



# Statutes of the Associated Students of Oregon State University

**Amended through the 13th session of Congress.  
Approved November 2021.**

<b>TITLE I: STATUTE SYSTEM .....</b>	<b>1</b>
SECTION 1: DESIGNATIONS AND FORMS.....	1
SECTION 2: ENACTMENTS, AMENDMENTS AND REVISIONS .....	1
SECTION 3: SUBORDINATION OF STATUTES.....	1
<b>TITLE II: LEGISLATIVE BRANCH.....</b>	<b>1</b>
SECTION 1: POWERS AND DUTIES .....	1
SECTION 2: HOUSE OF REPRESENTATIVES.....	1
SECTION 3: SENATE .....	6
SECTION 4: RECORDS OFFICERS.....	10
SECTION 5: CONGRESSIONAL COMMITTEES .....	11
SECTION 6: SPECIAL AND SELECT COMMITTEES .....	18
SECTION 7: SESSIONS OF CONGRESS .....	20
SECTION 8: HOUSE AND SENATE STANDING RULES .....	20
SECTION 9: RECORDS AND ARCHIVES .....	20
SECTION 10: CONFIRMATION PROCEDURES .....	21
SECTION 11: LEGISLATION.....	21
SECTION 12: ALLOWANCES AND COMPENSATIONS .....	22
SECTION 13: CAMPUS ORGANIZATION REPRESENTATIVES.....	22
SECTION 14: STUDENT TOWN HALL MEETINGS .....	23
<b>TITLE III: EXECUTIVE BRANCH .....</b>	<b>23</b>
SECTION 1: POWERS AND DUTIES .....	23
SECTION 2: ORGANIZATION OF THE EXECUTIVE BRANCH.....	23
SECTION 3: THE PRESIDENT .....	24
SECTION 4: THE VICE-PRESIDENT.....	25
SECTION 5: EXECUTIVE OFFICERS.....	25
SECTION 6: RECORDS AND ARCHIVES .....	29
SECTION 7: ASOSU NOMINATION PROCESS FOR THE OREGON STATE UNIVERSITY BOARD OF TRUSTEES STUDENT MEMBER .....	29
<b>TITLE IV: JUDICIAL BRANCH.....</b>	<b>30</b>
SECTION 1: JUDICIAL FUNCTION .....	30
SECTION 2: THE JUDICIAL COUNCIL CHAIRMAN .....	30
SECTION 3: JUDICIAL COUNCILORS .....	30
SECTION 4: COURT PROCEDURE.....	30
SECTION 5: RULINGS.....	31
SECTION 6: RECORDS AND ARCHIVES .....	32
SECTION 7: SUBSIDIARY COURTS.....	32
SECTION 8: ALLOWANCES AND COMPENSATION .....	33
<b>TITLE V: CONSTITUTION AND STATUTORY REVISION.....</b>	<b>33</b>
SECTION 1: AMENDMENT .....	33

SECTION 2: LEGISLATIVE INITIATIVE .....	33
SECTION 3: REFERENDUM .....	33
SECTION 4: COMMITTEE REVISION .....	33
<b>TITLE VI: IMPEACHMENT .....</b>	<b>34</b>
SECTION 1: IMPEACHMENT.....	34
SECTION 2: IMPEACHMENT TRIAL.....	34
<b>TITLE VII: FINANCES .....</b>	<b>34</b>
SECTION 1: STUDENT FEES .....	34
SECTION 2: BUDGETARY SIGNING AUTHORITY AND CONTINGENCY ALLOCATIONS .....	37
<b>TITLE VIII: INDEPENDENT COMMITTEES .....</b>	<b>39</b>
SECTION 1: DEFINITIONS.....	39
SECTION 2: SPECIFICATIONS .....	39
SECTION 3: ATTENDANCE .....	39
SECTION 4: SUMMONS.....	39
<b>TITLE IX: GENERAL GOVERNMENT POLICY.....</b>	<b>39</b>
SECTION 1: CONDUCT OF OFFICERS, EMPLOYEES AND ELECTED OFFICIALS.....	39
<b>TITLE X: PAY GRADES FOR OFFICERS AND EMPLOYEES OF THE ASOSU .....</b>	<b>40</b>
SECTION 1: LEGISLATIVE BRANCH.....	40
SECTION 2: EXECUTIVE BRANCH .....	40
SECTION 3: JUDICIAL BRANCH.....	41
SECTION 4: COMPENSATION FOR POST-ELECTION TRANSITION .....	41
SECTION 5: PREEMPTION OF APPLICABLE MINIMUM WAGE AND EXEMPTIONS .....	42
<b>TITLE XI: ELECTIONS GUIDELINES .....</b>	<b>42</b>
SECTION 1: DEFINITIONS.....	42
SECTION 2: ELECTIONS CONDUCTED UNDER THESE GUIDELINES.....	42
SECTION 3: DATE OF GENERAL ELECTION AND PRIMARY ELECTION.....	43
SECTION 4: VOTE TALLYING PROCEDURES.....	43
SECTION 5: REGISTER OF CANDIDATES.....	43
SECTION 6: ELECTIONS COMMITTEE’S STATEMENT OF OFFICES, CANDIDATES AND MEASURES..	44
SECTION 7: OFFICIAL GENERAL OR SPECIAL ELECTION BALLOTS. ....	44
SECTION 8: PROCEDURES AFTER 10 P.M. ON ELECTION DAY.....	45
SECTION 9: INDIVIDUALS ELECTED BY WRITE-IN VOTES.....	45
SECTION 10: CHIEF EXECUTIVE OFFICER’S DUTIES AFTER ELECTION.....	45
SECTION 11: CERTIFICATE OF ELECTION REQUIRED BEFORE TAKING OATH OF OFFICE. ....	45
SECTION 12: PROCEDURE WHEN TIE VOTE OCCURS.....	45
SECTION 13: OREGON STATE UNIVERSITY REQUIREMENTS FOR ALL ELECTED POSITIONS.....	46
SECTION 14: ELECTIONS COMMITTEE REQUIREMENTS FOR ALL ELECTED POSITIONS.....	46
SECTION 15: CAMPAIGNING.....	46

SECTION 16: CAMPAIGN MATERIALS.....	46
SECTION 17: CAMPAIGN LOCATIONS.....	47
SECTION 18: GENERAL REGULATIONS.....	47
SECTION 19: VIOLATIONS; PROCESS TO APPEAL VIOLATIONS.....	48
SECTION 20: CAMPAIGN SPENDING LIMITS; SOURCES OF FUNDING.....	49
SECTION 21: FINANCIAL STATEMENTS; DATES DUE.....	49
SECTION 22: STIPENDS FOR PRESIDENT-ELECT AND VICE PRESIDENT-ELECT .....	49
<b>TITLE XII: INTERNAL/EXTERNAL RELATIONSHIPS.....</b>	<b>49</b>
SECTION 1: DEFINITIONS.....	49
SECTION 2: INTERNAL RELATIONSHIPS .....	50
SECTION 3: EXTERNAL RELATIONSHIPS .....	50
<b>TITLE XIII: INQUIRY OF COMMITMENT .....</b>	<b>51</b>
SECTION 1: GROUNDS FOR INQUIRY.....	51
SECTION 2: PROCESS .....	52
<b>TITLE XIV: ASOSU EVENTS .....</b>	<b>53</b>
SECTION 1: LAND-USE ACKNOWLEDGEMENT STATEMENT.....	53
<b>TITLE XV: FACULTY SENATE STUDENT COMMITTEE MEMBERS .....</b>	<b>53</b>
SECTION 1: POWERS AND DUTIES .....	53
SECTION 2: SELECTION PROCESS AND MEMBERS REQUIREMENTS .....	53
SECTION 3: TIER 1 COMMITTEE MEMBER .....	53
SECTION 4: TIER 2 COMMITTEE MEMBER .....	54
SECTION 5: TIER 3 COMMITTEE MEMBER .....	54
SECTION 6: ALLOWANCES AND COMPENSATIONS .....	54

## **Title I: Statute System**

### **Section 1: Designations and Forms**

- A. The ASOSU Statutes shall be organized and delineated by Title, Section, Lettered Subsection, Number and Lowercase Roman Numeral. This form of organization shall be maintained by the Senate Student Government Committee.

### **Section 2: Enactments, Amendments and Revisions**

- A. Amendments to the ASOSU constitution shall take effect immediately after passage by the ASOSU, unless otherwise specified by that Amendment(s). Revisions to the ASOSU Statutes shall take effect immediately after the approval of the ASOSU President, unless otherwise specified by that legislation.

### **Section 3: Subordination of Statutes**

- A. These Statutes shall be subordinate to the laws and regulations of the ASOSU Constitution as well as all State and Federal law.

## **Title II: Legislative Branch**

### **Section 1: Powers and Duties**

- A. As stated in the ASOSU Constitution Article III, Section A, the Congress shall have all legislative and fiscal powers and shall have authority to maintain and establish these ASOSU Statutes. Under this authority, the Congress, as outlined in the ASOSU Constitution Article III, Section B, shall have power and duty to initiate acts and programs to these ends.

### **Section 2: House of Representatives**

- A. Organization of the House

1. Oaths shall be administered by either the Speaker of the House or Speaker Pro Tempore before the Representatives shall be granted a vote.
2. Regular meetings of the House of Representatives (excluding summer term) shall occur every Wednesday at six o'clock in the evening or at any other time approved by the Speaker of the House and two thirds of the members of the House (including representatives not present). Regularly scheduled meetings shall not take place during Finals Week or any Campus Holidays. The location of the regular meetings shall be arranged by the Speaker. The location of the regular meetings shall remain consistent the entire session of Congress unless otherwise altered by the Speaker of the House, subject to approval by a simple majority vote of the House. The frequency, time, and location for meetings during Summer Term shall be determined by majority vote of the House.
3. Terms of Office for Representatives and Speaker of the House shall begin at noon on June 1st and shall end at noon on June 1st of the following year. Officers shall begin their duties immediately after hiring or appointment and shall end their duties at the

end of the legislative session. All non-elected officers are subject to a re-hiring process following the end of the legislative session.

4. Attendance to regular meetings shall be mandatory for all Representatives and officers of the House of Representatives. Absence at more than two regular meetings per term shall result in the initiation of an Inquiry of Commitment by the Speaker of the House or Speaker Pro Tempore regarding the absent member, until four absences, after which their seat shall be declared vacant. Vote by proxy shall not count against the attendance of the Representative. Proxies shall not be permitted during Joint Sessions of the ASOSU House of Representatives and Senate, or in matters of impeachment. Committee attendance shall be determined in committee bylaws.
5. Office hours of Representatives shall be mandatory. Any Representative who fails to hold office hours for three consecutive weeks or for four weeks in a single term (excluding week ten and finals week) shall have their seat declared vacant by the Speaker of the House. Office hours will be reported to the Speaker of the House and the Records Clerk.
6. The House of Representatives shall be composed of twenty-five members chosen each year by the ASOSU. Members shall serve for one year.
  - i. Twenty members of the House of Representatives shall be members of the ASOSU which pay undergraduate fees.
  - ii. Five members of the House of Representatives shall be members of the ASOSU which pay graduate fees.

#### B. Representatives

1. Representatives shall represent the interests of the student body to the best of their abilities and shall stand ready to assist students in matters relating to the ASOSU.
2. Representatives shall be seated on a minimum of one committee and up to two Committees in the House of Representatives. Conference Committees and Independent Committees shall not count towards a Representative's two committees.
3. Representatives shall be available to meet with any member of the ASOSU during the regular school year (except during Summer session and all other seasonal breaks).
  - i. Representatives shall submit a scheduled weekly office hour time and location (not outside the ASOSU office, unless otherwise approved by the Speaker of the House, and not less than one hour per week) by the second week of each term to the Records Clerk, and within one week's notice of any change of time or location thereafter.
    - a) Any Representative who shall fail to hold office hours for two weeks of a term (excluding finals week) may be subject to an Inquiry of Commitment, in accordance with Title XIII of these statutes, and may have their compensation withheld by the review committee pending passage of the inquiry.

