

# 2024-2025 NMSU Returning Student Organization Recognition Process

Jakob Castille - 8/27/2024 4:37:46 PM -04:00

**Approved**

**Date:** 8/29/2024 5:58:01 PM -04:00

**By:** Rose Carbajal

**Comment:**

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## Registration Instructions

If your submission is approved, you will become the Primary Contact of the organization. Continue only if you are to be the Primary Contact on record for the organization. The registration process can be continued at any time by resuming it from your Submissions.

■ n/a

University policy requires all student organizations to be recognized under the Student Involvement and Leadership Programs Office and agree and adhere to University policies and guidelines. This recognition cycle will be open for completion during the month of April 2024, and will be good until the end of March 2025.

■ n/a

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## Student Organization Recognition Agreement Form - Page #1

When a student organization becomes recognized by New Mexico State University, it shall be accorded the following privileges:

1. Use of University facilities subject to the established rules governing such use.
2. Use of the name of the University in official titles.
3. Use of select University logos on student organization apparel.
4. Use of an on campus University club financial account.
5. Use of University bulletin boards and other campus media venues subject to the established rules governing such use.
6. Ability to request funding for student organization activities through ASNMSU.
7. Establishment of an organization mailbox in the Student Involvement and Leadership Programs office.

8. Participation in NMSU events and other activities that are open to student organizations.
9. Access to personal and organizational workshops and seminars sponsored by Student Involvement and Leadership Programs over topics ranging from leadership development to risk management to organizational growth.
10. Eligibility to participate in the Crimson Kickoff and Aggie Carnival student organization recruiting and information events sponsored by Student Involvement and Leadership Programs.
11. Privilege to have an organizational portal as a part of the Crimson Connection. Use of professional staff and resources available in the Student Involvement and Leadership Programs office.
12. Inclusion on the SOAP list-serves (Student Organization President/Advisor and Student Organization Advisors).
13. Participate and win awards through the Aggie Cup Competition.

n/a

I agree

Yes

In consideration for being a recognized student organization, groups will agree to:

1. Complete the NMSU Student Organization Recognition process on Crimson Connection annually in order to maintain continued association with the University. The recognition cycle will open each April.
2. Complete the Student Organization Officer Training Modules or Workshops required as part of the recognition process.
3. Maintain a membership roster of at least 2 enrolled NMSU students serving in the officer positions of President and Treasurer.
4. Maintain a currently employed NMSU faculty or staff member to serve as the primary advisor to the student organization. Graduate students and individuals who are not employed by NMSU may serve as secondary advisors. Non-NMSU employees who wish to serve in official secondary advisor capacity must have a recognized affiliation to the national or external organization which the student organization represents, and show a form of support from that national or external entity to serve in the advising role. All advisors are required to complete an annual training as part of the recognition process.
5. Notify and keep the advisor(s) informed of all activities, meetings, fiscal matters, and events of the organization.
6. Submit an Event through the organization's page in Crimson Connection addressing plans and risk management for all events including general meetings, both on and off campus (available [here](#)) to be submitted no later than 10 working

days prior to the event. The event must be finalized through the Student Involvement and Leadership Programs office prior to being advertised or held.

1. All activities must be in compliance with the University Sales and Solicitation Policy.
2. All activities planned for minors, or in which the majority of participants are minors, must adhere to the additional Sponsored Youth Program Approval and Requirements found in the [NMSU ARP 16.79](#).
3. For specific information on planning your event/activity, contact the Student Involvement and Leadership Programs office at 575-646-3200.
7. Remain actively aware of the financial status of the student organization at all times. For on-campus accounts, officers or advisors can contact the Aggie Service Center at [asc-agency@nmsu.edu](mailto:asc-agency@nmsu.edu) or 575-646-2000.
8. Conduct its affairs within the framework of University policies including but not limited to: the NMSU Student Social Code of Conduct, NMSU Administrative Policies (such as Marijuana Usage, Freedom of Expression, Sales and Solicitation, etc), University's Computer Use Policy, and the provisions of the by-laws of the organization. A list of policies that most often impact student organizations can be found [here](#).
  1. If the student organization is a collegiate chapter of a national organization, also conduct its affairs within the framework of any and all national bylaws or other governing documents.
9. Reject hazing in all forms within the student organization, and report incidents of hazing within the organization to the Director of Student Involvement and Leadership Programs.
10. Utilize University facilities, grounds, and equipment properly at all times and to compensate the University if damages occur during an event/activity that the organization conducts.
11. Operate and/or conduct all activities in a conscientious manner, consistent with recognized standards, in order to protect the health and safety of the general public and all individuals participating in the activities.
12. Update the copy of the organization's by-laws on file in the Student Involvement and Leadership Programs office when amendments are made by the membership.
13. Conduct the affairs of the organization with the realization that, by virtue of the recognized status granted to the organization by the University, its membership, both individually and collectively, will be viewed by the community as a representative of the University.
14. Recognize that an organization shall be responsible for any of its activities that cause a riot, disturbance or disorderly diversion that interferes with the normal operation of the University. This section should not be construed as denying any organization the right of peaceful assembly.

