



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

University Advancement

Policy Number: UA.11.003

Approved By: President Richard Yao

Effective Date: 9/18/2023

Page 1 of 3

Policy on University Alumni Groups

PURPOSE:

Alumni groups connect graduates and friends of CSUCI by engaging them through events that foster pride and create a lifelong connection to CSUCI. The purpose of this policy is to coordinate all alumni groups through University Advancement Career Development and Alumni Engagement (CDAE).

BACKGROUND:

A need exists to coordinate all alumni activities to avoid compromising relationships with California State University Channel Islands alumni and avoid duplicating communications and fundraising activities to better serve alumni for the overall support of the University and its students.

The CSUCI Alumni & Friends Association shall be an umbrella organization for all alumni constituency or affinity organizations and shall ensure, together with the campus administration, that such organizations adhere to this policy.

Article 15, Section 89030; sub-section 42397.1 Recognition, Education Code cites the role of university alumni associations and the agreement between the organization and the campus and explicitly defines that the campus president may recognize the campus alumni association as a single campus-wide organization that is the umbrella organization for the constituency alumni groups of the campus.

Amendment 1, Foundation Operating Agreement between Trustees and California State University Channel Islands; Terms and Conditions states that the State recognizes the Auxiliary as the State's exclusive university-wide alumni organization and hereby confers upon the Auxiliary the right to represent itself as such and to use the State's name in the name of the Association and a non-exclusive right to the use of the State's seal, mascot and logo in Auxiliary's brochures, publications, advertisements and promotional printings.

POLICY:

Accountability:

University Advancement, Career Development and Alumni Engagement

Applicability:

Any group who identifies themselves as an alumni group, organization, or club of California State University Channel Islands on or off campus.

Definition(s):



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

University Advancement

Policy Number: UA.11.003

Approved By: President Richard Yao

Effective Date: 9/18/2023

Page 2 of 3

Policy on University Alumni Groups

Alumni group within this document refers to any collaborative of alumni who are gathered for the purpose of networking, holding events, fundraising, connection, or membership. Gatherings may be defined as in-person or online communities.

Text:

An individual with intent to start an official alumni group should contact the Director of Alumni Engagement to become a recognized entity, network, or chapter of the Alumni & Friends Association. Alumni groups may be based on CSUCI academic programs, student clubs, affinity groups, or club sports. Requests may be made verbally or in writing.

Once a request to become a recognized alumni group is received, CDAE will review the request. CDAE reserves the right not to recognize an alumni group if their intended or practiced activities compromise the mission of the University, the campus perception, or its students, or if it violates any university policies including policies prohibiting discrimination in our programs or activities. CDAE will engage in regular communication with the recognized alumni groups to support the communications and activities involved so as not to compromise relationships with alumni and to maintain a positive role in supporting the campus.

Official recognition establishes the privileges and responsibilities of the relationship between these entities and the University, including use of the University's name, facilities, and resources. Without such recognition, no group may (a) represent itself as raising funds or otherwise providing support on behalf of or for the benefit of the University, a campus, or any institutional unit thereof; (b) use the name of the University or any of its campuses, facilities, or programs either expressly or by implication in connection with such activities; or (c) use University facilities, equipment, or personnel in connection with such activities.

The chartering process for alumni chapters grants recognition by the Alumni & Friends Association Board of Directors entitling the group to official CSUCI status, use of the University name and campus facilities, membership dues allocation, and eligibility for other services and recognitions approved by the CSUCI Alumni & Friends Association. All alumni chapters operate under the umbrella of CSCI Alumni & Friends Association.

Recognized alumni groups may also receive support from Alumni Relations as resources allow and may be authorized to use the University and Alumni & Friends Association logos. To support and enhance the growth and development of alumni constituencies the Alumni Association provides a host of privileges to chartered chapters including the use of University and Alumni & Friends Association logos



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

University Advancement

Policy Number: UA.11.003

Approved By: President Richard Yao

Effective Date: 9/18/2023

Page 3 of 3

Policy on University Alumni Groups

in accordance with our University Identify Style Guide. In exchange for these privileges, minimum standards are required to be upheld by all chartered organizations.

Alumni groups who do not adhere to this policy or whose activities compromise the Alumni & Friends Association or the University will not be supported or recognized by the University. Further action may be taken if the group violates other University policies.

EXHIBIT(S): None

Referenced Documents:

[CSU Article 15. Alumni Associations](#)

[University Identify Style Guide](#)