” training in order to be eligible to hold an event with alcohol.

• Proof of one “C.A.R.E. for Your Friends” trained monitor for every 25 guests, plus 25% of total monitors as alternates (e.g., if you have 100 people at your event, you must have 4 monitors, plus one alternate). Names and student ID numbers will be required.

• Proof of a designated driver program or other alternate transportation for guests.

• Copies of all publicity materials (including, but not limited to: posters, banners, newspaper or Facebook advertisements, t-shirts, etc.). Publicity may not contain phrases that highlight the manner alcohol will be consumed (i.e., “drink and drown,” “All You Can drink,” etc.). Publicity must also mention the availability of non-alcoholic beverages. The following statement MUST be included on all publicity: “Participants at the event must be prepared to present two forms of age identification, one containing a photo. Participants must be 21 years of age or older in order to consume alcohol.”

• The student organization officer planning the event must meet with the Associate dean of Career development and Engagement or designee no more than five working days prior to the event to review all the details.

• A finalized guest list must be turned in to the Associate dean of Career development and Engagement or designee a minimum of 24 hours prior to the event. This list must include each guest’s full name, date of birth, and host (if the individual is not a member of sponsoring organization).

• A “C.A.R.E. for Your Friends” monitor should be at the entrance to the venue insuring that individuals on the guest list are admitted to the event.

• The “C.A.R.E. for Your Friends” monitor, along with security, is responsible for not allowing intoxicated persons into the event.

• Guests 21 or over must be given a wrist band at the door by a “C.A.R.E. for Your Friends” monitor, and must have it on at all times when purchasing or consuming alcohol.

Student Organization Handbook Definitions

• Advisor: UT faculty or staff member who serves in an official advising capacity.

• Business day: a day in which The University of Tampa is open for normal business. This excludes weekend, federal holidays, and break periods for which the University is closed.

• Constructive possession: a student having direct knowledge and access to items located in an area and not having direct possession.

• Dangerous object: any item that is used in a way that can invoke fear to a reasonable person.

• Faculty member: any person hired by The University of Tampa to conduct classroom activities.

• Guest: any person who is not affiliated with The University of Tampa.

• Possession: is defined as being located on one’s person, in their assigned/leased personal space, residence hall room, common room space, and vehicle.

• President: highest ranking officer in organization, or highest ranking officer available at time of incident.

• Prohibited: means banned from participating in.

• Staff/staff member: any person employed by The University of Tampa performing assigned administrative, professional, or classified responsibilities.

• Student: includes all persons taking courses at the University, both full-time and part-time pursuing undergraduate or graduate studies, or those individuals who were students at the time of an alleged violation as well as anyone on university property related to registration for enrollment. Persons who are not officially enrolled but have had a relationship with the university as a student within the previous two (2) academic semesters are also considered “students.”

• Student organization event: An event may be deemed as a student organization event if a reasonable observer would associate it with the student organization.

• University: means The University of Tampa.

• University official: includes any person employed by The University of Tampa performing administrative or professional responsibilities.

• University community: means any place where The University of Tampa has a vested interest in the community of Tampa.

• University of Tampa campus: means all property owned, leased, or loaned to The University of Tampa which includes any place where The University of Tampa conducts official business and meetings.

• Visitor: means any person who is visiting campus but holds a relationship with The University of Tampa.