

CONSTITUTION FOR THE ASSOCIATED STUDENTS OF OREGON STATE UNIVERSITY

PREAMBLE

We, the students of Oregon State University, in order to promote academic excellence, encourage the intellectual, social, cultural, and physical development of the student body, and enable the student body to assert its varied interests as citizens and members of the academic community through democratic representation, do hereby establish an association and adopt this constitution.

ARTICLE I: NAME

The name of this association shall be the Associated Students of Oregon State University, hereinafter referred to as the ASOSU.

ARTICLE II: PURPOSE

The purpose of the ASOSU is to promote self-governance in the best interests of students at Oregon State University.

ARTICLE III: MEMBERSHIP

- A. All enrolled students of Oregon State University are members of ASOSU.
- B. ASOSU does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, marital status, age, disability, or veteran status in any of its policies, procedures, or practices.

ARTICLE IV: EXECUTIVE BRANCH

A. Executive Officers

- 1) The ASOSU shall elect the following executive officers: President, Vice President, Graduate Senate Chair and Undergraduate Senate Chair.
- 2) The following executive officers shall be appointed by the President of the ASOSU and subject to confirmation by a majority vote in both the Undergraduate and Graduate Senates of the ASOSU: Executive Director of Task Forces and Services, Executive Director of Public Relations, Executive Director of Finance, Executive Director of Committees and External Development, and Executive Secretary. These positions are open to all eligible students; as outlined in ARTICLE VII, Section A, Subsection 4, and must be continuously advertised for at least five (5) business days prior to final application deadline in advance of appointment.
- 3) The Executive Officer appointments shall come from recommendations made by a hiring committee in accordance with the ASOSU Constitution and Statutes.

B. Powers and Duties

- 1) It shall be the primary duty of the Executive Branch to represent the ASOSU, and to fulfill the specific duties outlined in the ASOSU Constitution and Statutes and the ASOSU Incidental Fees Guidelines.
- 2) The President of the ASOSU shall conduct all administrative affairs of the ASOSU, to include, but not be limited to, the following: making executive appointments as specified by the ASOSU Constitution and Statutes, oversee and administer the annual ASOSU budget, perform policy oversight and provide assistance to the executive committees, task forces and services, and staff of the executive branch. The President of the ASOSU shall publicly represent the ASOSU to increase the visibility and influence of the ASOSU on and off campus.
- 3) The Vice President of the ASOSU shall assist the President of the ASOSU in his/her duties as needed and requested, both on and off campus. The Vice President of the ASOSU shall provide supervision for the Executive branch.
- 4) The chairs of the ASOSU Undergraduate Senate and the ASOSU Graduate Senate shall preside over all the administrative and legislative business of the their respective ASOSU Senate bodies including, but not limited to: scheduling all Senate meetings, hiring and supervising all Senate staff, assigning all Senate roles and responsibilities authorized by the ASOSU Constitution and Statutes, coordinating and evaluating all Senate activity, and providing orientation and training opportunities and materials to all members of the Senate, as available resources allow, to ensure that the participants can perform their statutory responsibilities competently. In assuming these responsibilities, the Chairs of the Senates primary obligations are to ensure that all Statutory and Constitutional requirements of the Senates are met and that legislative actions taken by the Senates are properly implemented.
- 5) The Executive Director of Finance of the ASOSU shall prepare and submit an annual ASOSU budget to the Educational Activities Committee, and shall be responsible for authorizing all ASOSU financial transactions. The Executive Director of Finance of the ASOSU shall also be required to prepare and submit financial reports to the Senate.
- 6) The Executive Director of Committees and External Development of the ASOSU shall appoint students to fill positions on all University committees and shall coordinate and supervise student participation on these committees.
- 7) The Executive Director of Public Relations of the ASOSU shall produce all the ASOSU public relations, oversee the Public Relations team and improve the visibility and image of the ASOSU within the OSU community.
- 8) The Executive Secretary of the ASOSU shall be responsible for the following tasks, including, but not limited to: schedule all Staff and Executive meetings, record minutes at all Staff and Executive meetings, and make minutes publicly available and archive all

minutes. The Executive Secretary of the ASOSU shall also provide organizational and scheduling assistance to other staff members.