- b) Office hour requirements of Representatives in any given week may be substituted, at the discretion of the Representative, for an event or task approved by the Speaker of the House.
  - ii. In place of holding scheduled weekly office hours, Representatives may instead be available for office hours by appointment, only upon notifying the Records Clerk of their intention to do so prior to the exemption of that Representative from scheduled office hour requirements.
    - a) Any Representative found to have failed to respond to two or more requests for meeting appointments from members of the ASOSU may be subject to an Inquiry of Commitment, in accordance with Title XIII of these statutes, and may have their compensation withheld by the review committee pending passage of the inquiry.
    - b) Representatives residing outside the City of Corvallis for a period of one week or more, or otherwise subject to circumstances deemed sufficient by the Speaker of the House, shall be granted the option to offer appointments exclusively by telephone or other remote means for the duration of their residency outside Corvallis or, if residing in Corvallis, for a duration deemed necessary by the Speaker of the House.
    - c) Should any representative choose to hold office hours by appointment only, the representative shall provide the Speaker of the House a weekly summary of their work.
- 4. Each ASOSU Representative shall be required to attend an information session/professional development series, as organized by the ASOSU Speaker of the House and President of the Senate, prior to the start of classes Fall term, or within two weeks of being sworn in. Shall the Representative not attend the informational session, their compensation shall be withheld until satisfactory completion, and they may be subject to an Inquiry of Commitment.
- 5. Representatives shall attend one student created/sponsored event each term that they do not regularly attend. Representatives shall attend these events as official representatives of ASOSU and shall wear a nametag identifying themselves and their position within ASOSU or an ASOSU shirt. A report shall be given in the subsequent meeting of the ASOSU House of Representatives, detailing the event attended. If a Representative does not attend one event during the term, as delineated previously, that Representative will be given the equivalent of one unexcused meeting absence.
- 6. Representatives shall complete mandatory cultural competency training without exception.
  - i. It is the duty of the Speaker of the House to plan and organize cultural competency training to occur within the first three weeks of fall term at a regular scheduled meeting or a professional development training.

- ii. Training shall be in collaboration with the Office of Institutional Diversity (OID). Should the OID not be available, a cultural competency training shall be made in collaboration with the ASOSU Advisory Team.
  - iii. Training is to be given to the body in a regular required meeting session or during the informational/professional series.
  - iv. Representatives who miss the opportunity to receive the initial training during the scheduled time shall independently coordinate with the ASOSU Advisory Team to receive the required training and provide proof of completion to the Records Clerk within four weeks.
  - v. Representatives who are sworn in after the fall term training shall independently coordinate with the ASOSU Advisory Team to receive the required training and provide proof of completion to the Records Clerk within four weeks of swearing in.
  - vi. The Records Clerk is tasked with maintaining records of successful completion.
7. Each Representative shall be required to hold a minimum of 1 outreach session per term. This session shall require the Representative to present information about the ASOSU to a Student Organizational meeting or event. The Representative shall provide the members of the organization with a way to get in contact or involved with the ASOSU.
- i. The Records Clerk shall track records of each senator's outreach sessions, to help ensure separate meetings and organizations are attended by senators and representatives.
  - ii. Representatives may present in groups of no more than five.
  - iii. Representatives may participate in the planning or facilitation of an ASOSU Town Hall event, which they shall attend, once per term in place of this requirement.
8. Each Representative shall attend a minimum of 90% of House organized meetings.
- i. Meetings include all House and joint Sessions and standing committees. All other meetings are at the discretion of the Representative.
  - ii. The Representative shall arrive to each meeting prepared with a thorough understanding of the agenda and any subsequent bills or resolutions for the meeting.
  - iii. While in session, Each Representative shall not be working on homework or other work which does not pertain to their work in ASOSU.
9. Failure to comply with any of these policies will be considered an offense which may initiate an Inquiry of Commitment up to the discretion of the Speaker of the House.



- i. Shall any member commit two offenses within a single academic term, they may be subject to an Inquiry of Commitment.
  - ii. Should any member of House have an Inquiry of Commitment initiated, their compensation may be suspended by the review committee pending passage of the inquiry.
  - iii. Compensation may be resumed should the Inquiry of Commitment be resolved.
  - iv. Procedures for excused absences or leave of representatives shall be established by the Speaker of the House prior to the beginning of fall term.
10. In order for an ASOSU Representative to receive compensation they shall demonstrate a completion of the required training modules as well as attendance to the informational/professional development series, as organized by the ASOSU Speaker of the House and Vice President, prior to the start of classes Fall term, or within the two weeks of being sworn in.
11. Any Representative may opt out of compensation at any time for any reason. Should the representative opt out of compensation, their responsibilities shall be reduced to the following.
- i. The representative shall not be required to be on a committee.
  - ii. Representatives opting out of pay shall follow the same office hour requirements as other representatives.
  - iii. The Representative shall attend a minimum of two thirds of House Sessions.

### C. The Speaker of the House

1. The Speaker of the House shall preside over all regular and special meetings, coordinate activities and orientations, and oversee all operations of the House of Representatives. The Speaker shall appoint the Records Clerk and other officers, excluding the Speaker Pro Tempore. The Speaker shall appoint chairpersons to all House Standing Committees.
2. The ASOSU Speaker of the House shall create and facilitate an information session/professional development series prior to the start of classes each Fall Term. It shall be the responsibility of the ASOSU Speaker of the House to ensure that each appointed ASOSU Representative attends an information session/professional development series within two weeks of being sworn into the ASOSU House of Representatives.
3. It shall be the responsibility of the Speaker of the House to ensure that all legislation that passes the ASOSU Congress and receives the approval of the ASOSU President, be delivered to the recipients stated in the bill and/or resolution.
4. The Speaker of the House shall facilitate conversations with administrators at Oregon State University to pursue and advocate for changes requested by the ASOSU Congress.

#### D. Officers

1. Speaker Pro Tempore shall be any Representative in the House which, upon majority vote of his/her peers, shall assist the Speaker in all their duties and shall act as Chair of regular and special meetings upon the absence of the Speaker.
2. Other officers shall be created under the procedures in Robert's rules of Order.
3. The Speaker Pro Tempore shall be required to determine and report the status of event attendance of Representatives during the House of Representatives meeting in week 9 of the term, and assign an absence during the House of Representatives meeting in week 10 of the term if a Representative has not attended an event by that point in time.
4. The Speaker Pro Tempore shall preside over the House when articles of impeachment against the Speaker of the House are deliberated.

### **Section 3: Senate**

#### A. Organization of the Senate

1. Oaths shall be administered by either the President of the Senate or President Pro Tempore before the Senators shall be granted a vote.
2. Regular meetings of the Senate (excluding summer term) shall occur every Tuesday at six o'clock in the evening or at any other time approved by the President of the Senate and two thirds of the members of the Senate (including senators not present). Regularly scheduled meetings shall not take place during Finals Week or any Campus Holidays. The Location of the regular meetings shall be arranged by the President of the Senate. The location of the regular meetings shall remain consistent the entire session of Congress unless otherwise altered by the President of the Senate, subject to approval by a simple majority vote of the Senate. Regular meeting during Summer Term shall be determined by majority vote of the Senate.
3. Terms of Office for Senators shall begin at noon on June 1st and shall end at noon on June the 1st two years later. Officers shall begin their duties immediately after hiring or appointment and shall end their duties at the end of the legislative session. All non-elected officers are subject to a re-hiring process following the end of the legislative session.
4. Attendance to regular meetings shall be mandatory for all Senators and officers of the Senate. Absence more than two regular meetings per term shall result in the initiation of an inquiry of commitment by the President of the Senate or President Pro-Tempore regarding the absent member, until four absences, after which their seat shall be declared vacant. Vote by proxy shall not count against the attendance of the Senator. Proxies shall not be permitted during Joint Sessions of the ASOSU House of Representatives and Senate, or in matters of impeachment. Committee attendance shall be determined in committee bylaws

#### B. Senators

1. Senators shall represent the interests of the student body to the best of their abilities and shall stand ready to assist students in matters relating to the ASOSU.
2. Senators shall be seated on a minimum of one but up to two Committees in the Senate. Conference Committees, Independent Committees, Special Committees, and the Special Rules Committee shall be exempt from this maximum.
3. Senators shall be available to meet with any member of the ASOSU during the regular school year (except during Summer session and all other seasonal breaks).
  - i. Senators shall submit a scheduled weekly office hour time and location (not outside the ASOSU office, unless otherwise approved by the President of the Senate, and not less than one hour per week) by the second week of each term to the Records Clerk, and within one week's notice of any change of time or location thereafter.
    - a) Any Senator who shall fail to hold office hours for two weeks of a term (excluding finals week) may be subject to an Inquiry of Commitment, in accordance with Title XIII of these statutes, and may have their compensation withheld by the review committee pending passage of the inquiry.
    - b) Office hour requirements of Senators in any given week may be, at the discretion of the Senator, substituted for an event or task approved by the President of the Senate.
  - ii. In place of holding scheduled weekly office hours, Senators may instead be available for office hours by appointment, only upon notifying the Records Clerk of their intention to do so prior to the exemption of that Senator from scheduled office hour requirements.
    - a) Any Senator found to have failed to respond to two or more requests for meeting appointments from members of the ASOSU may be subject to an Inquiry of Commitment, in accordance with Title XIII of these statutes, and may have their compensation withheld by the review committee pending passage of the inquiry.
    - b) Senators residing outside the City of Corvallis for a period of one week or more, or otherwise subject to circumstances deemed sufficient by the President of the Senate, shall be granted the option to offer appointments exclusively by telephone or other remote means for the duration of their residency outside Corvallis or, if residing in Corvallis, for a duration deemed necessary by the President of the Senate.
    - c) Should any Senator choose to hold office hours by appointment only, the Senator shall provide the Vice President a weekly summary of their work.
4. Each ASOSU Senator shall be required to attend an information session/professional development series, as organized by the ASOSU Speaker of the House and President of the Senate, prior to the start of classes Fall term, or within two weeks of being sworn in. Shall the Senator not attend the informational session, their compensation

shall be withheld until satisfactory completion, and they may be subject to an Inquiry of Commitment.

5. Senators shall attend one new student created/sponsored event each term that they do not regularly attend. Senators shall attend these events as official representatives of ASOSU and shall wear a nametag identifying themselves and their position within ASOSU. A report shall be given in the subsequent meeting of the ASOSU Senate, detailing the event attended. If a Senator does not attend one event during the term, as delineated previously, that Senator will be given the equivalent of one unexcused meeting absence.
6. Senators shall complete mandatory cultural competency training without exception.
  - i. It is the duty of the President of the Senate to plan and organize cultural competency training to occur within the first three weeks of fall term at a regular scheduled meeting or a professional development training.
  - ii. Training shall be in collaboration with the Office of Institutional Diversity (OID). Should the OID not be available, a cultural competency training shall be made in collaboration with the ASOSU Advisory Team.
  - iii. Training is to be given to the body in a regular required meeting session or during the informational/professional series.
  - iv. Senators who miss the opportunity to receive the initial training during the provided scheduled time shall independently coordinate with the ASOSU Advisory Team to receive the required training and provide proof of completion to the Records Clerk within four weeks.
  - v. Senators who are sworn in after the fall term training shall independently coordinate with the ASOSU Advisory team to receive the required training and provide proof of completion to the Records Clerk within four weeks of swearing in.
  - vi. The Records Clerk is tasked with maintaining records of successful completion.
7. Each Senator shall be required to hold a minimum of 1 outreach session per term. This session shall require the Senator to present information about the ASOSU at a Student Organizational meeting or event. The Senator shall provide the members of the organization with a way to get in contact or involved with the ASOSU.
  - i. The Records Clerk shall track records of each senator's outreach sessions, to help ensure separate meetings and organizations are attended by senators and representatives.
  - ii. Senators may present in groups of no more than five.
  - iii. Senators may participate in the planning or facilitation of an ASOSU Town Hall event, which they shall attend, once per term in place of this requirement.

8. Each Senator shall attend a minimum of 90% of Senate organized meetings.
  - i. Meetings include all Senate Sessions and standing committees. All other meetings are at the discretion of the Senator.
  - ii. The Senator shall arrive to each meeting prepared with a thorough understanding of the agenda and any subsequent bills or resolutions for the meeting.
  - iii. While in session, Senators shall not be working on homework or any other work which does not pertain to ASOSU
9. Failure to comply with any of these policies will be considered an offense which may initiate an Inquiry of Commitment up to discretion of the Vice President.
  - i. Shall any member commit two offenses within a single academic term, they will immediately be subject to an Inquiry of Commitment.
  - ii. A Senator may receive an Inquiry of Commitment should they commit a single offense; however, this is up to the discretion of the Vice President.
  - iii. Should any member of the Senate have an Inquiry of Commitment initiated, their compensation may be suspended by the review committee pending passage of the inquiry.
  - iv. Compensation may be resumed should the Inquiry of Commitment be resolved.
  - v. Procedures for excused absences or leave of senators shall be established by the President of the Senate prior to the beginning of fall term.
10. In order for an ASOSU Senator to receive compensation they shall demonstrate a completion of the required training modules as well as attendance to the informational/professional development series, as organized by the ASOSU Speaker of the House and Vice President, prior to the start of classes Fall term or within the two weeks of being sworn in.
11. Any Senator may opt out of compensation at any time for any reason. Should the Senator opt out of compensation, their responsibilities shall be reduced to the following.
  - i. The Senator shall not be required to be on a committee.
  - ii. Senators opting out of pay shall follow the same office hour requirements as other senators.
  - iii. The Senator shall attend a minimum of two thirds of Senate Sessions.

