



Policy: Student Chapters

RESPONSIBILITY: ARSL BOARD

- DATE ADOPTED: March 21, 2014
 - DATE AMENDED:
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Statement of Purpose:

ARSL Student Chapters are intended to provide opportunities for learning and networking to students interested in the specialty of small and rural library service. The organization (ARSL) wishes to support those who are new to the field by providing access to practicing librarians (also trustees, staff, and friends) who can share their experience, answer questions, and encourage the development of future leaders.

Procedures:

Applications should be completed and all required documents submitted to the current ARSL Vice President (Liaison) at least 10 days prior to the meeting of the ARSL Board during which the group seeks approval.

Benefits related to Student Chapters of ARSL:

- Potential mentorship opportunities with practicing librarians in the area who are ARSL members
- Potential to call on ARSL members in the area to serve as guest speakers at chapter meetings
- Provides structured opportunities to learn about the organization and network
- Provides a listing of the approved Student Chapter on the ARSL website

ARSL Liaison:

The Vice-President / President-Elect will serve as the ARSL Liaison to Student Chapters. Contact information for this person will be provided upon approval of the chapter, and will be updated annually.



Reporting Requirements:

The Chapter's ARSL Liaison agrees to report at least once per semester, including reports of chapter activities, meetings, new and expiring members, etc. Chapters may be invited to submit content for ARSL electronic newsletters.

Standards for Inclusion:

Those desiring to start an ARSL Student Chapter must submit an application and ensure that their group meets the following standards*:

- All members of the potential ARSL Student Chapter are members of ARSL (provide a list)
 - The student membership rate is \$9 (the Faculty Advisor of a Student Chapter is also eligible for this rate)
- The Student Chapter has adopted by-laws and attached them to this application
 - By-laws must include the current ARSL Mission Statement and affirm the proposed Student Chapter's intent to uphold that Mission
- A list of Chapter Officers is provided and will be updated annually
- Once per semester reporting requirements will be observed
- The Student Chapter has adopted a unique identifier and will be referred to as " (Name of University) ARSL Student Chapter"
- All Chapter members have read, understand, and agree to the terms of the ARSL Student Chapter Policy

*Please note that University requirements may exist in addition to what ARSL has required. It is the responsibility of the student group to abide by any requirements set forth by the University.

Code of Ethics:

All members of the proposed ARSL Student Chapter must conduct themselves appropriately and professionally when representing the organization.

Specifically, Student Chapters and their individual members are expected to adhere to the following:



- Observe regulations for the use of the ARSL Logo as laid out in the “**Guidelines for Use of the Association for Rural & Small Libraries (ARSL) Logo**” Policy, which is available for review at <http://arsl.info>.
- Observe regulations put forth by the university related to individual student and chapter conduct. Violations of such regulations or policies equate to a violation of the ARSL Student Chapter Code of Ethics.
- Observe proper use of the name and acronym of the Association (Association for Rural & Small Libraries / ARSL). Under no circumstances can our name or acronym be used in a way that is harmful, deceptive, or objectionable to the average person. It may not be used on websites or other locations that contain content associated with hate speech, pornography, or any illegal activity. Further, it may not be used with content that disparages the Association or its members or other Student Chapters, or impacts our or their reputation negatively.

Definition of Appropriate Activities:

We encourage Student Chapters to advocate for the interests of small and rural libraries and promote professionalism. ARSL Student Chapters are encouraged to hold regular meetings, to request practicing ARSL member librarians in the area to attend or speak to the group, and to represent the interests of rural and small libraries at appropriate venues.

Note: If the activities of a Student Chapter develop into that of a service organization that requires fundraising, it is the responsibility of the Student Chapter (not ARSL) to procure the necessary tax exempt status and adhere to related reporting requirements. ARSL reserves the right to define and restrict the number of allowable Student Chapters in a given service area if competition for fundraising and/or service territories becomes an issue.

Dissolution of Student Chapter(s):

ARSL Student Chapters will be dissolved for one or more of the following causes:

- Failure to report to the appointed ARSL Liaison for six (6) months
- Violation of the Code of Ethics



- Failure to meet the required standards
- Written notice to the appointed ARSL Liaison detailing the Chapter's plan to disband

Note: Disaffiliated ARSL Student Chapters lose the right to utilize the ARSL name, acronym, and logo.

Disclaimer:

ARSL student chapters are not covered by ARSL's tax exempt status, nor does ARSL assume responsibility for chapter conduct or activities. ARSL Student Chapters are first and foremost student organizations within their university. As such, they are not a part of the corporate structure of ARSL.

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