- 9) The Executive Director of Task Forces and Services of the ASOSU shall be responsible for organizing, overseeing, and coordinating the ASOSU Task Forces and Services. The Executive Director of Task Forces and Services of the ASOSU shall make periodic progress reports to the Senates as needed or requested on behalf of the Task Force and Service Directors.

C. Term of Office

- 1) The Executive Officers of the ASOSU shall assume office on or before June 1st of the election year and not before taking the Oath of Office during the Inauguration ceremony. Executive Officers of the ASOSU shall remain in office until May 31st of the following year.

D. Succession

- 1) If the Executive Office of President is vacated during his/her elected term of office, the Vice President shall succeed to the office. In the event that the Executive Office of Vice President is vacated during the elected term of office, the Senates shall elect a successor from the ASOSU as outlined in the Statutes. All eligible students; as outlined in ARTICLE VII, Section A, Subsection 4, shall be considered for these positions.
- 2) In the event that the Executive offices of Executive Director of Task Forces and Services, Executive Director of Committees and External Development, Executive Director of Public Relations, Executive Director of Finance, and Executive Secretary are vacated during the appointed term of office, the President of the ASOSU shall appoint a successor, within two (2) weeks, following the selection procedure guidelines; as outlined in ARTICLE IV, Section A, Subsection 3.

ARTICLE V: LEGISLATIVE BRANCH

A. Powers and Duties of the ASOSU Undergraduate and Graduate Senates

- 1) The legislative and fiscal power of ASOSU shall be vested in the Undergraduate and Graduate Senates, subject to referendum and initiative of the ASOSU.
 - a. The legislative power shall include, but not be limited to, a statute system that shall delineate the rules of the Senates and the duties of ASOSU officers, senators, judges, and committees.
 - b. The fiscal power shall include, but not be limited to, final action on incidental fee allocations and amendments, and recommendations regarding the incidental fee guidelines.
- 2) The ASOSU Senates shall initiate such acts and programs as it deems necessary to carry out its responsibilities, as delineated in ASOSU Constitution and Statutes.
- 3) ASOSU Presidential vetoes may be overridden by a two-thirds majority vote of both Senates.

- 4) The Senates shall be responsible for approving or rejecting the Annual Incidental Fees Budget, approving and revising ASOSU Statutes, confirming ASOSU Executive appointments, and recalling any elected or appointed officers or committee members of ASOSU.
- 5) Each Senate shall elect a vice chair from among their number within four weeks of the beginning of Fall term.
- 6) The primary duty of senators shall be to represent their constituents and the ASOSU, and to fulfill their specific duties as outlined in the ASOSU Statues.
- 7) The chairs of each Senate shall preside over their respective Senate and meetings and be responsible for all Senate correspondence. The chair of each Senate shall also make appointments, in conjunction with the vice chair, to all Senate standing committees.
- 8) It shall be the duty of the vice chair of each Senate to carry out the duties of the Senate Chair in his/her absence. If both the chair and vice chair of either senate is absent, then a member of that Senate shall be elected to preside over that particular meeting.
- 9) The Senate Secretary shall prepare and distribute the Senate agenda, keep accurate minutes, and prepare bills and resolutions.
- 10) The Senate Parliamentarian shall assist the Senate Chairs in conducting Senate meetings in accordance with Robert's Rules of Order.

B. Membership of ASOSU Undergraduate Senate

- 1) The roll call voting membership of the Undergraduate Senate shall consist of one senator for every five hundred (500) students, or major portion thereof, who pay undergraduate fees, enrolled in each of the colleges of: Agricultural Sciences, Business, Education, Engineering, Forestry, Health and Human Science, Liberal Arts, and Science. Representation shall be established winter term on the basis of the most current enrollment, for the following academic year.
- 2) The non-roll call membership of ASOSU Undergraduate Senate shall be composed as follows:
 - a. Non-roll call voting senators shall be appointed or elected by organizations that they represent. The Vice President of the ASOSU shall serve as the voting member for ASOSU Executive Branch. Non-roll call voting senators shall be appointed to represent the Education Opportunity Program (EOP), Greek Life, Inter-Cooperative Association, Inter-Collegiate Athletics, International Students of OSU (ISOSU), Memorial Union Vice President, Residence Hall Association, 25+, Honors College, University Exploratory Studies program, two (2) external coordinators from the Cultural/Resource Centers (Asian and Pacific American Cultural Center, Black Cultural Center, Centro Cultural Cesar Chavez, Native American Longhouse, Queer Resource Center and the Women's Center) and one student elected at-large in the ASOSU general election. The voting membership among the Cultural/Resource Centers shall rotate each year.

