

# STUDENT LIFE DIVISION DEPARTMENTS

Campus Public Safety & Security

Campus Services

Career Center

Center for Community Action and Service Learning  
(CCASL)

Counseling Center

Crosby Student Center

Health Center

Housing and Residence Life

LGBT-Resource Center

Leadership Resource Center

Off-Campus Relations

Parent & Family Office

Student Activities

Student Conduct

Student Life Office and Leadership Team

Student Publications

Student Wellness Resource Center

Switchboard

Unity Multicultural Education Center

## STUDENT LIFE OFFICE

In the Student Life Division, led by the Vice President for Student Life, we complement students' classroom experiences by becoming actively involved in extracurricular and co-curricular activities and services. We encourage each student to take full advantage of the numerous growth and development opportunities existing on and off campus. Our goal is to assist students in becoming well informed, responsible, and contributing members of the Gonzaga community. We are here for students; helping with the myriad of challenges, questions, and concerns they may have; providing services and programs to meet their needs; and encourage their growth and development to the fullest potential.

We are available to students in the following ways:

- ❖ Coordinating and presenting the New Student Orientation offering programs and activities for incoming students
- ❖ Providing a basic understanding of campus life and assisting students in transitioning
- ❖ Informing, explaining and interpreting University policy
- ❖ Developing and communicating conduct standards
- ❖ Receiving information and working with students behaving in ways that may be detrimental to self and others
- ❖ Providing leadership in crisis situations
- ❖ Informing students of available resources
- ❖ Guiding students in conflict resolution
- ❖ Initiating policies and programs that improve safety and security on campus
- ❖ Encouraging and supporting student volunteers in both the Gonzaga and Spokane communities
- ❖ Advising student government and other campus organizations
- ❖ Offering leadership development opportunities
- ❖ Partnering with faculty as a student development resource
- ❖ Establishing and improving relations with the local neighborhood
- ❖ Promoting awareness of a healthy lifestyle
- ❖ Providing a 24/7/365 on-call Student Life Professional as a resource to our students, staff and the University community

The Student Life office located in College Hall 120, and can be reached at extension 4100. All students are welcome!



GAB

GONZAGA ACTIVITIES BOARD.  
THIS IS WHERE BIG IDEAS  
COME TOGETHER TO MAKE  
YOUR TIME AT GONZAGA  
UNFORGETTABLE.

*Coffeehouse - Marissa Alcorn*

*Dances and Concerts - Kathleen Covert*

*CAMO - Tommy Heng*


*Weekend Events - Morgan Saad*

*Community Events - Tara Zinnecker*

*GAB Coordinator - Callan Shawcross*

*Performing Arts and Lectures - Allison*

*Slamkowski*



Get into contact with any one of our dedicated  
staff members by sending an e-mail to:  
[gsba-gabcoordinator@gonzaga.edu](mailto:gsba-gabcoordinator@gonzaga.edu)

get involved.  
be heard.  
make your mark.

Gonzaga Student Body Association.



visit us @ [gogsba.com](http://gogsba.com)  
see us in upper crosby.

## STUDENT ORGANIZATIONS

### GONZAGA STUDENT BODY ASSOCIATION (GSBA)

GSBA provides opportunities for student growth and involvement through representation, communication, and collaboration with Gonzaga and the surrounding communities. Every matriculated undergraduate student is a member of GSBA! Elected and appointed GSBA officers address a broad range of student initiatives and concerns and seek solutions by working with the student body. They provide leadership for the development of the Gonzaga community through the sponsorship of clubs, activities, legislation, and open forums.

GSBA officers serve on one of three branches:

- ❖ The Executive Branch is led by the GSBA President and their Cabinet. An Executive Staff (including the Gonzaga Activities Board, see below) supports the organization and the student body. Each class also elects a President and Vice President to serve on the Executive Council along with other student leaders from GSBA and Residence Hall Association.
- ❖ The Legislative Branch includes 24 Senators who discuss legislative measures and serve on four Senate committees (Academics, Finance, Governance, and Student Affairs). The GSBA Senate debates issues ranging from allocation of GSBA funds to the development of student services on campus. Any student can write legislation for Senator sponsorship.
- ❖ The Judicial Branch is comprised of five students who serve as a peer-review board in club conduct cases. The Judicial Board also reviews the constitutionality of Senate legislation and interprets GSBA's governing documents when conflicts arise.

