

Clubs and Organizations

Official Guidelines for Websites

All clubs are strongly recommended to construct and maintain a website using the SGA's content management system, as provided by the college. Failure to follow these guidelines will result in a Level I infraction, as per the Club Disciplinary Matrix.

1. Each club shall have the following basic content:
 - A. A summary of the club and the club's mission statement
 - B. An updated list of officers and their contact information. Sensitive information such as phone numbers and addresses is NOT to be shared
 - C. An updated list of club events and meeting times/places
 - D. A copy of the club's bylaws
2. Clubs are strongly encouraged to include the following content:
 - A. External links pertaining to the club
 - B. Photos from club events (provided included members provide consent)
 - C. Videos from club events
 - D. Member contributions such as posts, articles, etc.
3. The content on the website must:
 - A. Be in accord with the Marist College Student Code of Conduct
 - B. Be in accord with the SGA Constitution and Bylaws
 - C. Be suitable for all audiences
4. Only one officer per club may obtain access to the content management system.
5. The website must be maintained and kept up to date. Websites will be audited periodically to ensure information is up to date.
6. All new clubs have four weeks from the time their club account is created to comply with these requirements. These four weeks do not include exam week(s) or breaks. If the four weeks falls into the week of finals, clubs will have the first two weeks of the next semester to meet these requirements.
7. If the club wishes to NOT use SGA's content management system they should contact the CIO (sga.itc@marist.edu) for more information