- b. The Senate Chair shall appoint each non-roll call voting senator to at least one Senate standing committee.
- c. Non-roll call voting senators shall have the same responsibilities and recognition as do roll call voting senators, with the exception of roll call voting.
- d. The non-roll call, non-voting membership of the Senate shall consist of the Senate Secretary and Parliamentarian, along with the remaining four external coordinators of the Cultural/Resource centers. The non-voting members of the Senate shall not introduce or sponsor legislation.

C. Membership of ASOSU Graduate Senate

- 1) The roll call membership of the Graduate Senate shall consist of one Senator for every one hundred (100) Graduate Students, or major portion thereof, who pay graduate fees, enrolled in each of the individual colleges of Agricultural Sciences, Business, Education, Engineering, Forestry, Graduation School, Health and Human Sciences, Liberal Arts, Oceanic and Atmospheric Sciences, Pharmacy, Science, and Veterinary Medicine. Representation shall be established winter term on the basis of the most current enrollment for the following academic year.
- 2) The non-roll call membership of ASOSU Graduate Senate shall be composed as outlined in ASOSU Statutes.
 - a. Non-Roll call voting senators shall be appointed or elected by the organizations that they represent. The Vice President of the ASOSU shall serve as the voting member for ASOSU. Additionally a representative from the International Students of OSU (ISOSU) and a student elected at large during the ASOSU general election shall serve as a non-roll call voting members.
 - b. The Senate Chair shall appoint each non-roll call voting senator to at least one Senate standing committee.
 - c. Non-roll call voting senators shall have the same responsibilities and recognition as do roll call voting senators, with the exception of roll call voting.
 - d. The non-roll call, non-voting membership of the Senate shall consist of the Senate Secretary and Parliamentarian, along with Executive Director of Committees and External Development of the ASOSU, Executive Director of Finance of the ASOSU, President of the ASOSU, Executive Director of Public Relations of the ASOSU, Executive Secretary of the ASOSU, Executive Director of Task Forces and Services of the ASOSU, Graduate Affairs Task Force Director of the ASOSU, and six (6) external coordinators from the Cultural/Resource centers (Asian and Pacific American Cultural Center, Black Cultural Center, Centro Cultural Cesar Chavez, Native American Longhouse, Queer Resource Center, and the Women's Center). The non-voting members of the Senate shall not introduce or sponsor legislation.

D. Voting

- 1) Only ASOSU Senators who have taken the Oath of Office shall be permitted to vote. The Senate Chairs shall vote on issues only when it will change the outcome
- 2) The President of the ASOSU may veto any Senate action, after which he/she must communicate this decision to both Senates within seven (7) days following their action.

At all times, the President of the ASOSU shall represent the ASOSU interests to the greatest extent possible.

E. Term of Office

- 1) Senators of the ASOSU shall take the Oath of Office on or before June 1st of the year in which they are elected and remain in office until May 31st of the following year.

F. Succession

- 1) If a Senate position is vacated during the elected term of office, the represented body shall appoint a successor from among its constituents to fill the position. This shall be done within three weeks of the announced vacancy. The represented constituents may dispute such appointments by presenting a signed petition to the appropriate Senate Chair within thirty days following the appointment. Such petitions must be signed by at least five (5) percent, or thirty (30) members, of the senator's constituency, whichever is greater. In the case of a disputed appointment, an open election will be held by the represented body to fill the senate vacancy.
- 2) If either of the Senate Chairs is vacated during the elected term of office, the appropriate Vice Chair shall succeed to the office for the duration of the term. If the office of Vice Chair is vacated during the elected term of office, that Senate shall elect a successor from among their elected number. The senator so elected will maintain his/her school or organizational representation.
- 3) If the Senate Chair is vacated before a Vice-Chair is elected then the President of the ASOSU shall appoint an Interim Chair. The senate shall then elect a Senate Chair from among their elected number, within the first four (4) weeks of Fall term.

