



## Policy

APPROVAL PROCESS FOR STUDENT ACTIVITIES  
EFFECTIVE DATE: MARCH 14, 2024

DCB.512  
REVISED DATE: JANUARY 2026

Athletic programs and student clubs and organizations are among the core strengths at Dakota College at Bottineau (DCB). Consideration of new offerings is a serious endeavor, guided by this policy.

When a new athletic program is considered, it must go through the following review process.

- a. A proposal is prepared through the Athletic Director and submitted to the Associate Dean for Student Services for consideration. The Associate Dean will provide guidance on the necessary components for the proposal.
- b. The proposal, which includes a financial analysis and future recruiting plans, is forwarded to the Staff, Faculty and Student Senates.
- c. The Senates review and forwards a recommendation to the College Council.
- d. The College Council reviews Senate recommendations. If revisions are necessary, the proposal is returned to the Athletic Director for modification.
- e. Recommendations from the College Council are made to the Campus Dean.
- f. The Campus Dean provides a final decision on the proposal and arranges for future implementation, including placement into the institutional assessment and program review cycles if approved.
- g. Final decisions are communicated to the campus community through the Athletic Director or designee.

When a new student club or organization is considered, it must go through the following review process.

- a. A proposal is prepared and submitted to the Associate Dean for Student Services for consideration. The Associate Dean will provide guidance on the necessary components for the proposal.
- b. The proposal, which includes a financial analysis and future recruiting plans, is forwarded to the Staff, Faculty and Student Senates.
- c. The Senates review and forwards a recommendation to the College Council.

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- d. College Council discusses the proposal. If revisions are necessary, the proposal is returned to the Associate Dean for Student Services for modification.
- e. Recommendations from the College Council are considered by the Campus Dean, who makes a final determination and, if approved, arranges for inclusion in the institutional assessment process.
- f. Final decisions are communicated to the campus community through the Associate Dean for Student Services or designee.