C. The President of the Senate

1. This lettered subsection shall refer to the legislative powers and duties of the ASOSU Vice-President. Executive powers and duties are outlined in Title III.

2. The President of the Senate shall preside over all regular and special meetings, coordinate activities and orientations, and oversee all operations of the Senate. The President of the Senate shall appoint Chairpersons to all Senate Standing Committees.
3. The duties of the ASOSU President of the Senate shall be extended as to create and facilitate an information session/professional development series prior to the start of classes each Fall Term. It shall be the responsibility of the President of the Senate to ensure that each appointed ASOSU Senator attends an information session/professional development series within two weeks of being sworn into the ASOSU Senate.

#### D. Officers

1. President Pro Tempore shall be any Senator which, upon majority vote of Senators, shall assist the President of the Senate in all their duties and shall act as Chair of regular and special meetings upon the absence of the President.
2. The President Pro Tempore shall be required to hold up to ten office hours per week excluding finals week
3. Other officers shall be created under the procedures in the Standing Rules of the Senate, and where not otherwise addressed by the Standing Rules of the Senate, Robert's Rules of Order.
4. The President Pro Tempore shall be required to determine and report the status of event attendance of Senators during the Senate meeting in week 9 of the term, and assign an absence during the Senate meeting in week 10 of the term if a Senator has not attended an event by that point in time.

### **Section 4: Records Officers**

#### A. Records Clerk

1. The Records Clerk shall be appointed by a committee comprising the Speaker of the House, President, Vice President, SFC Chair, and JC Chair, subject to the confirmation of each year's Senate.
  - i. The Records Clerk shall report to the presiding officers of the Congress, Student Fees Committee, and Judicial Council on matters pertaining to each respectively, and to the President, or other designee of the President, on all other matters, as an independent employee of the executive branch serving under the President, or other designee of the President, at the pleasure of a majority of the above committee.
    - a) This provision shall not permit presiding officers or an officer of the executive branch to order work from the Records Clerk not provided by statute, except as volunteered
2. The Records Clerk shall advise the Senate, House of Representatives, Student Fee Committee, and Judicial Council, upon request or inquiry by the membership thereof,

- on questions of parliamentary procedure and may provide assistance in the writing of legislation.
3. The Records Clerk shall maintain files and archive documents when necessary for ASOSU business including, but not limited to, the following:
    - i. Minutes and agendas approved by the ASOSU Senate and House of Representatives and, if provided and available, by the Student Fee Committee and Judicial Council;
      - a) The Records Clerk shall record minutes at the public meetings of these bodies subject to the revision and approval thereof;
      - b) The Clerk shall make a good-faith effort to attend all regularly scheduled meetings of these bodies, and except in the event of emergency, shall provide advance notice of absence due to infrequent conflicts of schedule or available hours.
    - ii. Legislation (resolutions or bills) formally introduced by members of the ASOSU Congress, and any other materials pertinent to the institutional memory of the Congress in the judgement of a house's primary presiding officer or a majority of its membership;
    - iii. Unsealed writs before the ASOSU Judicial Council, the decisions thereupon rendered, and any other materials pertinent to the institutional memory of the Judicial Council in the judgement of its chair or a majority of its membership;
    - iv. Upon request, records of the additional proceedings of any branch of the ASOSU, subject to the available time and best discretion of the Records Clerk;
      - a) These proceedings may include, but are not limited to, committee meetings or forums for which a record of minutes is requested.
  4. Upon passage of any legislation, the Records Clerk shall gather the signatures of the Speaker of the House and President of the Senate and deliver the legislation to the ASOSU President to sign or veto. Upon being signed into effect or vetoed, all legislation shall be returned to the Records Clerk for archiving.

## **Section 5: Congressional Committees**

### **A. Joint Standing Committees**

1. Joint Standing Committees shall comprise chairpersons and members appointed by the Speaker of the House and President of the Senate from their respective houses.
2. Legislation produced by any Joint Committee shall be introduced into the Senate or the House in accordance with all applicable origination clauses of the ASOSU Constitution.
3. All committee members, including chairpersons, shall have the ability to vote in committee proceedings.

4. Chairpersons for the following Joint Standing Committees shall be from the House, and the vice chairpersons shall be from the Senate:
  - i. Projects Committee
  - ii. Budgets Committee
5. Chairpersons for the following Joint Standing Committees shall be from the Senate, and the vice chairpersons shall be from the House:
  - i. Student Outreach
  - ii. Student Government
6. The chairperson for the Ethics Committee shall be elected from the membership of the Committee.
7. Projects Committee
  - i. The Projects Committee shall be responsible for the execution of projects which benefit the student body on behalf of the Congress. The goals and outcomes of these projects may not be to alter the internal structure or processes of the ASOSU Student Government, outside of what is necessary for the implementation of a student facing service or installation.
  - ii. The Committee shall identify a project to be pursued at the beginning of each academic term in which the Congress is in session. These projects should aim to resolve an identified issue within the OSU community, improve accessibility to existing resources, or otherwise benefit students and be visible to the general student body.
  - iii. The Committee may decide to continue with a project from a previous term in lieu of selecting a new topic for the term, as long as at least two (2) projects are completed over the course of a single session of Congress.
    - a) At least one (1) of these projects must be focused on producing a physical change on campus (installation, service, etc.).
    - b) Should the project to create a physical change on campus not be completed in a single session of Congress, it may still count toward the required two (2) projects if the Speaker of the House and President of the Senate deem the Committee has made substantial progress in its development.
  - iv. The Committee shall approve bylaws at the start of each session of Congress which identify the structure and organization of the Committee, as well as a plan to identify and execute projects over the course of the academic year. These bylaws shall be approved by a simple majority vote of the Committee membership no later than the fifth week of the first academic term in which the House is in session.



- v. To conduct business, no fewer than two members from the Senate, and three members from the House, shall serve on the Projects Committee, except in the following cases:
    - a) In the event of vacancies arising on a previously full committee, which shall be filled prior to the next academic term, or;
    - b) If at least half of the seats within the respective house are vacant.
8. Student Outreach Committee
- i. By appointment of the committee chair, the Student Outreach Committee shall comprise the following liaisons among its membership:
    - a) For a committee comprising four or more members:
      - (1) ASOSU Outreach Liaison for Campus Cultural Resources
        - (i) This member shall provide a point of contact with respect to action specifically relating to the ASOSU Congress which pertains to the support of cultural resources on campus, including the Cultural Resource Centers. The liaison shall communicate with the ASOSU Director of Diversity Initiatives, or equivalent position, to identify how the committee may support their work.
      - (2) ASOSU Outreach Liaison for Fraternity and Sorority Life
        - (i) This member shall provide a point of contact for members and representatives of fraternities, sororities, their councils, and affiliated organizations at Oregon State University.
      - (3) ASOSU Outreach Liaison for Student Athletes
        - (i) This member shall provide a point of contact for student athletes to address concerns to the ASOSU Congress, as well as to provide outreach on campaigns or issues the ASOSU may collaborate with student athletes in addressing.
      - (4) ASOSU Unions and Student Advocacy Liaison
        - (i) This member shall seek to establish connections with student advocates on campus, beyond the ASOSU Student Government. Additionally, this outreach shall include unions on campus, on matters relating to how the ASOSU may support student workers with regards to employment and representation.
    - b) To conduct business, no fewer than two members from the Senate, and three members from the House, shall serve on Student Outreach Committee, except in the following cases:

- (1) In the event of vacancies arising on a previously full committee, which shall be filled prior to the next academic term, or;
- (2) If at least half of the seats within the respective house are vacant.
- c) Should the Committee comprise fewer than four members, the aforementioned outreach areas may be delegated together as deemed appropriate in the judgement of the Committee.
- d) Additional liaisons may be established according to the procedures established by the Committee.
- e) Outreach Liaisons' contact information shall be prominently listed on the ASOSU website.
- f) Outreach Liaisons shall respectfully introduce themselves to community partners as representatives of the ASOSU Congress and, within the limits of their available hours and reciprocal interest, facilitate ongoing conversations with these partners.
- g) Where an interest in the Executive Branch exists for the aforementioned outreach areas, liaisons shall limit their duties to matters involving the Legislative Branch, but may coordinate further with executive staff to the extent the latter may find it useful.

## 9. Ethics Committee

- i. The ASOSU Ethics Committee shall reside within the Congress as an advisory group of liaisons on behalf of the various branches of the ASOSU Student Government, to provide proactive guidance and respond on issues of ethics, oversight, and appropriate conduct of elected, appointed, and hired members of the student government.
  - a) As an advisory and investigatory group without devolved constitutional powers from any branch of government, the activities of this Committee shall not be construed in a manner in violation of Articles III(G)6, IV(H), or V(A)3, of the ASOSU Constitution. No recommendation of the Committee shall compel action, or extend protection from the actions thereof, of any branch of the ASOSU.
  - b) The ASOSU Ethics Committee shall comprise the following members:
    - (1) One member of the Executive Branch, other than the President or Vice President, and within the President's staff, appointed by the President.
    - (2) One member of the Student Fee Committee, other than the Chair, appointed by the Student Fee Committee chair.
    - (3) The Judicial Council Chair, or a designee thereof from among the membership of the Judicial Council.

- (4) One ASOSU Senator, appointed by the Vice President.
    - (5) One ASOSU Representative, appointed by the Speaker of the House.
  - c) The Chair shall be a senator or representative from among, and selected by, the membership of the Committee.
    - (1) Should both of these seats on the Committee be vacant, another member may serve temporarily as the chair at the discretion of the Committee, with preference for the Judicial Council Chair.
  - d) No vacancy on the Committee shall be filled by the above means whenever the specific, individual conduct of the person whose office appoints the position, is a matter before active consideration of the Committee.
    - (1) In this event, the Committee may appoint a candidate who would be eligible for appointment under the above processes as a temporary occupant of that position on the committee until the conflicting matter concludes.
    - (2) Any members of the Committee for whom the conduct of themselves is a matter before the committee, shall not vote on this matter, nor participate as a regular member of the committee until the matter concludes.
- ii. The Committee shall draft and periodically review an ASOSU Code of Conduct for Officers, Employees and Elected Officials.
  - a) This drafted Code of Conduct and subsequent changes shall be submitted to the Congress for consideration of these recommendations. The ASOSU Congress shall periodically establish conduct requirements by statute.
  - b) The existence of a Code of Conduct produced by the Committee shall not take precedence over standards established by university policy or applicable law.
- iii. In the event of a serious breach of the duties of an office, or of the trust of the student body or university community, in the determination of the Committee.
  - a) The Committee may review matters relevant to the presentation of formal disciplinary proceedings against elected, appointed, and hired members of the student government.
  - b) The committee shall provide its findings in such a case to the Congress, and to the Judicial Council in cases pertaining to the Council, and to the President and Vice President in cases pertaining to that branch.
  - c) Committee proceedings in these matters shall be solely advisory.

- d) Disciplinary proceedings may range from informal corrective guidance to removal from office by impeachment trial, expulsion, or termination, as applicable. These proceedings are at the discretion of the parties charged with executing them under the ASOSU Constitution.

#### 10. Student Government Committee

- i. The Student Government Committee shall consult with the ASOSU Records Clerk, where possible, to ensure the continuity and recording of standing changes to the governing documents of the ASOSU, and the availability and knowledge thereof within the Congress.
- ii. The Student Government Committee shall review all bills dealing directly with ASOSU structure, policies, and Senate-originating business.
- iii. The Student Government Committee shall review and make necessary revisions to the Constitution and Statutes on a yearly basis. When necessary, the Committee shall present revisions to the Constitution and Statutes to the ASOSU Congress, beginning in the Senate, for formal approval.
- iv. Membership
  - a) The Student Government Committee shall comprise at least three senators, but not more than five, who may be appointed by the President of the Senate.
  - b) The number of representatives on the Student Government Committee may equal up to one fewer members than the current number of senators sitting on the Committee, and may be appointed by the Speaker of the House.
  - c) In the event that a seat on the Committee belonging to one or more senators is vacated so that membership on the Committee from both houses of Congress is equal, or contains majority membership from the House of Representatives, then reasonable efforts shall be made to fill those vacancies as soon as possible. Should the vacated seats not be filled by the end of the current academic term, Committee membership shall be reevaluated at the beginning of the next term by the Speaker of the House and the President of the Senate.