G. Retroactivity

- 1) No legislation shall be retroactive unless so stated in the proposed Bill.

H. Meetings

- 1) The Senates shall meet at least once every other week during fall, winter and spring terms, with the exception of finals week. All regular meetings of the Senates shall be open to the public.
- 2) Senate Chairs may call special meetings for their respective Senates.
- 3) Senate Chairs shall call a special meeting at the request of at least ten (10) Senators or 20 percent of the Senate, whichever is fewer.
- 4) A gallery for seating shall be provided, and members of the gallery shall be entitled to speak according to the Senate's rules.
- 5) Closed meetings of the Senates may be held only to consider the appointment or recall of any non-elected officer, judge, or committee member of the ASOSU.

ARTICLE VI: JUDICIAL POWER

A. Judicial Power

- 1) The judicial power of the ASOSU shall be vested in the ASOSU Judicial Board, the Student Parking Appeals Committee, and ASOSU Elections Review Board.

B. The ASOSU Judicial Board

1) Appointment and Membership

- a. The Judicial Board shall consist of five (5) students. Members of the Judicial Board may not hold any other elected or appointed ASOSU positions.
- b. Each Fall term, the Judicial Board shall, during a regular business meeting, select a Judicial Board Chair and Vice Chair from among their membership.
- c. In the event of a vacancy on the board, the Judicial Board Selection Committee shall appoint a student to fill the vacancy. All appointments shall be made from eligible students; as outlined in ARTICLE VIII, Section A, Subsection 4. The Judicial Board Selection Committee shall advertise the open position continuously for at least five (5) business days prior to the application deadline in advance of the appointment.
- d. Judicial Board members shall be appointed for the length of time they remain eligible students at Oregon State University. The term of office shall not exceed four (4) years.

2) Functions and Powers

- a. The power of the Judicial Board shall arise exclusively from any case or controversy brought before it, pertaining to any questions of interpretation of ASOSU Constitution and Statutes.
- b. The Judicial Board shall be the final authority on questions of interpretation of ASOSU Constitution and Statutes.
- c. All decisions made by the Judicial Board regarding questions of interpretation of ASOSU Constitution and Statutes shall be stated in a written, public document and be considered final and binding. The Judicial Board Chair shall provide all ASOSU Executive Officers and Senators with a copy of the official decision, within five (5) business days, and shall also compile all questions of interpretation decisions for a permanent and public record. Decisions may be modified or reversed in the matters of constitutional or statutory amendments that affect the specific decisions, if the issues is so raised and brought before the Judicial Board for re-evaluation.
- d. The Judicial Board may also serve in an advisory capacity to any ASOSU affiliated group or organization.
- e. The Judicial Board shall not hear appeals of decisions of the Student Parking Appeals Committee.

3) Rules of Procedure

- a. The Judicial Board shall adopt and revise rules of procedure for the exercise of its constitutional and statutory responsibilities. The Senates shall confirm, reject, or take action upon these rules of procedure by a simple majority vote of each house. The Senates may amend the proposed rules of procedure only by deleting individual clauses. Should the Senates fail to take any action on the proposed

rules of procedure within three (3) weeks of their formal introduction at a regular Senate meeting, those rules shall take effect automatically.

- b. A Judicial Board decision must have three (3) of the five (5) members present to hear a case.
- 4) Removal from Office
 - a. Any member of the Judicial Board may be removed from office by a two-thirds majority vote of each Senate.
 - b. Any member of the Judicial Board may be removed from office for unexcused absences from any two (2) regular meetings of the Judicial Board in one term. An unexcused absence shall be so determined by the Vice Chair unless the member in questions is the Vice Chair and then the Chair shall make the determination.

ARTICLE VII: THE ASOSU STUDENT PARKING APPEALS COMMITTEE

A. Appointments and Membership

- 1) The Student Parking Appeals Committee shall consist of five (5) students. The Student Parking Appeals Committee shall review student appeals arising from the enforcement of campus traffic regulations.
- 2) The Student Parking Appeals Committee Chair shall be the Student and Academic Affairs Task Force Director of the ASOSU, or appointee by thereof. Members of the Student Parking Appeals Committee shall be volunteers appointed by the Student and Academic Affairs Task Force Director of the ASOSU. If she/he is unable to appoint members to the committee, it shall be the job of the Executive Director of Committees and External Development of the ASOSU to appoint members to those vacancies.