GSBA offers a variety of ways for students to get involved. Elections take place each fall and spring for Senate and some Executive positions. Appointed positions on the Executive and Judicial branches are selected by applications and interviews in the spring.

The GSBA Street Team is a volunteer group that works directly with GSBA to promote and staff events on campus. GSBA also coordinates with the administration through the GSBA President's Council. Students are appointed to serve on University committees for academics, student publications, diversity, sustainability, athletics, and budgeting.

Cabinet, Executive Council, and Senate meetings are open to the student body and all GSBA members are encouraged to attend. GSBA also invites students to participate in one of the many GSBA-sponsored clubs and organizations on campus. More information is available at [www.gogsba.com](http://www.gogsba.com). Please contact GSBA at extension 5824 or in the GSBA office on the second floor of Crosby Student Center.

### GONZAGA ACTIVITIES BOARD (GAB)

GAB is the programming arm of GSBA, dedicated to providing quality entertainment and educational opportunities for the student body. It is comprised of seven students:

- ❖ GAB Coordinator,
- ❖ Campus Awareness of Multicultural Opportunities (CAMO) chair,
- ❖ Coffeehouse chair,
- ❖ Community Events chair,
- ❖ Dances & Concerts chair,
- ❖ Performing Arts & Lectures chair, and
- ❖ Weekend Events chair.

In conjunction with the Office of Student Activities, GAB coordinates the planning and execution of all GSBA-sponsored events. Suggestions for events or specific performers are welcome. Please contact the appropriate GAB chairperson at extension 5824 or in the GSBA office on the second floor of Crosby Student Center.

### RESIDENCE HALL ASSOCIATION (RHA)

The Residence Hall Association (RHA) is the student governing body for the entire Gonzaga Residence Hall system. RHA was established to promote the interests, needs, and concerns of residence hall students within the greater University community. This organization has three main pillars: programming, advocacy, and leadership. It upholds these initiatives by putting on social, educational, service, and community building events, offering opportunities for student leadership development, and serving on various university committees.

The RHA office is located in Twohy Hall for the 2011-2012 academic year and can be reached at extension 4180. Please see 'Residence Hall Government,' located within the Housing and Residence section on page 151 of this handbook.

### STUDENT CLUBS AND ORGANIZATIONS

The Office of Student Activities, in conjunction with the SBA and GSBA's Director of Clubs and Organizations oversees all student-run clubs, which are, or seek to be recognized and funded by the University.

For more information, including a list of current and emerging clubs and organizations, information about joining a club, starting a club, or contacting someone in a club, visit the Clubs and Organizations office, Crosby Room 200, or call extension 4087. Information is also available from the Office of Student Activities at extension 6123. Please check with the Student Activities Office, Crosby Room 200, at extension 6123 or your department head for more information.

The Vice President for Student Life gives final approval for all student organizations. Any group interested in forming an organization can obtain detailed information from the Office of Student Activities. See the on-line version of the clubs and organizations manual for the organization recognition process.

CLUBS LIST: [www.gonzaga.edu/Student-Life/Get-Involved/ClubsandOrganizations.asp](http://www.gonzaga.edu/Student-Life/Get-Involved/ClubsandOrganizations.asp)

### **Preamble from the “UNIVERSITY STUDENT ORGANIZATION APPROVAL CRITERIA”**

University approval of student organizations is a privilege, not a right. Accordingly, student organizations are expected to meet and maintain certain standards that are in keeping with the mission of the University.

The University reserves the right to monitor all organizational activities and to conduct both regular and periodic reviews of approved student organizations to ensure that ongoing activities remain consistent with the stated goals and purpose of the organization.

The University may, at any time, suspend or revoke approval of a student organization. Furthermore, student organizations which violate University policies rules or expectations, of conduct, or conflict with the mission, policies, practices, or goals of the University, or its Catholic, Jesuit traditions and moral teachings, may be subject to disciplinary action, including the suspension or loss of University approval.

Approval of a student organization by the University in no way implies consent or endorsement of the positions or points of view espoused publicly or privately by members of the organization. Consequently, student organizations shall, at all times, represent themselves in a manner which reflects this policy, which clearly state that the views held by the student organizations are its own and not necessarily the views, opinions, or beliefs of the University, its faculty, administration, staff, or student body.