#### 11. Budgets Committee

- i. The Budgets Committee shall serve as the primary committee for matters of spending or revenue which may arise in the interest of the membership, in the forms below listed:
  - a) ASOSU Unit Budget and Student Government Spending:
    - (1) Reviewing budgeting requests and allocations of unused or projected unused funds which may arise prior to approval of such measures by the Congress through regular procedures;

- (2) Maintaining relations with the ASOSU Student Advisory Board in reviewing the development of the ASOSU's annual budget;
  - (3) Maintaining relations with President, Vice President, or designated executive staff, where necessary in the judgement of the Committee, to remain aware of spending by the Executive Branch of the ASOSU and implementation of programming.
- b) Student Fee-related Budgets:
  - (1) Ensuring each unit budget proposed by the Student Fee Committee is accurately provided to the Congress, in the form of legislation co-sponsored by the Committee;
  - (2) Communicating with the Student Fee Committee, including its Chair and membership, on issues of common interest which may arise;
  - (3) Reviewing Student Fee Committee documents and records of proceedings to provide a more informed overview of these processes to the broader Congress;
  - (4) Authoring summaries on the budget priorities of the Congress prior to Student Fee Committee deliberations.
- c) Auxiliary Budgetary Review:
  - (1) Reviewing spending across student fee units, or use of university resources, as may inform future priorities or decisions of the Congress or Student Fee Committee.
- ii. According to the availability of the committee, and coordinated by the committee chair, a member of the Budgets Committee shall periodically attend the student advisory boards of student fee funded units and the Student Fee Committee.
- iii. Membership
  - a) The Budgets Committee shall comprise at least four representatives, but not more than eight, who may be appointed by the Speaker of the House.
  - b) The number of senators on the Budgets Committee may equal up to one fewer members than the current number of representatives sitting on the Committee, and may be appointed by the President of the Senate.
  - c) In the event that a seat on the Committee belonging to one or more representatives is vacated so that membership on the Committee from both houses of Congress is equal, or contains majority membership from the Senate, then reasonable efforts shall be made to fill those vacancies as soon as possible. Should the vacated seats not be filled by the end of the current academic term, Committee membership shall be reevaluated at the

beginning of the next term by the Speaker of the House and the President of the Senate.

**B. Creation of Joint Committees**

1. Joint Committees shall be Non-standing committees created by Congress for specific issues not under the authority of the Standing Committees and not committed to other Congressional committees.
2. Creation of Joint Committees shall require a two-thirds majority vote of both houses of Congress.

**C. Bylaws of Joint Committees shall require a two-thirds majority vote of both houses of Congress and shall take effect immediately upon passage.**

**D. Conference Committees shall be committees to mediate differences in two versions of legislation from the houses of Congress. A Conference Committee shall be automatically called following passage of legislation through both houses of Congress. The Conference Committee shall be chaired by the President of the Senate and the Speaker of the House. Following mediation and passage in a Conference Committee, the legislation shall be sent to the houses of Congress for final approval.**

**E. Limitations of Conference Committees**

1. Conference Committees shall consist of no more than six members of either house of Congress, excluding officers.
2. Conference Committees shall expire upon final passage of the legislation for which the Committee was created.
3. Conference Committees must reach a final decision within fourteen days of initial passage of the legislation through both Houses of Congress. Failure to reach a decision within fourteen days will result in failure of both versions of the legislation.

**F. Joint Sessions of Congress**

1. Joint Sessions shall be defined as those instances in which both houses of Congress meet in whole to hear presentations on Student Incidental Fees, or the ASOSU President's State of the Students address.
2. The Speaker of the House shall serve as Chair of Joint Sessions of Congress and the President of the Senate shall act as Vice-Chair. Only the President, Vice-President or Speaker of the House shall call a Joint Session.

**Section 6: Special and Select Committees**

**A. Special and Select Committees**

1. Special Committees shall be those committees that are created to investigate a specific topic or issue on an ongoing basis.

- i. Special Committees shall be authorized for the current term of office or a specified timeframe within it, after which they will expire, unless reauthorized by a simple majority vote in the House(s) they were introduced in.
  - ii. Special Committees that are authorized through the end of a term of office shall be automatically put to a vote on reauthorization during the first meeting(s) of the new term of office.
  - iii. Special Committees shall have no binding authority within the Legislative Branch, and as such may be open to any member of the ASOSU.
  - iv. Agenda items for “Special Committee Reports” shall be added for all Special Committees that a House of Congress has authorized.
  - v. The presiding officer of each House of Congress shall monitor the progress of Special Committees.
- 2. Select Committees shall be those committees that are created to pursue a specific goal.
  - i. Select Committees shall be authorized until the goal or goals specified in the bills that enact them are completed, at which point they will expire.
  - ii. All Select Committees that have not expired by the end of a term of office shall be automatically put to a vote on reauthorization during the first meeting(s) of the new term of office.
  - iii. Select Committees shall have no binding authority within the Legislative Branch, and as such may be open to any member of the ASOSU.
  - iv. Agenda items for “Select Committee Reports” shall be added for all Special Committees that a House of Congress has authorized.
  - v. The presiding officer of each House of Congress shall monitor the progress of Select Committees.
- B. Either or both Houses of Congress may authorize the creation of a special or select committee with a simple majority vote.
- C. If authorized with a House or Senate bill, the special/select committee shall be titled “House (or Senate) Special/Select Committee on X”; if authorized by a joint bill or a bill passed by both Houses, the special/select committee shall be titled “Congressional Special/Select Committee on X”.
- D. The bills that authorize special and select committees shall specify the intended structure, membership, and functions of each committee, and shall serve as a committee’s bylaws until it expires, or the bill is amended. Membership in and cooperation with special and select committees shall be strictly voluntary.
- E. Bills to establish special and select committees shall not alter the statutes but shall be kept with congressional records and referenced as needed.

- F. Participation on special and select committees shall not count towards the limit of joint and standing committees that a Representative or Senator may serve on.
- G. Use of ASOSU resources by special and select committees shall be at the discretion of the authorities specified in these statutes, unless mandated by a binding Act of Congress (see Article III, Section I of the ASOSU Constitution).

### **Section 7: Sessions of Congress**

- A. Sessions of Congress shall begin June 1st at noon and end June 1st at noon of the following year.

### **Section 8: House and Senate Standing Rules**

- A. Robert's Rules of Order shall be the parliamentary authority in all cases not specifically addressed in the ASOSU Constitution, Statutes, and/or the Standing Rules of the houses of Congress.
- B. Enactment of Rules
  - 1. Standing Rules of both houses of Congress shall be enacted by majority vote within their respective houses by the fourth meeting of Summer Term, or by a two-thirds majority vote at any time thereafter. Until the Standing Rules are approved by their respective house of Congress, the Standing Rules of the previous session shall be enforced.
  - 2. Special Rules Committees shall be automatically created in both houses at the beginning of Summer Term to review and revise Standing Rules of their respective houses.
- C. Amendments and waivers of Standing Rules following the passage of the session's Standing Rules shall require a two-thirds majority vote of that house of Congress.
- D. The presiding officer of the respective houses shall disburse the standing rules of their house within one week following the passage of the Standing Rules.

### **Section 9: Records and Archives**

- A. Designations and Forms
  - 1. The Records of the Congress shall be stored in the Congressional Archives.
  - 2. The Congressional Archives shall be organized by specific House of Congress and Session of Congress and subcategorized by date of meeting.
- B. Record Distribution
  - 1. The Records Clerk shall distribute copies of archival documents upon request of any Student of Oregon State University.
  - 2. No original documents from the Congressional Archives shall be distributed.



## **Section 10: Confirmation Procedures**

- A. Senate will confirm hiring position descriptions prior to the start of the hiring process for the Executive Branch.
1. Initial notifications of a confirmation applicant must be sent to the Senate within three days of the applicant accepting an offer of employment or appointment to the Executive or Judicial Branches.
  2. Confirmation Hearings shall begin within Seven days of the Initial Notification of the Senate. The nominee is required to submit information on their experience and background no less than Seven days before the Confirmation Hearing. The nominee is required to attend their Confirmation Hearing.
  3. Confirmation Voting shall require a quorum of Senators present and shall be by majority vote. No nominee for Executive appointment shall officially begin their position until being confirmed by the Senate. A failure of the vote to confirm shall result in the appointment being offered to another candidate from the hiring process or reopening of the hiring process, if deemed necessary by the President.

## **Section 11: Legislation**

### **A. Designations and Forms**

1. Legislation shall be designated by:
    - i. The House in which legislation was originally heard, designated by either “S” for Senate or “H” for the House of Representatives. This letter shall be followed by the designation of “B” for a Bill or “R” for a resolution. Bills are defined as all binding acts of Congress. Resolutions are defined as all non-binding acts of Congress which express the opinion of the Students and/or the Student Government.
    - ii. The lettered designation stated in Title I, Sec.10.A.1 of this document shall be followed by a dash and a number which indicates the specific Session of Congress. The Numerical designation shall begin at 69, for the 69th Congress which shall begin its session at the time in which these Statutes shall initially take effect.
    - iii. The above legislative designations shall be followed by a period and a number corresponding to the number of the specific legislation. The first bill of the ASOSU Senate in the 69th Congress shall be designated as: SB69.1.
    - iv. Legislation from both houses of Congress shall include a Reference Title in quotations under the official title and archival designation. Any submitted legislation not containing a Reference Title shall default to the name(s) of the chief sponsor(s), followed by the month and year that the legislation in question was first presented to Congress.
- B. Representatives and Senators shall be accorded one vote. No elected or appointed official of the ASOSU shall act as a proxy voter for any other elected official accorded a vote.

- C. Legislation shall be delivered to the Joint Committee of Congressional Correspondence within three days of passage of the legislation. Delivery of legislation to the other house of Congress shall occur within three days of the committee receiving legislation. This process can be foregone by a majority vote of the legislation's originating house of Congress.
- D. Legislation shall be distributed to the members of a House of Congress no later than one day prior to initial presentation of the Legislation in that respective house.
- E. All legislation, resolutions, and articles of impeachment are subject to two readings.
- F. The first reading is considered to be the initial presentation of the Legislation. Questions and discussion may follow the first reading, however voting to pass or fail legislation may not occur until after the second reading. The second reading shall occur the following regular meeting of the respective House of Congress.
- G. A second reading can be forgone in the event of a unanimous decision by all members present.

## **Section 12: Allowances and Compensations**

### **A. Compensation of Congressional Officers**

- 1. No compensation or allowances for other officers shall be allowed unless by a two-thirds majority vote of congress.

### **B. Limitations and Restrictions of Allowances and Compensation**

- 1. No legislation varying the compensation for services of Senators and Representatives shall take effect until the following school year.
- 2. Compensation and allowances shall end upon resignation, termination, or declaration of seat vacancy for Senators, Representatives and Officers of Congress.
- 3. Allowances and Compensation shall only take the form of monetary award.
- 4. Additional Limitations on Compensation and Allowances for Senators and Representatives shall be outlined as in Title 2 Section 2 and 3 of the ASOSU Statutes.

## **Section 13: Campus Organization Representatives**

- A. All student organizations which are registered with Student Involvement shall be allowed one delegate to represent that organization in Congress. The delegate of a student organization shall represent their constituent organization in both houses of Congress. Faculty Senate shall have one delegate seat available in each house of Congress to be filled at their discretion. The faculty delegate in each body shall have all the rights of a student delegate.
- B. Delegates shall not vote in either house of Congress but shall be allowed to report on activities and event of their constituent organization following reports from Standing, Joint, Conference and Special Committees.
- C. Delegates shall serve as non-voting members of Congressional Committees and shall be allowed to speak on all matters before the Houses of Congress.

## **Section 14: Student Town Hall Meetings**

- A. Congress shall hold at least one (1) town hall meeting per term each academic year, excluding the summer term. These town hall meeting(s) is/are to take place prior to Week 10 each term. The date(s) of the town hall meeting(s) must be decided in the term prior to the event(s).
  - 1. Should no alternative date be selected in the term prior to the event then the town hall shall occur during Week 5.
- B. All town hall meetings shall be open to the OSU Community.
- C. Following each town hall event, a survey shall be made available to all participating or attending students and faculty. The survey shall be used to:
  - 1. Gauge the relevance and benefit of the event to the student body;
  - 2. Connect town hall participants with additional resources;
  - 3. To inform the planning process of future town hall events or other outreach initiatives;
- D. The purpose of the town hall meetings shall be to inform the student body of relevant and pressing issues and to gather student input on potential or existing legislation and other ASOSU initiatives.
- E. All town hall meetings must be advertised one week prior to the event.
- F. The host and all those assisting with the facilitation of the event shall facilitate the town hall in an unbiased manner.
- G. The town hall meetings shall be organized by the Student Outreach Committee.

