Policy Title	Student Organizations
Policy Number:	ADM 3.06
Department:	BSMCON
Functional Area:	Student Affairs
Contributing Department	
Approved by:	RHEI Leadership Team
Effective Date:	8/1/2026
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Manual	To be entered by Compliance360 System administrators or N/A if not in C360
Section	To be entered by Compliance360 System administrators or N/A if not in C360

I. Mission, Vision and Values

This policy reflects our commitment to human dignity, integrity, compassion, stewardship, and service by guiding decisions and actions that uphold respect for all individuals and promote excellence in our work.

This policy aligns with our mission of extending the compassionate ministry of Jesus by improving the health and well-being of our communities and providing good help to those in need, especially the poor, dying, and underserved by ensuring that our practices support ethical, effective, and accountable service across all areas of the organization.

II. Policy

Student Organizations

III. Purpose

The purpose of this policy is to provide structure and expectations for student organizations at BSMCON, a department operated and controlled by the Bon Secours Memorial Regional Medical Center, LLC.

IV. Scope

All BSMCON Faculty, Staff, Students and Student Organizations

V. Policy Details

It is the policy of the Bon Secours Memorial College of Nursing (BSMCON) that all students should have access to extra- and co-curricular opportunities to grow professionally, provide service, practice

leadership, and engage with the campus community. Student Organizations are key providers of such opportunities.

General Guidelines
All student organizations are expected to adhere to the following general guidelines in order to maintain good standing:

i. All members of student organizations, to include student leaders, are expected to adhere to all relevant BSMCON policies, processes, and procedures while engaged in official student organization activities to include off-campus activities. Additionally, BSMCON has a zero-tolerance policy for all forms of hazing. Please refer to ADM 9.15 Anti-Hazing for more information related to hazing.
ii. While student organizations may act as unofficial brand ambassadors when engaging in activities, no member of a student organization is an official representative of BSMCON and may not act in this capacity.
iii. Donations from student organizations to third-party charitable organizations must be raised through specific, approved fundraising activities.
iv. Any activities or initiatives undertaken or notices posted by a student organization must be approved following the protocols established in the Student Organization Advisory Handbook or in the guidance provided in the BSMCON – Student Activities organization in the Learning Management System (LMS). This applies to any student group, official or unofficial.
v. All student organizations are expected to maintain Bylaws and a Constitution as well as to adhere to these documents. Updated copies of these documents need to be ratified by the Office of Student & Alumni Affairs annually by June 1.
vi. Students must be actively enrolled in coursework in order to engage in student organization activities.

Student Organization Leadership
Every prospective or official student organization must have, at a minimum, the following officers as key members of its leadership team: President, Vice President, Secretary, and Treasurer. More information on specific duties can be found in the Student Organization Advisory Handbook.

All officers and other leadership positions for student organizations must be in good academic standing and free of conduct violations.

All student leaders and the structure of the student organization leadership should be in compliance with national, regional, and state regulations for the organization as appropriate. All student leaders are required to participate in BSMCON committees as determined each academic year.

Student Organization Advisory Handbook
The Student Organization Advisory Handbook provides operational and procedural guidance to all student organizations and advisors.

Conduct
Should any of the above statements not be met by a student organization; should a student organization or its membership, in whole or in part, violate BSMCON policies or procedures while engaged in student organization activities; or in other circumstances deemed appropriate by the Director of Student and Alumni Affairs and/or Dean of Student Affairs, that student organization may be placed on probationary status or may be disbanded. These reasons include but are not limited to:

i. Engaging in hazing of any kind.
ii. Failing to comply with BSMCON policies or procedures.
iii. Failing to have all required officer positions filled in a timely manner.
iv. Failure of the Student Organization Advisors to comply with BSMCON policies or procedures.

v. Any action taken deemed sanctionable by the Director of Student and Alumni Affairs and/or Dean of Student Affairs.

Any conduct described above, at the discretion of the Director of Student and Alumni Affairs, in conjunction with the Dean of Student Affairs, may result in the probation or disbandment of a student organization.

Probation

Student organizations placed on a probation status will be issued a statement of probation from the Director of Student and Alumni Affairs. This statement will include the duration of the probation if a specific time is set and/or any requirements identified by the Director of Student and Alumni Affairs as being sufficient for the reinstatement of good standing. These requirements may include but are not limited to:

i. Regular meetings of the SAOs, student leaders, and/or organization membership with the Director of Student and Alumni Affairs,Dean of Student Affairs, and/or any other staff as deemed appropriate.
ii. The completion of service hours or trainings as deemed appropriate.
iii. Financial restitution as deemed appropriate.