n/a

I agree

Yes

Failure to uphold the responsibilities of a Recognized Student Organization, or abuse of any of the privileges of a Recognized Student Organization, may result in suspension or

revocation of the student organization's recognized status on campus. For student organizations who lose their good standing and therefore their recognized status, the privileges of Recognized Student Organizations are also revoked until such time as they return to good standing with the NMSU.

n/a

I understand

Yes

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## Organization Profile - General Information

Official Organization Name

Associated General Contractors

Acronym/Nickname

AGC

Organization Description Summary

An engineering student organization at NMSU.

Organization Description

Associated General Contractors is an organization that helps develop and foster growth for New Mexico State engineering students perusing a career in construction.

Organization Website URL

associatedgeneralcontractors

External Website

n/a

Facebook Page URL

<https://www.facebook.com/nmsuagc/>

Twitter Username

n/a

Youtube Channel URL

n/a

Flickr Feed URL

█ n/a

Instagram Page URL

█ [https://www.instagram.com/nmsu\\_agc/](https://www.instagram.com/nmsu_agc/)

TikTok Username

█ n/a

LinkedIn Page URL

█ n/a

Pinterest Page URL

█ n/a

Tumble Page URL

█ n/a

Vimeo Page URL

█ n/a

Email

█ [agc@nmsu.edu](mailto:agc@nmsu.edu)

Street Address

█ P.O. Box 30001, MSC 3566

Street Address Line 2

█ n/a

City

█ Las Cruces

State / Province

█ NM

ZIP/ Postal Code

88003

Country

United States of America

Phone Number

n/a

Extension

n/a

Fax Number

n/a

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## Additional Information

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### Student Organization Recognition Questions - Page #1

Are you associated with a College Council?

Yes

Please Select from below:

Engineers Council

Do you have membership dues?

No

If yes, what is the cost of membership (please specify if the amount is per semester or per year)?

n/a

Where, when, and how often does your organization meet (please specify officer meetings versus general membership meetings)?

Wednesdays at 5:30 P.M. in EC3 room 230

During what months does your organization select new officers and when does the transition to a new officer team take place?

End of spring semester

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# Constitution/Bylaws Upload

Constitution/Bylaws File

Associated-General-Contractors-Bylaws-23-24.docx

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## Roster

✔ 5/5 Total Requirements Met

✔ At Least 1 Chief Financial Officer

Total: 1

✔ At Least 1 Chief Student Leader/President

Total: 1

✔ At Least 1 Primary Advisor

Total: 1

✔ At Least 0 Total Members

Total: 6

✔ At Least 0 Total Optional Position Holders

Total: 2

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## Roster Step Breakdown

Email	First Name	Last Name	Positions Assigned
cck9470@nmsu.edu	Caleb	Klima	Member, Vice President/Co-Leader
gaby09@nmsu.edu	Gaby	Guadarrama	Officer, Member
jcast68@nmsu.edu	Jakob	Castille	Member, Chief Student Leader/President
jrtapia@nmsu.edu	John	Tapia	Member, Primary Advisor
ll12@nmsu.edu	Luis	Fernandez	Member
derekc@nmsu.edu	Derek	Carrica	Member, Chief Financial Officer

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## Risk Management Training Video - Page #1

Please Watch the Risk Management Training below.

n/a

<https://www.youtube.com/watch?v=hoBCpgzZsjA>

■ n/a

After watching this video, as a third component of the recognition process, you will need to complete the Risk Management Training Quiz located on the next page of this process.