## **Title III: Executive Branch**

### **Section 1: Powers and Duties**

- A. As Stated in the ASOSU Constitution Article IV,A., the Executive Branch shall have all executive powers. Under this authority, the Executive Branch, as outlines in the ASOSU Constitution Article IV,A., Shall have power and duty to initiate acts and programs to these ends.

### **Section 2: Organization of the Executive Branch**

- A. Oaths shall be administered by the Judicial Council Chair before the President and Vice-President shall be granted the powers and duties of their respective offices.
- B. Terms of Office for President and Vice-President shall begin at noon on June 1st and shall end at noon on June the 1st of the following year. Officers shall begin their duties immediately after confirmation by the Senate and shall end their duties on June 1st at noon. All non-elected officers are subject to a re-hiring process.

- C. Attendance and performance of Cabinet and Subcabinet shall be monitored and evaluated by the President. The President shall comply with all hiring and firing procedures outlined in the ASOSU Constitution, Statutes, and policies of Oregon State University.
- D. All Officers, Employees and Elected Officials of the Executive Branch are subject to Summons by the Judicial and Legislative Branches of ASOSU for the purpose of providing testimony, inquiry and review. All Officers, Employees and Elected Officials shall comply with any Summons submitted to them by the Legislative and/or Judicial Branches.
- E. Creation of additional Cabinet Officers or Subcabinet Officers, or other Support Staff for the Executive Branch may be accomplished by Executive Order from the President. The President may also remove or modify Executive Branch Positions by Executive Order as long as the modifications do not impair the function or disregard the mission of the Executive Branch, and only when the position is vacant.
  - 1. Any Executive positions within the Cabinet or Subcabinet are subject to Senate Confirmation.
  - 2. The President shall not create more positions or assign more staff hours than the ASOSU budget allows.

F. Definitions

- 1. Cabinet are upper-management positions which are subject to confirmation by the Senate.
- 2. Subcabinet officers are subject-specific service and advocacy officers which are subject to confirmation by the Senate.
- 3. Executive Staff are employees of the Executive Branch which are not subject to confirmation by the Senate.

### **Section 3: The President**

A. Powers and Duties

- 1. The President shall conduct the administrative business and correspondence of the Executive Branch.
- 2. The President shall represent the ASOSU on the following Independent Committees:
  - i. Athletics Intermediary Committee
  - ii. Student Fees Committee
  - iii. OSU Campus Planning Committee
  - iv. OSU Faculty Senate
  - v. Memorial Union Advisory Board
  - vi. Oregon Student Association Board of Directors
  - vii. OSU Beaverstore, Inc. Board of Directors

viii. OSU President's Cabinet

3. The President shall ensure that the ASOSU has representation before the Congress of the United States, the Oregon Legislature, the State Board of Higher Education, and in University decision processes.
  4. The President shall represent ASOSU at official and social functions.
- B. The President is authorized to delegate any and all powers he/she deems necessary within the Executive Branch excluding those powers specifically vested by the Constitution in the President or the powers vested by these Statutes to specific officers and elected officials.

**Section 4: The Vice-President**

A. Powers and Duties

1. The Vice-President shall Serve as President of the Senate as outlined in Title I.
2. The Vice-President shall assist, as directed, with the committee work of the President.
3. The Vice-President shall serve as the ASOSU Elections Committee Chair, except in the event that they are seeking office the following year in which case the committee will select its own chair.
4. The Vice-President shall represent the Associated Students on:
  - i. OSU Provost's Council
  - ii. Recreational Sports Committee
5. The Vice-President shall Succeed to the office of the ASOSU President should a vacancy occur.
6. The Vice-President shall coordinate the ASOSU Alumni Breakfast at Homecoming.

**Section 5: Executive Officers**

- A. The President may establish workgroups within executive staff, and establish roles tasked with the oversight or leadership of these workgroups, as deemed necessary at the discretion of the President.
- B. The President shall establish position descriptions to guide staff employed under the executive branch subject to Senate confirmation and shall include each of the following duties (under the lettered categories below) within the description for at least one such member of staff.
1. These enumerated duties shall not be interpreted to establish restrictions upon the administration of the executive branch, but instead provide a baseline from which to develop a unique approach to advocacy and representation between student government administrations. Furthermore, the below subheadings are provided to suggest broad issue areas but need not necessarily constitute positions or groups thereof in themselves.
  2. Programming

- i. Assist in the scheduling, coordination, and reservations meetings and programming of the executive branch which may arise;
- ii. Report to the ASOSU Congress at least once per term, a summary of the expenditures and finances of the ASOSU, prepared in consultation with the President;
- iii. Develop a relationship of trust and service between ASOSU and the student body, and communicate its mission to the local community;
- iv. Identify opportunities for collaboration across the student government, in which the executive branch can assist in raising awareness of ongoing issues of relevance to the student body, and resources available to students;
- v. Communicate between student groups, clubs, and organizations who may inquire to the student government, or whose areas of focus may be of interest to the ASOSU in its ongoing programming;
- vi. Develop materials to raise awareness of any events promoted by the ASOSU executive branch, which may include town halls of the Congress;
- vii. Inform community stakeholders on ASOSU's recent and upcoming activities through outreach over social media, e-newsletters, or other formats;

### 3. Policy Advocacy

- i. Communicate with local, state, and federal representatives on policy priorities under the direction the ASOSU President;
- ii. Track and record events pertinent to ASOSU's identified policy priorities, and particularly legislation and local government efforts;
- iii. Encourage public officials to visit the OSU Corvallis campus and to provide a forum for public dialogue on issues of importance to students;
- iv. Assist in providing opportunities for students to advocate on legislative and policy matters, and to provide feedback on these issues to student leadership;
- v. Support the policy advocacy of the executive branch by exploring and providing assistance in the areas of sustainability and environmental policy;
- vi. Communicate with local and campus environmental groups to better inform policy advocacy on issues of sustainability;
- vii. Work collaboratively with executive staff tasked with addressing issues of diversity and inclusion, and address these matters as a part of broader advocacy efforts;
- viii. Support campaigns surrounding Earth Day, including external programming such as campus Earth Week activities, according to available opportunity and interest in ASOSU's involvement;

### 4. Diversity and Inclusion

- i. Work collaboratively with executive staff tasked with addressing policy advocacy, to ensure the values of diversity and inclusion are upheld as part of local and legislative policy advocacy, as well as University policy
- ii. Assist the executive branch in communicating a welcoming atmosphere for students of diverse cultural, social, and economic backgrounds, and in identifying opportunities to expand availability of campus resources where barriers to access may occur;
- iii. Communicate with University offices and faculty on issues pertaining to Institutional Diversity and Inclusion;
- iv. Provide support for a student of diverse cultural backgrounds and encourage the development of an inclusive campus;
- v. Communicate with Cultural Resource Centers (CRCs) and affiliated student organizations to maintain positive relationships between the student government and campus cultural resources;
- vi. Foster relationships with student cultural organizations and communities, and seek to collaborate with members of the student government to ensure better understanding of the impact of student government and University policies on the student body;
- vii. Communicate with international student groups and organizations to better inform policy advocacy on issues relating to international students;
- viii. Identify opportunities for collaboration across University offices and student organizations to provide support and promote an inclusive learning environment for international students;
- ix. Connect with INTO OSU and International Services to support international student issues as part of broader advocacy efforts and communicate these priorities to community partners;
- x. Communicate with the Hattie Redmond Women and Gender Center (WGC) and affiliated student organizations to maintain a positive relationship between the student government and the WGC;
- xi. Work with other members of staff to support women's issues as part of broader advocacy efforts and communicate these priorities to community partners;
- xii. Identify and work to establish relationships with University partners to help the student body advocate to bridge inequities in higher education and related areas relevant to the student body, particularly along the lines of sex, or gender identity or expression;
- xiii. Communicate with University partners, other student government staff, and community stakeholders, to identify solutions and strategies to address the problems of sexual violence, sexual harassment, and other issues relating to

personal safety, as well as policies and practices with regard to Title IX of the Education Amendments of 1972 (20 U.S.C.);

- xiv. Support campaigns surrounding Sexual Assault Awareness Month, including external programming such as the Take Back the Night event, according to available opportunity and interest in ASOSU's involvement;
- xv. Work with other members of staff to support accessibility and disability access considerations within ASOSU's internal policies, as well as in its advocacy to the University, and the broader policy priorities of the executive branch;
- xvi. Seek to advance student wellbeing through collaboration with staff to publicize resources and to encourage the development of programming and services supporting health and wellness;
- xvii. Support efforts to publicize and improve resources for student mental health;
- xviii. Support educational campaigns to raise awareness on issues of public health and wellness, on the part of the student government and in support of the efforts of community partners, when applicable;
- xix. Communicate with the Student Veterans Association (SVA), Military and Veteran Resources Center (MVRC), and other student organizations and resources to maintain positive relationships between the student government and organizations providing veteran resources;
- xx. Provide resources for veterans, and their families and associates, to interact with the student government and learn more about campus services;
- xxi. Communicate with relevant campus departments, organizations, and community stakeholders on issues pertaining to non-traditional students, as well as student parents, and other with respect to other considerations reflecting the diverse educational circumstances of the student body;
- xxii. Provide a resource for nontraditional students, and their families and associates, to interact with the student government and learn more about campus services;
- xxiii. Provide support for LGBT+ students and community members, and provide a resource for interaction with the student government on issues of equity and inclusion affecting these communities;
- xxiv. Communicate with the Pride Center and affiliated student organizations to maintain positive relationships between the student government and campus resources for LGBTQ+ students;
- xxv. Foster relationships with LGBT+ student organizations and communities, and seek to collaborate with members of the student government to ensure better understanding of the impact of student government and University policies on the student body.



## **Section 6: Records and Archives**

### **A. Designations and Forms**

1. The Records of the Executive Branch shall be stored in Archives hereafter referred to as the Executive Branch Archives.
2. The Executive Branch Archives shall be organized by specific Year and office and subcategorized by date.

**B. Required Catalogue shall be at the discretion of the President to be outlined in writing each term of office and approved by the Senate Oversight and Ethics Committee.**

### **C. Record Distribution**

1. The officers of ASOSU shall distribute copies of archival documents upon request of any Student of Oregon State University.
2. No original documents from the Executive Branch Archives shall be distributed.

## **Section 7: ASOSU Nomination Process for the Oregon State University Board of Trustees Student Member**

### **A. Usage and Purpose**

1. When the position of Student Member of the Oregon State University Board of Trustees goes vacant by the end of said Student Member's term or by other means, the ASOSU shall have the right to work with the Oregon Governor's Office to find a set of replacement names.
2. The ASOSU President shall have the right to begin this process nine months prior to the known end of term of the Student Member after consulting with the Oregon State University Office of the Board of Trustees and the Oregon State University Office of Government Relations.
3. The ASOSU President will work to give several names to the Governor's Office by the creation of a Nomination Committee.
4. In the case that a Student Member steps down prior to the end of their term, the Nomination Committee must convene within three weeks to begin the process of searching for possible replacements.

### **B. Nomination Committee**

1. The Nomination Committee will consist of as follows
  - i. The ASOSU President.
  - ii. The current Student Member of the Board of Trustees.
  - iii. One student recommended by the Office of Diversity and Cultural Engagement.
  - iv. One student recommended by the Coalition of Graduate Employees.

- v. One trained Search Advocate.
2. The committee will be charged with creating a position description (PD) and using said PD in the selection of nominees. The committee shall also be charged in making sure students are aware of the opportunity in application.
3. The committee will be charged with generating applicants, interviewing and screening applicants in order to recommend several names to the Governor's Office.
4. The committee shall work to abide by search advocate best practices.

#### C. Final Selection

1. Final selection is done by the Governor's Office in consultation with the ASOSU President as outlined by SB270 and following precedent set by the Oregon Governor's Office.
2. The Governor's final name selection shall be considered ultimate.

### **Title IV: Judicial Branch**

#### **Section 1: Judicial Function**

- A. As Stated in the ASOSU Constitution Article V,A., The Judicial Branch shall have all judicial powers. To these ends, the Judicial Branch shall have authority to enforce and interpret the ASOSU Constitution and Statutes and shall compel all branches of ASOSU to comply.

