



King’s University College Students’ Council

CLUBS DISCIPLINARY PROCEDURE

EFFECTIVE	January 31, 2024	SUPERSEDES	April 3, 2024
AUTHORITY	Clubs Disciplinary Committee	RATIFIED BY	Board of Directors

PREAMBLE:

The KUCSC seeks to ensure that all clubs are providing meaningful, desired, and unique opportunities for members of the King’s Community. It is vital that clubs act in a transparent, efficient manner consistent with the mandate and vision of the KUCSC. In the unfortunate instance that a club is acting in a manner inconsistent with the KUCSC’s vision, documents, or the Club’s mandate and policies, all disciplinary steps must adhere to the standards herein.

1.00 GENERAL

1.01 This document applies to all student groups ratified under the KUCSC’s Clubs Ratification and De-Ratification Procedure and governed by the KUCSC’s Clubs Operating Policy and other documents.

1.02 Any reference to “The Committee” is understood to mean-the “Clubs Disciplinary Committee”

- (1) This committee is to be made up of the Vice President of Student Events, Associate Vice President of Student Events, Chief Financial Officer, Executive Assistant to the President, Clubs Coordinator, and at least ONE (1) other, as chosen through standing committee sign-ups.

1.03 The Committee shall handle all complaints pertaining to clubs and oversee the disciplinary Process.

2.00 VIOLATIONS

2.01 Potential violations include, but are not limited to, the following:



King's University College Students' Council

Clubs Disciplinary Procedure

- (1) Failure to comply with the Club's constitution, budget, or any KUCSC documents governing the club's system.
- (2) Failure to comply with any reasonable request made by either the KUCSC or the King's University College Administration.
- (3) Breach of the KUCSC Community Standards Policy or any other relevant KUCSC Document.
- (4) Breach of any federal, provincial, or municipal laws.

3.00 PROCEDURE

3.01 All alleged violations shall be written and brought to the Committee for review.

3.02 The Committee must submit a written report regarding the particular event in question from one or more of the following parties:

- (1) The complainant;
- (2) The club in question; and,
- (3) Any KUCSC Executive Members or Staff who witnessed the event.

3.03 The Committee may initiate a full review of the club should the alleged violation be deemed systemic rather than event-specific, in nature.

3.04 As determined by a simple majority vote, in the event that the committee finds the club guilty of the allegation in question they may impose one or more of the possible sanctions.

4.00 SANCTIONS

4.01 Possible sanctions include:



King's University College Students' Council

Clubs Disciplinary Procedure

- (1) A warning: in the event of a minor infraction, a written warning shall be issued and signed by the club executive and the chair of the committee. The warning will be kept on file for no less than five (5) calendar years.
- (2) Suspension of particular privileges: a club may be prohibited from specific privileges associated with the violation in question.
- (3) Probation: if a club has been found guilty for multiple minor infractions or for significant infractions, they may be placed on probation. Any further violations while on probation shall result in automatic de-ratification.
- (4) De-ratification: repeated, egregious, or willful violations shall result in de-ratification.
 - (a) Executive members of a de-ratified club are barred from holding executive positions in any club for the duration of one (1) year;
 - (b) Executive members of a de-ratified club are automatically removed from any executive positions they may hold on any other club.

5.00 PROCEDURAL AUTHORITY

5.01 Further Procedures necessary for the effective and efficient implementation of this policy shall be established and amended as necessary by the Committee.

- (1) The scope of such Procedures is limited to the scope of this policy.
- (2) In the event of any conflict, this Policy supersedes any documents created under it.
- (3) Any new Procedures and amendments to any existing Procedures must be ratified by the Executive Council before taking effect.
- (4) Any decision by the Executive Council may be overturned by a two-thirds (2/3) vote of the council.