You must get an 80% or higher to pass the quiz.

The quiz is not automatically graded, so check back to see if your quiz submission has been approved or denied. Additionally, if you score below 80%, someone with Student Involvement and Leadership Programs will be in touch to help you retake it.

■ n/a

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## Risk Management Training Quiz - Page #1

What is the name of your student organization?

■ Associated General Contractors (AGC)

Please take the risk management quiz below after watching the entire video in the Organization Registration.

You must get an 80% or higher to pass the quiz.

The quiz is not automatically graded, so check back to see if your quiz submission has been approved or denied. Additionally, if you score below 80%, someone with Student Involvement and Leadership Programs will be in touch to help you retake it.

■ n/a

The Facilitator University is the guiding philosophy NMSU uses in risk management.

■ True

Which of the following questions should you consider to determine whether your organization is hosting an organization activity?(Check all that apply)

■ What is the purpose of this activity?

■ Could the activity be associated in any way with your group?

The five steps of risk management are?

Identify, assess, plan, implement, and monitor and evaluate

The five risk assessment areas located within the event forms are physical, reputational, emotional, financial, and facilities risks.

True

An example of transferring risks includes security, training for volunteers, and restricted areas.

True

What should be included in a crisis response plan?  
(check all that apply)

Detailed plans of action for various situations

The most frequently utilized part of the risk management process is evaluating what went well and what did not work at the event.

True

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## Aggie Cup Competition 24-25 - Page #1

The Aggie Cup Competition is an involvement incentive program that benefits student organizations. Groups who excel in the 7 categories that comprise the Aggie Cup Competition can receive financial contributions to their students organizations which can be used to send organization members to conferences or other professional development opportunities as agreed upon with the office of Student Involvement and Leadership Programs.

Additional information about this new program will be emailed and shared in SILP's Instagram Account (@nmsusilp) over the summer. For now, learn more by reviewing the attached Powerpoint presentation which explains the 7 categories and how student organizations can participate!

n/a

Check here to confirm that you have reviewed the [Aggie Cup Competition presentation](#).

Yes

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## First Amendment Presentation & Quiz - Page #1

What is the name of your student organization?

Associated General Contractors (AGC)

Please review this presentation about the [First Amendment, Free Speech, and your Student Organization](#) (click on the title of the presentation and the pdf presentation will be downloaded to your computer for your review).

You must get an 80% or higher to pass the quiz below.

The quiz is not automatically graded, so check back to see if your quiz submission has been approved or denied. Additionally, if you score below 80%, someone with Student Involvement and Leadership Programs will be in touch to help you retake it.

n/a

What are the rights and freedoms guaranteed by the First Amendment?

Religion, Speech, Press

What office should I contact with questions about hosting a gathering or a protest?

Student Involvement and Leadership Programs Office

Which of the following best describes a "heckler's veto"?

An unconditional protest tactic involving the organized disruption of public events to silence opposing viewpoints.

Which of the following speech is not protected by the First Amendment?

Obscenities, incitement to violence, true threats, fighting words, and defamation

I can speak on behalf of New Mexico State University as a student or student organization.

True

The University can deny me or my student organization space for an event because of the content of our speech.

True

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## Student Organization Information Certification Form - Page #1

By clicking I agree, I certify that:

- All the information shared within this form is correct;
- The organization has at least two currently-registered part time or full time student members at New Mexico State University Main Campus to serve as officers; and
- This organizations understands that New Mexico State University (NMSU) is dedicated to providing equal opportunities in our employment and learning environments, and that NMSU recognized student organizations shall comply with applicable NMSU policies, including but not limited to the policy that NMSU does not discriminate on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex (including pregnancy), sexual orientation, spousal affiliation or protected veteran status in its programs and activities as required by equal opportunity/affirmative action regulations and laws and university policy and rules.

n/a

I agree

Yes