#### **Section 2: The Judicial Council Chairman**

- A. The Judicial Council Chair shall preside over all regular and special meetings, coordinate activities and orientations, and oversee all operations of the Judicial Council. The Judicial Council Chair shall appoint a Court Recorder from among the members of the Judicial Council to act as secretary during meetings and cases.
- B. The Judicial Council Chair shall be considered a member of the Judicial Council and allowed a vote in all rulings of the Judicial Council.

#### **Section 3: Judicial Councilors**

- A. Judicial Councilors shall represent the interests of the student body to the best of their abilities and shall stand ready to assist students in matters relating to the ASOSU.
- B. All Judicial Councilors shall be allowed one vote on cases and shall contribute to writing the Concurrent or Dissenting Opinion Reports depending on their vote.
- C. The Judicial Councilors shall be required to hold one office hour a week excluding Finals Week.

#### **Section 4: Court Procedure**

- A. Organization of the Judicial Council

1. Oaths shall be administered by either the President or Judicial Council Chair before the Judicial Councilors shall be granted a vote.
2. Meetings of the Judicial Council shall occur on Thursdays at 7pm when necessary excluding Summers Term, Finals Week and any Campus holidays. The Location and Time of the regular meetings shall be arranged by the Chairman. The location of the regular meetings shall remain consistent the entire academic year unless otherwise altered by majority vote of the Judicial Council. Meetings shall be publicized on the ASOSU website.
3. Terms of Office for Members of the Judicial Council shall begin immediately upon confirmation by the Senate.
4. Attendance to meetings shall be mandatory for all members of the Judicial Council. Absence in more than four regular meetings per year shall result in the absent member's office or seat being declared vacant by the Judicial Council Chairman. Vote by proxy shall not be allowed.
5. Judicial Council shall review and adjudicate issues and disputes between the Branches of ASOSU. In these cases, a "Writ of Judicial Inquiry" shall be submitted by the Branch which is charging another Branch of ASOSU. In cases involving the Executive Branch, the President shall act as advocate for their Branch. In cases involving the Legislative Branch, The Speaker of the House shall act as advocate for their Branch. In cases involving the Senate and the House of Representatives, The Vice-President and the Speaker of the House shall advocate for their respective House of Congress. Rulings by the Judicial Council shall not be overturned by the Legislative or Executive Branches.
6. Judicial Council shall review and adjudicate issues and disputes between the individual Officers, Employees and Elected Officials of ASOSU. In these cases, a "Writ of Judicial Inquiry" shall be submitted by the individual who is charging another individual within ASOSU. In cases between individuals, each individual shall act as their own respective advocate. Rulings by the Judicial Council shall not be overturned by the Legislative or Executive Branches.

#### B. Court Rule

1. The Judicial Council shall form the Court Procedures which shall be approved by the Senate no later than every Fall Term.
2. The Judicial Council shall not form Court Procedures which conflict with the ASOSU Constitutions and/or these Statutes.

### **Section 5: Rulings**

#### A. Designations and Forms

1. Rulings and Opinions shall be designated by the Last Name of the Prosecuting Party versus the Last Name of the Defending Party. Cases when the prosecutor speaks of behalf of the entire ASOSU shall be designated: ASOSU vs. "Defendant's Last Name". This designation shall be followed by the Month and year of the Court Case.

2. All Opinions and Ruling, whether Concurrent or Dissenting, shall include the following items:
  - i. Names of the Contributing Councilors.
  - ii. Reasons for the Opinion.
  - iii. All necessary Citation.
  - iv. Ruling Implications, which shall be included in the majority opinion only in cases in which previous rulings are either upheld or overturned.
- B. Rulings and Opinions must be distributed to all parties involved in the Case following the final ruling as well as the President, Vice-President, and Speaker of the House within Seven days of final ruling.

## **Section 6: Records and Archives**

### **A. Designations and Forms**

1. The Records of the Judicial Branch shall be stored in Archives hereafter referred to as the Judicial Branch Archives.
2. The Judicial Branch Archives shall be organized by specific Year and specific Court and subcategorized alphabetically by “prosecutor” vs. “defendant”.

### **B. Required Catalogue**

1. Required Items to be catalogued shall include, but not limited to:
2. All rulings and opinions
3. Writs of inquiry
4. Writs of Appeal
5. Case records
6. Writs of Judicial Review
7. Court Procedures

### **C. Record Distribution**

1. The Judicial Council Chair shall distribute copies of archival documents upon request of any student of Oregon State University.
2. No original documents from the Judicial Branch Archives shall be distributed.

## **Section 7: Subsidiary Courts**

- A. Any and all Subsidiary Courts may have their decisions overturned by the Judicial Council. Decisions made in a Subsidiary Court may be appealed to the Judicial Council pending majority vote of the Judicial Council to hear the case. A “Writ of Appeal” shall be submitted to the Judicial Council to hear the cases of a subsidiary court.

- B. Parking Appeals Committee shall be a Subsidiary Court of the Judicial Branch.
- C. The power to create and reorganize Subsidiary Courts shall be vested in Congress.

### **Section 8: Allowances and Compensation**

- A. No allowance and/or compensation shall be granted to the Judicial Councilors for services rendered or duties performed as a member of the Judicial Council.

## **Title V: Constitution and Statutory Revision**

### **Section 1: Amendment**

- A. Amendments made within Congress to the ASOSU Constitution shall be passed by a two-thirds majority vote of Congress and subject to the passage on the ASOSU. Amendments to the ASOSU Statutes require a majority vote of the ASOSU Congress.

### **Section 2: Legislative Initiative**

- A. Legislative Initiatives shall be sent to the Judicial Council before the collection of signatures to determine the Initiative is in proper form. The Judicial Council shall have fourteen days to make a decision on the proposed Legislative Initiative.
- B. The correct form which Legislative Initiatives must follow shall be decided by the Judicial Council before the fifth week of Fall Term and shall be approved by Congress before the end of Fall Term.
- C. Upon approval of a Legislative Initiative by the Judicial Council, the petitioners shall gather the appropriate amount of student signatures. Upon attaining the proper amount of signatures, the Legislative initiative shall be sent to the President who shall establish a special credentials committee to confirm the validity and amount of the signatures.
- D. Following confirmation of the Signatures, the President shall send the Legislative Initiative to the Elections Committee to arrange a Special Election on the Initiative to be held the same term the Initiative was confirmed.

### **Section 3: Referendum**

- A. Referenda shall follow the same verification processes as Legislative Initiatives except where the Referendum process in the ASOSU Constitution outlines otherwise.

### **Section 4: Committee Revision**

- A. The Senate Student Government Committee shall recommend revisions to Congress for approval during Spring Term. Revisions shall be sent to the Judicial Council for approval within fourteen days following passage through the Houses of Congress.

## **Title VI: Impeachment**

### **Section 1: Impeachment**

- A. “Articles of Impeachment” shall be introduced as a House Concurrent Resolution (HCR) instructing the Senate to hold an impeachment trial of any Elected Official or Officer of the Branches of ASOSU.
  - 1. The “Articles of Impeachment” shall specify whatever transgressions against the Constitutions and Statutes of the ASOSU, ethical violations, or gross negligence in executing the duties of office have prompted the resolution’s introduction in the House.
  - 2. The “Articles of Impeachment” shall include a non-binding recommendation to the Senate on what remedy is being sought by its sponsors in the House.
  - 3. Any executive officer or elected official facing impeachment must recuse themselves from chairing or voting on their own impeachment.
- B. Upon passage of “Articles of Impeachment”, the Speaker of the House shall notify the Impeached Individual, Vice-President, President, Judicial Council Chair, Student Fee Chair, and the Faculty Advisor(s) that the individual has been impeached.
- C. Upon receiving a resolution which calls for an impeachment trial of any elected official or officer of the branches of the ASOSU, the Speaker of the House, Speaker Pro-tempore, or other acting chair of the House of Representatives shall have a statutory mandate to add “Articles of Impeachment” to the agenda of the next House meeting, and shall be forbidden from striking that item from the agenda, without the consent of the sponsor(s) of the bill.

### **Section 2: Impeachment Trial**

- A. Trial procedures for an Impeachment Case shall be the current procedures used by the Judicial Council. Trials must occur within two academic weeks of the passage of the “Articles of Impeachment”.
- B. The Senators in an Impeachment Trial shall contribute to writing the Concurring or Dissenting Opinion Reports depending on their vote.
- C. No Presidential Veto or pardon shall be allowed or permitted for decisions in Impeachment trials.

## **Title VII: Finances**

### **Section 1: Student Fees**

- A. The Student Fees Committee hereafter referred to as the SFC, shall be an independent committee of the ASOSU, within the Executive Branch. The SFC shall provide recommendations to the House of Representatives and the Senate on student fees.
- B. The Student Fees Committee shall consist of appointed and elected members. There shall be members nominated by each Student Fee Funded Unit to the ASOSU, nominated by the

unit's Student Advisory Boards and appointed by the ASOSU President by April 1st, and subsequently subject to confirmation by the ASOSU Senate. There shall also be 4 SFC members elected at-large from the student body during the ASOSU General Election. The ASOSU President shall sit as an ex-officio, non-voting member of the SFC.

1. Members shall serve for one academic year terms, though may be re-elected or re-appointed. Terms shall begin April 16th, and end April 15th the following year.
    - i. Following the ASOSU General Election, the SFC Chair-Elect will begin transitioning into the role of SFC Chair on a timeline established with the help of the current sitting SFC Chair.
    - ii. Student Fee Committee compensation shall be limited to their work during the regular school year not including summer, winter, and spring break.
  2. In addition to the four at-large members elected, the SFC chair will be elected during the ASOSU General Election.
  3. The SFC may internally elect one of the at-large members to serve as the Chair Pro-Tempore of the SFC.
  4. Appointed Members ("Unit Liaisons") must abstain from voting on matters regarding their own budgets.
  5. The SFC Chair shall appoint a member(s) of the SFC to attend Congressional meetings during the academic year to act as a liaison(s) between the ASOSU Congress and the SFC. These members, as well as the meetings requiring attendance, can change at the discretion of the Chair. Attendance at a Congress meeting may act as an office hour or fulfill a committee requirement for SFC member(s). A member of the House and a member of the Senate shall also attend SFC meetings and act as a liaison between ASOSU Congress and the SFC. Attendance at a student fee committee meeting may act as an office hour or fulfill a committee requirement for Senators and Representatives.
- C. The SFC shall review its bylaws annually for the upcoming academic year, and submit them to the ASOSU House of Representatives for approval by no later than the end of winter term. Initial approval of the bylaws shall require a simple majority vote of the House of Representatives. Revisions to bylaws that are currently in effect shall require the concurrence of two thirds.
- D. As an independent committee within the Executive Branch of the ASOSU, the SFC, and all Student Advisory Boards participating in the SFC Process, must comply with directives and orders issued by the President of the ASOSU, provided that such do not contradict the approved SFC Bylaws, the provisions of these Statutes, the ASOSU Constitution, University Policy or State and Federal Laws which shall, in succeeding order, take precedence.
- E. Budget bills representing the recommendations of the SFC for each unit shall be introduced to the Houses of Congress during a Joint Session week 1 of Winter Term. The SFC Chair shall provide a presentation to Members of Congress regarding the SFC Fee recommendations, and summaries of the SFC recommendations shall be made available. All

members of the SFC shall be present at this meeting and will serve as delegates. These bills shall not be subject to amendment on the floor, and must be passed without amendment or rejected during the Joint Session of Congress that will be held during week 2 of Winter Term.