Some organizations which have already been approved or may gain approval in the future, could possibly engage in activities which may be considered dangerous to the physical safety and health of the participants. If the danger and risk of such activities seem to be unreasonable and unmerited, the University will deny the petition for approval or rescind previous approval. Organizations should be aware that the fact of approval of an organization does not imply the University feels the organization's activities are safe and free from danger and/or risk.

### **Student Organization Conduct Expectations and Judicial Process**

The student conduct expectations and standards apply to behavior on University property, at all university sponsored activities held on or off-campus and to students' off campus behavior which may negatively impact the institution and/or the institutions reputation. **Expectations and standards apply to both the individual student and any student organization.**

In addition to the student conduct expectations and standards student organizations must adhere to the following student organization expectations.

All clubs and organizations will:

- ❖ Be consistent with the University's Mission and Ethos statement and abide by any and all University policies' and procedures.
- ❖ Ensure that club involvement and activities do not adversely effect the academic success of their members or other Gonzaga community members.
- ❖ Follow all state, local and federal laws.
- ❖ Follow the policies and procedures of their sponsoring organization.
- ❖ Must have an advisor who is a professional faculty or staff employee of Gonzaga University or an affiliate of Gonzaga University – i.e. Sodexo.
- ❖ Will abide by Gonzaga's policies and procedures in both on- and off- campus activities.
- ❖ Must follow club's own constitution and by-laws.
- ❖ Be responsible for all financial transactions done by and/or in the name of the club. All financial transactions will proceed through the clubs controller account or GSBA. No off-campus bank accounts allowed.
- ❖ Must have at least ten student members (5 for law school clubs).
- ❖ Register their club annually with the Clubs & Organizations Office.
- ❖ Follow the University "Events Policy" for all events and programs.
- ❖ Understand and abide by the University Hazing Policy and Alcohol Policies.
- ❖ Maintain good communication with the Office of Clubs and Organizations by checking, updating and maintaining their ICS website and checking their club mailbox at least once a week.

- ❖ Follow all policies and procedures of the various departments and/or organizations in which they might interact with. These may include, but are not limited too the Controller's Office, University Relations, Campus Services, GSBA, Student Activities, Sodexo, Athletics, Security, etc.
  - ❖ Accept responsibility for member's behavior including whenever an event is held, officially or unofficially, in the name of the organization or whenever the action of a member draws attention to the organization rather than to the member as an individual.
  - ❖ Any club that is inactive for over four years will be expected to repeat the club recognition process.
  - ❖ All philosophical or general changes in the clubs original recognition paperwork must be submitted to the Clubs & Organizations Office immediately so as to not affect the clubs standing with the University.
  - ❖ Registration and/or recognition does not commit the University to the proposed programs of any organization.
- Student organizations that fail to meet the expectations or violate the conduct standards may be subject to a judicial hearing and organizational sanctions.

### **Student Organization Judicial Process**

The Office of Student Activities and/or the Office of Student Life are the initial gatekeepers for student organization conduct and expectations. Violations of organizational expectations or student conduct expectations will attempt to be resolved at the lowest level possible. When a possible violations is reported to either office or either office is made aware of a violation the first step will be to determine what kind of violation it is; a procedural violation or conduct violation

#### **Procedural Violations**

Violations of a procedural nature will be handled by the Office of Student Activities or the GSBA Director of Clubs and Organizations. They will consult the other before any final decision is made. Examples include but are not limited to: failure to register, lack of communication, not following university protocols, failure to sign and submit liability waivers, etc. Clubs can be made "inactive" for procedural violations, and typically will stay inactive until the procedure is completed satisfactorily. Other sanctions can include loss of University funding, loss of event sponsorship privileges, loss of practices and/or games, mandatory meetings etc. Typically these sanctions are meant to rectify the procedural violations and help ensure that the clubs does not let it happen again.

Inactive- An inactive student organization means that there has been little to no student interest in the club or that the club has failed to complete a required process for being a recognized student organization. If an organization is inactive for more than four years, then it must go through the entire new student organization recognition process to regain recognition.