B. Rules of Procedure

- 1) Decisions of the committee shall be made by a simple majority vote of the members, and all decisions shall be final and binding unless overruled by the Parking Services Committee. A quorum of three (3) of the five (5) judges will be required to evaluate written appeals.
- 2) The Student Parking Appeals Committee shall hold at least one (1) in-person appeal session per term. A quorum of three (3) of the five (5) judges will be required to evaluate in person appeals.
- 3) Guidelines for the Student Parking Appeals Committee shall be reviewed and revised at the beginning of each academic year by the Committee Chair and the ASOSU Executive Committee.

C. Removal of Members

- 1) Any member of the Student Parking Appeals Committee may be recalled by a 2/3 majority vote of the Committee on Committees if it is deemed that she/he is not performing to the Student Parking Appeals Guidelines.

ARTICLE VIII: ELECTIONS AND HOLDING OFFICE

A. ASOSU Elections

- 1) Membership and Formation of the ASOSU Elections Committee

- a. The Elections Committee shall be composed of representatives from participating groups and at-large members of the ASOSU.
 - b. The Vice President of the ASOSU shall supervise the creation of the Elections Committee by contacting participating groups and advertising for at-large members. The Elections Committee shall be declared complete no later than the last day of Fall term for each academic year.
- 2) Powers and Duties of the ASOSU Elections Committee
- a. The Elections Committee shall set election dates and filing deadlines, propose election rules to the Senates, and publicize these to the ASOSU.
 - b. The Elections Committee shall arrange for the actual election process and shall provide opportunities for the candidates to express their views to the ASOSU.
 - c. The Elections Committee shall submit a proposed budget to the Executive Director of Finance of the ASOSU for the succeeding year's elections.
- 3) Election Procedures and Regulations of the ASOSU Elections Committee
- a. Elections shall be held for ASOSU officers and senators, the date shall be announced by the last Senate meeting of Fall Term.
 - b. The elections will be available to other recognized student organizations wishing to hold a campus-wide election. Each organization will determine the position(s) they want elected, the procedure for placing nominations on the ballot, and eligibility for each position. The information shall be due during the beginning of the term prior to the elections for inclusion in the elections packet.
 - c. The election procedures shall be printed by the first day a candidate may file for election.
 - d. The Senates may make changes in procedures and regulations in the term prior to that printing. Changes shall not be made after printing without the consent of every candidate.
 - e. Elections shall be by secret ballot.
- 4) Requirements for Candidacy or Appointed Positions
- a. Candidates for any elected or appointed office must meet University requirements to hold office.
 - 1) Undergraduate students shall have earned at least six (6) hours of credit in their most recently completed term, be currently registered for at least six (6) hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 2.00.
 - 2) Graduate students shall have earned at least five (5) hours of credit in their most recently completed term, be currently registered for at least five (5) hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 3.00.
- 5) Failure to enroll during summer term shall not disqualify an otherwise qualified candidate for elections or appointment.

- 6) An ASOSU Senate candidate must be a member of the college they wish to represent at the time of the elections and must remain in that college for at least three (3) terms after elected, excluding summer term.

D. Holding Office

- 1) In accordance with University regulations, Undergraduate students with a grade point average (GPA) of less than 2.00 during any one academic term while holding office shall be automatically removed for the remainder of his/her term in the office; unless his/her cumulative GPA on hours earned at Oregon State University is above 2.00. Undergraduate students earning less than a 2.00 GPA for two (2) consecutive academic terms while holding office shall be removed permanently from office. Full time status shall be defined as six (6) credit hours per term.
- 2) In accordance with University regulations, Graduate students with a grade point average (GPA) of less than 3.00 during any one academic term while holding office shall be automatically removed for the remainder of his/her term in the office; unless his/her cumulative GPA on hours earned at Oregon State University is above 3.00. Graduate students earning less than a 3.00 GPA for two (2) consecutive academic terms while holding office shall be removed permanently from office. Full time status shall be defined as five (5) credit hours per term.