- F. Should a budget bill be sent to the Mediation Committee (see Subsections H and G of this Section), it will return to the Houses of Congress for final vote on approval. Amendments to the bills shall not be permitted at this stage, and the bills shall be treated as though they are in a second reading. If bills are to fail after being reintroduced to the Houses of Congress, bills shall be sent back to the Mediation Committee (see Subsection H).
- G. Upon final passage, budget bills shall be submitted to the President of the ASOSU to sign or veto, in accordance with Article III, Section I of the ASOSU Constitution. Should one or more bills be vetoed, the President shall include a list of requested amendments with the bills that are returned to Congress. Amendments to the bills shall not be permitted at this stage. The bills shall be treated as though they are in a second reading and the Houses of Congress may overturn a Presidential veto in accordance with Article III, Section I of the ASOSU Constitution. If the bodies of Congress do not overturn the veto, the bill shall be returned to the mediation committee. Mediation committee shall follow processes as outlined in Title VII, Section H.
- H. Mediation Committees on a proposed Student Fee or One-Time Fee package shall be considered Conference Committees and shall follow all the provisions outlined under Conference Committee except as otherwise stated in these statutes. Decisions passed in a Mediation Committee shall be returned to the Houses of Congress for final approval. Membership of Mediation Committees shall include three members of the House of Representatives appointed by the Speaker of the House, three members of the Senate, appointed by the President of the Senate, the President of the Senate, acting as the Vice-Chair of the Mediation Committee, the Speaker of the House, acting as the chair of the Mediation Committee, the Chair of the SFC, and five members of the SFC, appointed by the SFC Chair. The Chair of Mediation Committees shall only vote in the event of a tie. The Vice-Chair shall be a non-voting member of the committee unless the Chair of Mediation Committees is absent, in which case the Vice-Chair shall assume all responsibilities of Chair, including the responsibility to vote in the event of a tie. A Mediation Committee shall be tentatively scheduled during week three of Winter Term. In the case of multiple rounds of Mediation Committee in a single budget cycle, the membership of the Mediation Committee will comprise of at least two one new members of the House of Representatives, at least two one new members of the Senate, and at least three two new members of the SFC that were not members of the previous Mediation Committee makeup; the Speaker of the House, President of the Senate and SFC Chair are excluded from this count
- I. All budget bills must be passed by March 1st of the academic year in which budgets are being considered. Failure to pass a budget before March 1st will result in the Default Budget being forwarded to the Office of Budget and Fiscal Planning , the Oregon State University President, as well as other units and individuals deemed relevant by ASOSU leadership and members of ASOSU in relation to the passage of these budgets.
  - 1. 'Default Budget' is hereby defined as the individual student-fee funded unit's previous fiscal year's budget (as having initially passed through ASOSU) not to



exceed the current service level. The current service level will be determined by the Office of Budget and Fiscal Planning and calculated by the Auxiliaries and Activities Business Center.

## **Section 2: Budgetary Signing Authority and Contingency Allocations**

- A. In accordance with University Policy, all expenditures shall require the approval of an ASOSU Faculty Advisor. The ASOSU Faculty Advisor(s) shall have authority to make any expenditure, with the written of a student with signing authority for the account(s) that the expenditure is being funded from, up to \$250.
1. ASOSU Faculty shall also have discretion to make any expenditure, of any amount, from any source, if University Policy or the laws or regulations of the State of Oregon or the United States or any other policy that supersedes the ASOSU Constitution and Statutes compel them to do so. Any expenditure made on these grounds shall require an explanation be presented to both Houses of the ASOSU Congress, accompanied by a written justification that references the policy which supersedes these statutes, and why it required the expenditure to be made, which shall be made available publicly, and presented to the ASOSU President, Speaker of the House, and Chair of the Judicial Council for review.”
- B. The signatures of a student with signing authority and an ASOSU Faculty member shall be required for any expenditure greater than \$250. Normal budgetary signing authority shall rest with the following individuals, for the following accounts:
1. The ASOSU President and Vice President, as well as one other student employee of the Executive Branch designated by the president, shall have signing authority on all accounts for which signing authority is not granted to other individuals by these statutes.
  2. The Speaker of the House, President Pro-Tempore of the Senate, and one other employee of the Legislative Branch, designated by the Speaker of the House, shall have signing authority on the Legislative and SFC accounts. The Chair of the SFC, once selected and hired, shall additionally hold signing authority on the SFC account.
  3. The Chair of the SFC shall hold signing authority on specified accounts for sole use by the SFC.
  4. The Chief Elections Officer of the Elections Committee, if an employee of the ASOSU, and/or up to one student employee of the ASOSU who are designated by the CEO and are eligible to serve on the Elections Committee, shall have signing authority for the Elections account.
  5. Cabinet members shall have signing authority on accounts specified for sole use by their office and employees.
  6. Signing authority on any account specified as belonging to the Judicial Council shall rest with the Chair of the Judicial Council.
  7. Student signing authority for SafeRide, the Office of Advocacy, and Student Legal Services shall be determined internally, and at the discretion of their faculty.

- C. Between 12:00 p.m. on June 1st, and the first meeting of the House Committee on Ways and Means each academic year, the ASOSU President may, with the signatures and consent of the Speaker of the House (signing on behalf of the House Committee on Ways and Means) and the ASOSU Faculty Advisor(s), move funds from the ASOSU's excess working capital and between accounts within the ASOSU's budget, subject to the following regulations:
1. The total amount of money moved between accounts and/or allocated from excess working capital shall not exceed more than 5% of the ASOSU's total budget, as it was at the beginning of the current term of office.
  2. No money shall be moved from budget accounts until the ASOSU's unallocated excess working capital is within \$2,500 of the ASOSU's minimum working capital requirement.
  3. Money moved from existing accounts shall be limited to a maximum of 50% of the total amount allocated for that account in the ASOSU's budget, as it was at the beginning of the current term of office.
  4. No money shall be moved from an account for which neither the ASOSU President nor Speaker of the House has budgetary signing authority, without first obtaining the consent and signature of a student who has signing authority for that account or, in the case of SafeRide, the Office of Advocacy, or Student Legal Services, the consent and signature of the highest ranking faculty member for each organization.
  5. The ASOSU President, Speaker of the House, and ASOSU Faculty Advisor shall keep a record of all changes made to the ASOSU Budget, and present an explanation and full account of their actions to the House Committee on Ways and Means, during their first meeting in Fall Term. After which time, the committee may vote on any changes to the budget it deems necessary. If the Representatives on the committee believe that negligence, misappropriation, or gross mismanagement of financial resources has occurred, they may independently pursue punitive actions, such as censure or impeachment, and/or file a relevant complaint with the University.
  6. In the event that policies which supersede the ASOSU Constitution and Statutes necessitate money be moved in order to cover a required expenditure, the ASOSU Faculty Advisor(s) shall be empowered to move whatever funds necessary, and shall not be bound by the provisions of this subsection. Funds moved for this reason shall not count towards the 5% limit specified above, but the ASOSU Faculty Advisor(s) shall be subject to the same requirements specified in Subsection A, Number 1 of this section (Title VII, Section 4).
- D. No person with budgetary signing authority shall knowingly authorize any expenditure which would result in overspending in an account by \$250 or 10% of the total funds allocated for the account, whichever is greater. Upon discovering that an account has been overspent, all individuals with signing authority for the account shall be notified immediately, as well as the Speaker of the House and Chair(s) of the House Committee on Ways and Means, who shall arrange to convene a meeting of the committee as soon as is practicable. At least one student with signing authority for the overspent account shall present to the House Committee on Ways and Means, and shall explain why the account was overspent, what

additional funds they are requesting (if any), how they will stay within budget for the remainder of the year, and why the committee should authorize additional spending for their account (if requested). The House Committee on Ways and Means shall then vote on whether, and how much, additional money will be authorized for that account. After the committee meeting, if no additional money is authorized for an overspent account, the individuals responsible for that account shall immediately cease authorizing additional expenditures (even if they have not yet reached the \$250 or 10% cap on overspending for that account).

1. This subsection shall not apply to ASOSU Faculty acting under the circumstances specified in Subsection A, Number 1 of this section (Title VII, Section 4); however, the same requirements will apply.

## **Title VIII: Independent Committees**

### **Section 1: Definitions**

- A. Independent Committees shall be defined as such committees which are not standing or special committees within the Legislative and Judicial Branches.

### **Section 2: Specifications**

- A. University Committees as well as all ASOSU Committees not within the Legislative and Judicial Branches shall be Independent Committees.

### **Section 3: Attendance**

- A. The attendance of students in ASOSU Independent Committees shall be monitored by an executive officer.

### **Section 4: Summons**

- A. All Independent Committees shall comply with summons of either House of Congress and the summons of the Judicial Branch.

## **Title IX: General Government Policy**

### **Section 1: Conduct of Officers, Employees and Elected Officials**

- A. Officers, Employees and Elected Officials of the ASOSU shall abide by a code of Conduct which shall be determined and enforced by the Senate Oversight and ethics Committee and approved by majority votes of the Houses of Congress. All suspected violations of the Code of Conduct will be addressed and ruled on by the Judicial Council.

## **Title X: Pay Grades for Officers and Employees of the ASOSU**

### **Section 1: Legislative Branch**

- A. For Fall, Winter, and Spring terms, allowance and/or compensation shall be granted to each Representative and Senator for services rendered or duties performed as members of the Congress in the form of a monthly stipend for an average of 10 hours a month (approximating 2.5 hours per week) at a rate of \$13.50 per hour, excepting Winter and Spring break, as Congress is not in session.
  - 1. During Summer Term, each Senator and Representative shall instead be granted a Stipend for services rendered or duties performed as members of the Congress for an average of 8 hours a month (approximating 2 hours per week) at a rate of \$13.50 per hour.
- B. The Speaker of the House shall be granted a Stipend year-round for services rendered or duties performed as Speaker of the House of Representatives for 20 hours per week at a rate of \$14.00 per hour.
- C. For Fall, Winter, and Spring terms, the Speaker Pro Tempore of the House shall be granted a stipend for services rendered or duties performed as Speaker Pro Tempore for an average of 20 hours a month (approximating 5 hours per week) at a rate of \$13.75 per hour, excepting winter and spring break. This compensation may not be received in conjunction with the pay otherwise allotted for representatives.
  - 1. During summer term, the Speaker Pro Tempore shall instead be granted a Stipend for services rendered or duties performed as a member of the House for an average of 8 hours a month (approximating 2 hours per week) at a rate of \$13.50 per hour.
- D. For Fall, Winter, and Spring terms, the President Pro Tempore of the Senate shall be granted a stipend for services rendered or duties performed as President Pro Tempore for an average of 20 hours a month (approximating 5 hours per week) at a rate of \$13.75 per hour. This compensation may not be received in conjunction with the pay otherwise allotted for senators. The President Pro Tempore shall not be allotted compensation during winter or spring break, as the Senate is not in session.
  - 1. During summer term, the President Pro Tempore shall instead be granted a Stipend for services rendered or duties performed as a member of the Senate for an average of 8 hours a month (approximating 2 hours per week) at a rate of \$13.50 per hour.

### **Section 2: Executive Branch**

- A. Pay shall be granted to the President year-round for services rendered or duties performed as the President of the Associated Students of Oregon State University for 20 hours per week at a rate of \$14.00 per hour.
- B. Pay shall be granted to the Vice President year-round for services rendered or duties performed as the Vice President of the Associated Students of Oregon State University for 20 hours per week at a rate of \$14.00 per hour. This allowance includes services rendered as the President of the ASOSU Senate.

- C. During Fall, Winter, and Spring terms, pay shall be granted to the Cabinet Officers for services rendered or duties performed as the Cabinet Officers of the Executive Branch at an hourly wage for up to 18 hours per week, at a rate of \$13.75 per hour, excepting winter and spring break.
- D. During Fall, Winter, and Spring terms, pay shall be granted to the Subcabinet Officers for services rendered or duties performed as the Subcabinet Officers of the Executive Branch at an hourly wage for up to 14 hours per week, at a rate of \$13.50 per hour, excepting winter and spring break.
- E. Pay for any other executive staff reporting to the President shall be established by appropriate legislation.
- F. The Chair of the Student Fees Committee (SFC) shall be granted a Stipend for services rendered or duties performed as SFC Chair for 17.75 hours per week at a rate of \$14.00 per hour for the full year, including summer term.
- G. Allowance and/or compensation shall be granted to each member of the Student Fees Committee (SFC) for services rendered or duties performed at a rate of \$13.50 per hour for the full year, including summer term.
  - 1. For SFC Liaisons in the form of a monthly stipend for an average of 12 hours a month (approximating 3 hours per week).
  - 2. For at-large members serving on the SFC, in the form of a monthly stipend for an average of 8 hours a month (approximating 2 hours per week).
- H. For Fall, Winter, and Spring terms, the Records Clerk shall be granted an hourly wage for up to 20 hours per week for services rendered or duties performed as Records Clerk at a rate of \$13.75 per hour, excepting winter and spring break, as Congress is not in session.
  - 1. During Summer term, the Clerk shall instead be granted an hourly wage for services rendered or duties performed as Clerk for up to 4 hours per week at a rate of \$13.75 per hour.

### **Section 3: Judicial Branch**

- A. For Fall, Winter, and Spring terms, the Judicial Council (JC) Chair shall be granted an hourly wage for up to 10 hours per week for services rendered or duties performed as Judicial Council Chair at a rate of \$14.00 per hour.
  - 1. This section does not allocate compensation for summer term.

### **Section 4: Compensation for Post-Election Transition**

- A. Upon official certification of their election, the President-elect shall be eligible for a voluntary hourly wage for services rendered as President-elect of the ASOSU for up to 8 hours per week, at a rate of \$13.50 per hour.
- B. Upon official certification of their election, the Vice President-elect shall be eligible for a voluntary hourly wage for services rendered as Vice President-elect of the ASOSU for up to 8 hours per week, at a rate of 13.50 per hour.