#### **Conduct Violations**

If a report of possible conduct violations by a student organization are made the first step will be whether the reported conduct merits a judicial hearing. This decision will rest with the Dean of Students or designee. If it is determined that a judicial hearing is necessary then the Dean of Students will determine whom or what board is most appropriate for the case. The student organization will be assigned an advisor to help them through the process. All attempts will be made to have the case heard as soon as possible. The judicial boards determine if the club violated student and/or organization conduct standards. If a decision is made that the student organization did violate conduct expectations then the judicial board will also recommend appropriate sanctions to the Dean of Students for final approval.

### **STUDENT ORGANIZATION CONDUCT STATUS LEVELS**

If a student organization is found responsible for violating the student conduct expectations and/or organization conduct expectations they will typically be given a conduct status level. Below is the list of conduct status levels for student organizations.

**Termination** – The student organization is no longer recognized by the University and essentially no longer exists at the University. This status will remain for at least four years at which time any students interested in starting the organization again must go through the entire new student organization recognition request process.

**Suspension** – The separation of the student organization from the University for a specified period of time. The student organization may not participate in any University sponsored activity, may not use the University's name and must cease all organizational events and activity. Reinstatement after disciplinary suspension requires the approval of the Dean of Students or his/her designee and may require that certain requirements and/or sanctions be met prior to reinstatement.

**Interim Suspension** – In some instances because of the nature of the reported violations a student organization can be interim suspended. The student organization leaders will be notified immediately if this decision is made. All organizational activities must cease until the interim suspension is lifted. Interim suspension will remain in effect until a full investigation and/or hearing can be conducted to determine the final outcome of the reported violations. The authority to interim suspend a student organization rests with either the Office of Student Activities or the Office of Student Life.

**Disciplinary Probation** – The student organization will be served notice that its behavior violates the University's Code of Conduct. The organization may be barred from participation in all or designated co-curricular activities, use of

university facilities and may be subject to other sanctions. The organization will be notified that any further violations of University rules and regulations may result in suspension or expulsion.

**Disciplinary Reprimand** – The student organization is warned that its conduct is in violation of University rules and regulations and that further misconduct may be treated more severely. A disciplinary reprimand may also include other sanctions.

## STUDENT ORGANIZATION SANCTIONS

**Restitution** – The student organization is required to make payment to the University, other persons, groups, or organizations for damages that result from violations of conduct regulations.

**Service/Work Project** – The student organization will be assigned to complete a specified community service or work project.

**Fines** – The student organization will be required to pay a specified monetary fine to the University within a specified period of time.

**Denial of Access or Restriction of Access to a University Building or Facility** – The student organization will be denied access or allowed only restricted access to a specific building or facility for a stated period of time.

**Other Sanctions** – Other sanctions which are intended to engage the student organization in a positive learning experience related to the organization's inappropriate behavior may be imposed by the judicial hearing officer and/or board. These sanctions may include, but are not limited to, engaging in a campus or community service project, attending or presenting a program related to implications of the organization's conduct, or review of the organization's membership.

In determining and/or recommending sanctions for violations of University rules and regulations, the judicial officer and/or judicial board will consider such factors as attitude of the organization's officers; past record, both positive and negative; the severity of the damage, injury, harm, or disruption done or the potential for such; the organization's honesty, cooperation, and willingness to make amends; and other factors deemed relevant. A sanction or a combination of sanctions from among those stated above may be imposed.

## Notification of Decision and Outcomes

The outcome and decision of a student organization judicial hearing will generally be made in writing to the student organization leaders, the organizations advisor, the Office of Student Activities and the GSBA Director of Clubs and Organizations. It will include what, if any, violations the organization is being found responsible for, what their conduct status level is, what, if any sanctions, where assigned and how and to whom an appeal can be made. Because student organizations involve and effect a much wider aspect of the University community, the University reserves the right to notify the university community of the outcome of a judicial case against a club. This notification to the university will not include specific names or specifics about the incident, but more a general statement of what policies were violated and what the clubs conduct status level is. This notification will follow FERPA guidelines.

## Distinguishing club conduct versus individual conduct

When conduct violations occur at an official or unofficial organizational event the student organization may be held accountable. It is not always clear to when actions or behaviors are of an individual or organizational nature or what an "unofficial" organizational event may be. The following are guidelines the Office of Student life and/or the Judicial Board may use in determining if the actions or behavior were of an individual or organizational nature.

