

## **A. Membership**

### **A.1 Eligibility**

**A.1.1** Membership eligibility shall be as defined in Section III, A of the Bylaws and as follows:

**A.1.1.1** A student is defined as anyone currently enrolled in classes during the quarter(s) of their contract. During the summer contract period, student status is in effect as long as the member is enrolled as a student during a contiguous term.

**A.1.1.2** A member will retain their student status for the remainder of their contract if they graduate during their contract period.

**A.1.2** All applicants must follow procedures as outlined in policies A.2 in order to be eligible for membership.

**A.1.3** Applications by non-members who have committed a crime against person or property on SBSHC property, or who have been banned by a house will not be considered.

### **A.2 Application Process**

**A.2.1** Membership Application will only be accepted starting the second Friday of January for the upcoming summer and academic year contract periods. [MSC]

**A.2.2** The Membership and Outreach Committee shall be advised by the Membership Services Coordinator and will be comprised of no less than two appointed members per house. [MC]

**A.2.3** The Membership Coordinator shall have the following duties to the Membership and Outreach Committee. [MSC]

**A.2.3.1** Ensure the membership committee understands its duties

**A.2.3.2** Ensure the duties of the committee are carried out

**A.2.3.3** Ensure decisions of the committee are executed

**A.2.3.4** Ensure transparency of committee decision-making

**A.2.3.5** Maintain contact with and arrange contract signing appointments with applicants

**A.2.4** The Membership Committee shall have the following duties throughout the year and the application Process [MC]

**A.2.4.1** Fall Quarter duties:

- Register the new student group at UCSB's Office of Student Life
- Review and amend, as necessary, the active application and criteria for membership
- Take stock of the current waiting list
- Outreach to the various dormitories and with on campus groups.

**A.2.4.2** Winter Quarter duties:

- Approve and place applicants according to the criteria in section A.1.
- Coordinate 1 house event at each house with the Social Coordinator or Education Organizer
- Coordinate at least 2 house tours throughout the quarter

**A.2.4.3** Perpetual

- Maintain committee description and application policy and processes

- Answer emails inquiring about membership

#### **A.2.5 Applicant Orientation**

**A.2.5.1** New Member Orientation shall take place surrounding the general membership meeting on a weekend within one week of the first day of classes at the University of California at Santa Barbara. This orientation shall include: [BoD]

- Communication workshop for each house to set expectations, create, and sign a house Code of Conduct
- Co-op History workshop to review SBSHC, Isla Vista, and global co-operative history and examine SBSHC's structure
- Finances workshop to review SBSHC's financial operations
- Service workshop reviewing successful past service projects and the importance of service in the co-op

**A.2.5.1.1** At New Member Orientation all members shall be given a Membership Packet containing the Policies and House Constitution of their house. [MSC]

**A.2.5.2** First House Meetings shall be held the week of move-in at the start of Summer and Academic Year contract periods and must include: [HP]

- Election of all house officers
- Review of House Constitution
- Safety Tour of escape routes, fire extinguishers, gas/electrical/water shut-offs
- Discussion of meeting process

### **A.3 Membership Contracts**

**A.3.1** Any applicant must fill out an application in full and submit it to SBSHC to be considered for a contract.

**A.3.2** Membership Contracts will be granted to applicants who meet all eligibility requirements as specified in section A.1 on a first-come, first served basis within each progressive category in section A.3.2.1.

**A.3.2.1** Applications will be prioritized in the following order:

- Returning members that left in good standing
- Applicants who previously signed non-resident member contracts who are in good standing
- Applicants from other housing co-ops that left in good standing
- Applicants who attended at least two different events in the most recent round of recruitment (Info Sessions, co-op wide House Tours, and M&O House Events) or applicants who cannot attend recruitment events but rather complete an online supplemental "Info Session Survey"
- Applicants applying for both summer and subsequent academic year contract periods
- All other applicants

**A.3.2.4** Membership in Newman "Queer and Trans" House will be prioritized based on the following:

- Applicants who place the Queer & Trans Themed House first on their housing application and declare themselves as Feminist or LGBTQ

Studies declared/intended Majors or Minors will be given first priority in the housing placement after squatters.

- Furthermore, applicants who place the Queer & Trans Themed House first on their housing application, and/or declare themselves affiliated or employed with a social or community organization that is allied with the Queer & Trans Themed House or identifies as, Queer, Transgender, or LGBTQ+ serving, will receive the same priority as a Feminist/LGBTQ Studies Major or Minor.
- Applicants who place the Queer & Trans Themed House first on their housing application and do not declare themselves as any of the aforementioned categories will be given priority over applicants who do not place the Queer & Trans Theme House as their first preference.

**A.3.3 Membership Contract Periods.** Membership Contracts will not be written for any periods other than the Academic Year, Summer, Interim, and Replacement Periods.

**A.3.3.1 Academic Year Membership Contract** will begin on the Sunday before the first day of pre-instruction for the fall quarter and end on the Tuesday after graduation of University of California at Santa Barbara.

**A.3.3.2 Summer Membership Contract** will begin on the Friday after the end of the previous Academic Year Membership Contract. The Summer Membership Contract will end three days before the subsequent Academic Year Membership Contract.

**A.3.3.3 Interim Period** is the two days between the Summer Membership Contract and Academic Year Contract periods and are designated as cleaning and repair days. Members who have contracts for both adjoining contract periods will not be charged, but remain accountable to the terms of the Lease Agreement.

**A.3.3.4 Replacement Contract.** A special contract may be written if an eligible applicant is replacing a broken contract. Their contract will be for a remainder of the contract period in which the contract was broken.