Student organizations on a probation status may not do the following:

i. Make any expenses from the organization account or on behalf of the organization.
ii. Collect any dues or membership fees or conduct any fundraisers.
iii. Hold any activities other than officer or general-membership business meetings.

Disbandment

Any student organization on a probation status that does not meet the terms of its probation outlined in the statement of probation or any organization complicit in activities deemed severe by the Director of Student and Alumni Affairs and/or Dean of Student Affairs may be immediately disbanded and forbidden from continuing organizational activities. Students may seek to reinstate the organization after a calendar year has passed by following the new student organization process.

VI. Definitions

Student Organization: A student organization is a group of students that has met the minimum standards established in this policy that acts to support members of the student body in furtherance of the mission and values of BSMCON.

Student Organization Advisor: A Student Organization Advisor (SOA) is an approved faculty or staff member that provides support, guidance and mentoring to a student organization.

Good Standing: A student organization in good standing is an officially recognized student organization that is compliant with all policies, processes, and procedures of BSMCON.

Probation: A student organization on probation is an officially recognized student organization that has been placed on probationary status by the Director of Student and Alumni Affairs **or** a student organization that has been initially approved by the Student Services Coordinator to begin the process of becoming officially recognized.

Additional descriptions, expectations, and definitions of roles, terms, and procedures may be found in the Student Organization Advisory Handbook.

VII. Attachments

N/A

VIII. Related Policies

ADM 3.05 Student Conduct - Rights and Responsibilities
ADM 9.15 Anti-Hazing

IX. Regulatory Notices

Nothing in this policy creates a contractual relationship between Bon Secours Memorial College of Nursing (BSMCON), a department owned and operated by the Bon Secours Memorial Regional Medical Center, LLC, and any party. BSMCON, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

X. Version Control

Version	Effective Date	Next Review Date	Description	Supersedes, if applicable	Prepared By
1.0	5/11/2020	N/A	Revisions and new template	N/A	Dean of Student Services
2.0	4/26/2023	4/26/2026	Revisions	1.0	Dean of Student Affairs
1	8/1/2026	8/1/2029	DE-MSN Update; C360 Template	2.0	Dean of Student Affairs

This policy/procedure/guideline is not intended to establish a standard of clinical or non-clinical care or practice. Rather, this policy/procedure/guideline creates a general tool to help guide decision-making with the understanding that different action(s) may be necessary in response to the totality of the circumstances presented.

Sites revised 05/06/2025- Bon Secours Mercy Health adopts the above policy, procedure, policy & procedure, guideline, manual / reference guide / instructions, or principle / standard / guidance document for all Bon Secours Mercy Health entities including, but not limited to, facilities doing business as Mercy Health – St. Vincent Medical Center, St. Vincent – St. Charles Hospital, St. Vincent – St. Anne Hospital, Mercy Health – Perrysburg Medical Center, Mercy Health – Tiffin Hospital, Mercy Health – Willard Hospital, Mercy Health – Defiance Hospital, Mercy Health Allen Hospital LLC, Mercy Health - Lorain Hospital, Mercy Health St. Elizabeth Youngstown Hospital, Mercy Health St. Joseph Warren Hospital, Mercy Health - St. Elizabeth Boardman Hospital, Mercy Health - St. Rita's Medical Center, Mercy Health – Springfield Regional Medical Center, Mercy Health - Urbana Hospital, Mercy Health - Anderson Hospital, Mercy Health - Clermont Hospital, Mercy Health – Fairfield Hospital, Mercy Health - West Hospital, The Jewish Hospital – Mercy Health, Mercy Health – Kings Mills Hospital, LLC, Mercy Health -

Lourdes Hospital LLC, Mercy Health – Marcum and Wallace Hospital, Chesapeake Hospital Corporation DBA Rappahannock General, Maryview Hospital, Bon Secours Richmond Community, Bon Secours Memorial Regional Medical Center, Bon Secours – St. Mary's Hospital, Bon Secours St. Francis Health System, Bon Secours St. Francis Medical Center, Bon Secours Mary Immaculate Hospital, Bon Secours - Southside Medical Center, Bon Secours Mercy Health Franklin, LLC, Southern Virginia Medical Center, and Bon Secours Harbour View Medical Center. This also may apply to Bon Secours Mercy Health Medical Group LLC and its medical group affiliates.