- ❖ How many members of the organization were present or aware of the situation? What percentage of the group present were members of the organization?
- ❖ What was the clubs knowledge of the situation/incident prior to it happening? What was the clubs leaderships' awareness or knowledge?
- ❖ What was the public or Gonzaga community perception of the event?
- ❖ Did the club create or contribute to the environment which created or lead to the situation/incident?
- ❖ Would the situation/incident have occurred if the club did not exist?
- ❖ How has the organization handled the incident/situation and/or its members since the incident?

Student organizations are strongly encouraged to have internal processes to address member's behavior. This not only ensures that the student organization is holding its self to the university standards, but may also keep judicial proceedings from taking place against the organization for actions of individual members.

Individual members of clubs may also be held individually accountable for violations committed by student organizations, but this would occur through the normal judicial process for individuals not through the organizational judicial process. If the person or board hearing the case feels that some of the individuals involved should be held individually accountable they may recommend this to the Dean of Students/Chief Judicial Officer.

COUNSELING CENTER  
COLLEGE HALL ROOM 303

Consistent with Gonzaga University's philosophy of developing the whole person, the Counseling Center's core purpose is to enhance the emotional, relational, and psychological well-being of students. We strive to facilitate students' personal growth and enhance their academic success through accessible, culturally congruent counseling and outreach services. We work in collaboration with other Gonzaga wellness and university departments and Spokane community partners.

We can be accessed by calling (509) 313-4054 or by coming to the center in College Hall, Room 303.

Our office hours are 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m.  
Monday through Friday.

Read more about us on our website at <http://www.gonzaga.edu> and then go to Counseling Center in the A-Z Index.

You can also learn more about our services in our Blogspot  
<http://gonzagacounselingcenter.blogspot.com/>

# GONZAGA CLUBS

GET INVOLVED OR CREATE YOUR OWN!  
FOR A LIST OF CLUBS GO TO [WWW.GOGSBA.COM](http://WWW.GOGSBA.COM)

Robby Bernicchi  
Director of Clubs  
(509) 313-4087

[ggsba-clubs@zagmail.gonzaga.edu](mailto:ggsba-clubs@zagmail.gonzaga.edu)

Chris Lombardi  
Club Sports Chair  
(509) 313-4087

[ggsba-clubsports@zagmail.gonzaga.edu](mailto:ggsba-clubsports@zagmail.gonzaga.edu)

Dave Rovick  
Assistant Director of Student Activities  
(509) 313-4069

[rovick@gonzaga.edu](mailto:rovick@gonzaga.edu)



# TESOL ABROAD

*Interested in living and teaching abroad after you graduate?! Get your certificate in Teaching English to Speakers of Other Languages (TESOL) in Peru, Mexico, Japan, or on campus - and begin your overseas teaching adventure today!*

**Visit Schoenberg Center for more information, or contact us:**

**Call: (509) 313-6560**

**email: [heid@gonzaga.edu](mailto:heid@gonzaga.edu)**

**[www.gonzaga.edu/tesolabroad](http://www.gonzaga.edu/tesolabroad)**

**[www.gonzaga.edu/summerinstitute](http://www.gonzaga.edu/summerinstitute)**

## JOIN CONVERSATION CIRCLES

The Center for Global Engagement is looking for Conversation Circle Volunteers interested in talking with GU international students studying English as a Second Language! A great way to teach, learn, gain cultural understanding, and have fun!

**Visit Schoenberg Center for more information, or contact us:**

**Call: (509) 313-5584**

**email: [alami@gonzaga.edu](mailto:alami@gonzaga.edu)**

**[www.gonzaga.edu/isp](http://www.gonzaga.edu/isp)**

## Visit the Leadership Resource Center!

Located in Crosby 100

Get connected with leadership resources and opportunities around campus...

Meet one-on-one with a leadership advisor to find solutions for your organization...

Access a wide variety of print and online resources about leadership...

Meet and interact with other leaders at specialized workshops...



**Be a part of Gonzaga's Community of Leaders!**



Online at [gonzaga.edu/lrc](http://gonzaga.edu/lrc)

Questions? Contact Katie Herzog  
[herzogk@gonzaga.edu](mailto:herzogk@gonzaga.edu) or 509-313-4156