ARTICLE IX: ASOSU STUDENT FEES COMMITTEE

A. ASOSU Student Fee Committee

- 1) ASOSU Student Fee Committee shall consist of seven (7) voting members, five elected at-large during the ASOSU General Elections, the President of the ASOSU, the Memorial Union President, and three (3) non-voting members, the Undergraduate Senate Chair, the Graduate Senate Chair, and the Appropriations and Budgets Committee Chair.
- 2) ASOSU Student Fee Committee shall annually approve and recommend student fee budgets for Corvallis Transit Service, Educational Activities, Intercollegiate Athletics, Memorial Union, Recreational Sports, Student Health Services, Student Involvement, and Sustainability, as authorized by the Oregon Revised Statutes and Oregon State University Incidental and Student Health Fees Policies and Procedures.
- 3) A mediation process shall begin upon rejection by either Senate of an annual budget as outlined in the Statutes.

ARTICLE X: AMENDMENT, REFERENDUM, INITIATIVE, RECALL AND REVISIONS

A. Amendment

- 1) The ASOSU may amend this Constitution by a two-thirds majority vote of the voting members. Amendments may be initiated by a signed petition of no less than five (5) percent of the members of the ASOSU or by a bill passed by a two-thirds majority vote of each the Graduate and Undergraduate Senates.

B. Referendum

- 1) The Senates, acting on a petition signed by no less than five (5) percent of the members of the ASOSU, may refer any proposed legislation to the ASOSU. A simple majority of those voting is required for passage of the legislation.

C. Initiative

- 1) The ASOSU may petition for initiative measures. All proposed petitions must be submitted to the Judicial Board prior to circulation for signatures. The Judicial Board shall insure that the petition is in correct form, and shall see that clarity, consistency, and full disclosure is maintained throughout the entire initiative process. The Judicial Board must take action, once the petition has been submitted, within five (5) business days, excluding finals week and breaks between terms.
- 2) A petition must be signed by at least five (5) percent of the ASOSU and presented to the President of the ASOSU. Within three weeks following verification of signatures, the President of the ASOSU, in cooperation with the ASOSU Elections Committee, will authorize a special election concerning the petition. A simple majority of those voting is required for passage of the initiative.
- 3) A petition shall be declared null and void by the President of the ASOSU, and therefore not subjected to a special election, if:
 - a. The petition was not submitted to the Judicial Board prior to circulation for signatures.
 - b. The petition was not signed by at least five (5) percent of the ASOSU.
 - c. The signed petition was not submitted for an election vote during the deadline year it was registered.

D. Recall

- 1) The officers and senators of ASOSU shall not be subject to recall for six (6) weeks following their election. After that time, recall of any ASOSU elected officer or senator may be initiated.
- 2) Recall shall be initiated by a signed petition of at least fifteen (15) percent of the ASOSU, by twelve (12) voting members of the Senate, or by fifteen (15) percent of the senator's constituency. The petition shall be reviewed by the Judicial Board to ensure clarity and full disclosure.
- 3) After proper initiation of recall, the Elections Committee shall call a special election within three (3) weeks. A two-thirds majority of those voting is required for recall.

E. Revision

- 1) Revision shall be taken to mean changes in grammar or structure that do not change the intent of the Constitution.
- 2) A revision of the Constitution may be adopted by a bill passed by not less than a two-thirds majority of the elected members of both Senates.

ARTICLE XI: ENACTMENT

Upon passage of Ballot question 1, the changes shall take effect. This Constitution shall supersede all previous ASOSU Constitution and Statutes.

- Revised 1963
- Amended 1970, 1973, 1976
- Revised 1981, 1984
- Amended 1984
- Revised 1985, 1986, 1987
- Approved by the Oregon State University President September 1987
- Revised 1988
- Amended 1989
- Sent to the Oregon State University President for approval in October 1989
- Amended 1992, 1993, 1994
- Revised 1999
- Sent to the Oregon State University President for approval in February 2000
- Amended 2000
- Amended 2004

Sent to the Oregon State University President for approval on the ____ day of ____ 2004.

Approved by the Oregon State University President: _____ 2004.

Signature: _____
Dr. Edward Ray, President