

Regulations governing SU Student Activity Group Websites

Background

1. The bathstudent.com website is an important resource not only for student activity groups but also BUSU as a whole, and an increase in its use will benefit student activity groups (through a higher hit rate to their pages) and BUSU for the same reasons.
2. It is important that only accurate content is available to students and there is continuity for all resources of student activity groups. The nature of student activity group committees means that any web expertise that might exist within a group in any given year cannot be guaranteed to exist in the future. It may also be necessary for BUSU staff to alter web content if a student activity group's committee does not exist at some point in the future. As such, it is vital that any web presence a group has is in a format that future committees can reliably alter, and that BUSU can provide technical assistance for. The required format is that of bathstudent.com.

Regulations governing Websites

1. Each student activity group will be granted a home page (and the ability to create child pages thereof) on bathstudent.com for its own use.
2. Each student activity group is required to regularly maintain and update its web presence on bathstudent.com.
3. Student activity groups may not create or maintain websites beyond bathstudent.com. This restriction does not extend to groups, events etc, on social networking sites, but these must be in addition to content on bathstudent.com and clearly link to the student activity group's bathstudent.com pages.
4. A student activity group may apply to their area sabbatical officer for an exemption from this ban. Such applications may be granted with the agreement of the area sabbatical officer, in consultation with BUSU's webmaster, who will maintain a record of all external websites hosted by BUSU and/or its affiliated groups, and will be subject to the following conditions:
 - Exemptions will be granted **only** in the case that the student activity group requires web functionality beyond the capabilities of bathstudent.com **to fulfil a core function of that student activity group**. Examples of such functionality include, but are not limited to, certain forms of external media hosting, a requirement to keep and manage confidential membership lists and sign-ups or a requirement of sponsorship.
 - Even where an activity group hosts an external website, Bathstudent.com should still be used as the membership database and primary communication tool with the members of any activity group.

- If permission for an external website is given by the relevant sabbatical, the domain name must be registered in the name of BUSU. It may not be registered in the name of any individual or activity group. Registration of the domain name will be carried out by BUSU and paid for by BUSU. The Union is responsible and ultimately liable for the content of any Clubs and Societies external websites both to the University and legally, so must retain ultimate control of these sites.
- Any cost associated with hosting an approved external website will be paid for by the activity group and must be budgeted for in the usual way.

Content hosted on external sites are expected to act responsibly and in the case of misuse, disciplinary action may be considered.

All advertising must comply with Union Policy and Guidelines.

All content must be in English or have an English translation.

All content must comply with all other Union Policies and Guidelines.

No content should contain material that may bring the University or Union into disrepute or be of a libellous nature.

Information must be kept up-to-date and accurate.

5. BUSU will require all web presence in violation of this policy be taken down upon discovery.
6. Any breach of this policy by a student activity group will be referred to the corresponding area sub-group executive committee, and the student activity group will face appropriate disciplinary measures in line with the area's policies, up to and including disaffiliation of the student activity group. Extraordinarily, breaches may be reported to Management Group for their consideration.
7. This policy will also apply to sub-group executive committees where appropriate, and any breaches in that instance will be reported to Management Group.
8. Any group wishing to affiliate or in the process of applying for affiliation as a student activity group must adhere to this policy. Such groups will not be given a website presence as outlined in (1) until they are affiliated.
9. In any instance where the contents of an activity group's web pages are judged by the relevant sub-group executive or by Management Group to require amendment, the activity group will be asked to do this. If they fail to do as requested, then the sub-group executive or Management Group may decide to 'take down' the web pages or web site until such time as the situation is resolved.

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The above is the suggested policy wording.

Further comments

Domain registration and hosting are often two separate processes. Owning the domain registration would give BUSU the power to ‘take down’ any website but would not necessarily give administrative rights over content.

If the intention behind the revision of the policy is that BUSU should have final power over any website associated with it, so that as a last resort a website can be ‘taken down’, then it is only necessary for BUSU to own the domain registration.

It is arguably, unnecessary and over intrusive to wish to edit content of an activity group’s website. If content is of concern, BUSU would ask the activity group with the necessary administrative rights to edit that content. If this request was refused or ignored (and experience suggests that this is likely to be an unusual situation) then BUSU would have the ultimate power to ‘take down’ the website. So BUSU is protected.

The cost of registering a domain is small and could be borne by BUSU. However, the cost of hosting can vary and will be much greater.

Different hosts offer different packages. It would, therefore, make sense to allow individual activity groups to choose their own hosts so that the package is tailored to their specific needs.

There is no need for BUSU staff to have administrative rights for any of the reasons contained in point 2 in the section ‘Background’ as all these possible scenarios can be dealt with by other means as long as BUSU owns the domain registration.