- C. Upon official certification of their election, the Speaker-elect shall be eligible for a voluntary hourly wage for services rendered as Speaker-elect, for up to 4 hours per week, at a rate of \$13.50 per hour.
- D. Upon official certification of their election, the SFC Chair-elect shall be eligible for a voluntary stipend for services rendered as SFC Chair-elect, for 4 hours per week, at a rate of \$13.50 per hour.

### **Section 5: Preemption of Applicable Minimum Wage and Exemptions**

- A. Where the minimum wage established by applicable law is higher than the rate of pay established in these Statutes, the higher rate shall be paid to affected employees.
- B. The level at which each pay grade is set shall be revisited on an as-needed basis by the House Ways and Means Committee, in consultation with the ASOSU President, Vice President, Speaker, and SFC Chair.
- C. Provisional allocations for additional pay not allocated herein shall be permitted within the processes outlined within these statutes.

## **Title XI: Elections Guidelines**

### **Section 1: Definitions.**

As used in this chapter:

- A. “Ballot” means any material on which votes may be cast for candidates or measures.
- B. “Chief elections officer” means the Chair of the Elections Committee.
- C. “Advancing Candidate” means a candidate who has not been eliminated.
- D. “Elector” means any student eligible to vote under the Constitution of the ASOSU.
- E. “Measure” includes any Initiative or Referendum submitted to the students for their approval or rejection at an election.
- F. “Vote tally system” means the electronic system which collects and automatically counts ballots.
- G. “Continuing Ballot” means a ballot that is not an exhausted ballot.
- H. “Exhausted Ballot” means there are no choices marked other than choices for eliminated candidates.

### **Section 2: Elections conducted under these guidelines.**

- A. Any, general election or special election held at Oregon State University shall be conducted under the provisions of these guidelines and shall be under the authority of the ASOSU Elections Committee. The Elections Committee shall have authority to make temporary revisions to these guidelines during the period of the election to be institutionalized through statutory amendment afterward. The Elections Committee shall set all specific dates of events.

### **Section 3: Date of general election and primary election.**

- A. The general election shall begin no earlier than the third academic week of Winter Term and end no later than the ninth academic week of Winter Term.
- B. The General Election shall be at least five school days long, and last no longer than 15 academic days, with the election committee ultimately deciding when the election starts and ends, within the timeframe set forth in the previous section.
- C. The General Election shall end on a Friday.

### **Section 4: Vote Tallying Procedures.**

- A. For the offices of ASOSU President, Vice President, Speaker of the House, and Chair of the Student Fees Committee, the initial round of counting shall be a count of the first choices marked on each ballot. If any candidate receives a majority of the first choices, that candidate shall be declared the winner, pending ratification.
- B. If no candidate receives a majority of first choices, there shall be a second round of counting. The last-place candidate shall be eliminated, and all the continuing ballots shall be recounted. Each continuing ballot shall be counted as one vote for that ballot's highest ranked advancing candidate.
- C. If no candidate receives a majority at the second round of counting, there shall be a third round of counting, continuing in the manner prescribed above.
- D. The process of eliminating the last-place candidates and recounting all the continuing ballots shall continue until one candidate receives a majority of the votes in a round. The candidate who receives a majority of the votes in a round shall be declared the winner, pending ratification.
- E. When a ballot does not list a preference for any given round, it shall not be counted in that round or any subsequent round.
- F. If there are not sufficient second and lower choices for any candidate to receive a majority, the candidate with the highest number of votes shall be declared the winner, pending ratification.
- G. When a ballot becomes an exhausted ballot it shall not be counted in that round or any subsequent round.
- H. For ASOSU House, Senate, and SFC At-Large, the candidates receiving the most votes after one round shall be awarded the available seats.
- I. No measure shall be adopted unless it receives an affirmative majority of the total votes cast on the measure. If two or more conflicting laws, or amendments to the ASOSU Constitution or Statutes, are approved at the same election, the law, or amendment, receiving the greatest number of affirmative votes shall take precedence and overrule the conflicting measure.

### **Section 5: Register of Candidates.**

- A. The chief elections officer shall keep a register of candidates engaged in campaigning. The register, if applicable, shall contain the following:

1. The title of each office for which an individual has registered for candidacy.
2. The legal name and OSU email address of each candidate for nomination.
3. The phone number of each registered candidate.

**Section 6: Elections Committee’s statement of offices, candidates and measures.**

- A. The Elections Committee shall publish and make available to the general public, the Election Packet no later than 31 days prior to the first official day of campaigning.
- B. This Election packet shall contain the following information:
  1. This Election Guideline.
  2. Descriptions of all elected office including assigned duties.
  3. Calendar of all deadlines and other important dates.
  4. Copies of all needed forms necessary to conduct campaigning, nomination, petition violations, and appeals.

**Section 7: Official general or special election ballots.**

- A. The official general or special election ballot shall be styled as a “Official Primary Nominating Ballot” and shall state:
  1. The date of the general election.
  2. The legal names of all candidates who have not died, withdrawn, or become disqualified.
- B. The ASOSU Ballot shall be made available through a link on the ASOSU’s website and emailed to all members of the ASOSU.
- C. Except as provided in this section, no information about the candidate, including any title or designation, other than the candidate’s name, may appear on the ballot.
- D. For offices prescribed rank-order voting, one rank-ordered vote shall be permitted per elector for each candidate running for that office. For the offices of ASOSU President and ASOSU Vice President, one rank-ordered vote shall be permitted per elector for each ASOSU President and Vice-Presidential ticket. For all other offices, each elector shall be allowed to cast a maximum number of votes equal to the total number of open seats for a particular office, but may only cast a maximum of one vote for any candidate running for a given office.
- E. Available space for write-in votes shall immediately follow the last candidate’s name for every elected office on the ballot.
- F. Candidate names shall be listed in randomized order on each section of the ballot.
- G. For the ballot section regarding the ASOSU House of Representatives, undergraduate students of ASOSU will receive a ballot that only includes the candidates for undergraduate



representatives, and graduate students of ASOSU will receive a ballot that only includes the candidates for graduate representatives.

**Section 8: Procedures after 10 p.m. on election day.**

- A. Ballots may be tallied by a vote tally system following the closure of the polls at 10 p.m. on election day.
- B. The Chief elections office shall announce the winners of the election no later than 3 a.m. the day following election day. No less than three members of the elections committee shall be on site to confirm the results of the election.

**Section 9: Individuals elected by write-in votes.**

- A. An individual elected by write-in votes must receive at least 1% of the total votes cast in the election to be considered eligible for office.
- B. Upon establishing that an elected individual has received the requisite number of write-in votes, they shall be emailed a preliminary notification of their election by the chief elections officer, subject to an additional eligibility check for the criteria specified in Article VI, Section G of the ASOSU Constitution. The elected individual must accept their election, verbally or in writing, before their election can be certified.

**Section 10: Chief executive officer's duties after election.**

- A. The chief elections officer, regarding offices for which the elections committee receives filings for nomination, shall:
  - 1. Prepare, sign, and deliver a certificate of election to each candidate or ticket having the most votes for election to office.
  - 2. Issue a proclamation declaring the election of candidates to the offices which shall be sent to the Barometer.
  - 3. Issue a proclamation giving the number of votes cast for or against each measure, and declaring the approved measure as the law on the effective date of the measure. If two or more approved measures contain conflicting provisions, the elections committee shall proclaim which has precedence.

**Section 11: Certificate of election required before taking oath of office.**

- A. No candidate who is elected to an office is required by law to take the oath of office or perform any official duties of their office prior to the certification of their election.

**Section 12: Procedure when tie vote occurs.**

- A. When two or more candidates for the same office have an equal number of votes and there are insufficient seats for all to be elected:
  - 1. In the case of candidates for the Senate, House of Representatives, and SFC At-Large seats, the elections officer shall have the candidates meet publicly to decide by lot who is elected.

2. In the case of ASOSU President and Vice President tickets, candidates for Speaker of the House, and candidates for SFC Chair, if no candidate has received the most votes, the ballot shall be held open for an additional five days, beginning the following Monday, and all tied candidates shall be notified at 10pm on Election Day. All candidates receiving fewer votes than those who are tied shall be removed from the ballot prior to it being reopened.

**Section 13: Oregon State University requirements for all elected positions.**

- A. To be eligible for candidate, all prospective candidates for elected office must meet the same requirements for holding office established in Article VI, Section G of the ASOSU Constitution.

**Section 14: Elections committee requirements for all elected positions.**

- A. Candidates must intend to be enrolled for the entire academic year at the Corvallis campus of Oregon State University.
- B. To appear on the ballot candidates must officially register for candidacy through the ASOSU website by the deadline specified by the elections committee.
- C. Candidates will be notified if they do NOT meet requirements.
- D. Candidates who have filed for candidacy may change the position for which they are running before the filing deadline.
- E. Candidates appearing on the ballot are required to attend one of several information sessions, the dates of which shall be provided on the calendar of deadlines.
- F. Write-in candidates are subject to the same rules as named candidates while campaigning.

**Section 15: Campaigning.**

- A. Campaigning is considered any public printed, electronic, or verbal communication advocating a particular candidate.
- B. Campaigning is also considered any organized talk, speech or informational meeting advocating a particular candidate.
- C. Campaigning shall not begin until 7 a.m. of the specified date.

**Section 16: Campaign Materials.**

- A. All candidates participating in the ASOSU sponsored elections must have all campaign material submitted to the ASOSU Elections Committee and/or Chair prior to posting.
- B. Any changes to original materials must be re-submitted. The Elections Committee will request photocopies of the campaign materials and may maintain a file of all campaign materials for each candidate and ticket.
- C. Campaign materials may be submitted to the chief elections officer at [asosu.elections@oregonstate.edu](mailto:asosu.elections@oregonstate.edu). The elections committee shall have 48 hours to deny any material deemed inappropriate.

- D. No campaign materials may be placed on building exteriors, light poles, trees or automobiles.
- E. Certain campaign materials, unless otherwise approved, must have the ASOSU Elections website address on them: [asosu.oregonstate.edu/elections](http://asosu.oregonstate.edu/elections). These shall include:
  - 1. Campaign posters
  - 2. Social networking sites
  - 3. Websites
  - 4. Fliers
- F. No chalking shall be permitted.
- G. No candidate or affiliate shall remove or deface the campaign materials of another candidate.
- H. Only the members of the Elections Committee shall remove illegal campaign materials. Illegal campaign materials include, but are not limited to, materials that have been previously denied approval, etc.
- I. Candidates sending emails over listservs must first obtain permission from that list's administrator.
- J. Campaigning may not include the use of Benny the Beaver, Oregon State University logos or symbols, or any pictures or models that may be perceived as an endorsement by the University.
- K. Candidates or tickets are not responsible for violations of to campaign materials or campaign location violations by students or other individuals in possession of or displaying non-stationary campaign materials such as shirts, buttons, fliers, stickers, as well as third party posters and social networking sites.
- L. All candidates and campaigns shall comply with libel and slander laws under the provisions of ORS-260.532.

### **Section 17: Campaign Locations.**

- A. Campaigning in University living establishments is at the discretion of that organization. Candidates are expected to abide by all regulations of the organization as well as University regulations. University recognized housing includes residence halls, co-ops, fraternities, sororities, etc.
- B. Campaigning in classes and lectures is left to the discretion of the instructor and the Elections Committee.

### **Section 18: General Regulations.**

- A. All candidates must follow every deadline. Requests for extension of deadlines must be submitted to the ASOSU Elections Chair three days prior to the original deadlines.
- B. Candidates may not provide the means for any student to vote at any time.

- C. Candidates that violate any rules, regulations, or standing procedure administered by an OSU organization may be considered in violation of ASOSU election policies subject to the discretion of the ASOSU Elections Committee.

**Section 19: Violations; process to appeal violations.**

- A. Major Offenses shall include the following violations:

1. Providing students with the means to vote.
2. Submitting votes for other students.
3. Tampering with the electronic election system.
4. Harassment, intimidation, bribery or fraud with the intent of affecting the outcome of the election.
5. Tampering with another campaign's materials with malicious intent.
6. Failing to file required documents on time unless an extension prior to due date.
7. Intentional actions to mislead or obstruct the duties of the Elections Committee.
8. Failing to comply with the rulings of the Elections Committee.
9. Exceeding the campaign finance limit by more than five (5) percent on any Financial Statements.
10. Promising to hire any student or making overtures to hire or appoint students to positions prior to the final election, particularly in order to gain support for a campaign. Candidates may openly recruit individual students and students at-large to apply for positions and are encouraged to do so. Candidates may also describe their desire in having individual students or students at-large take interest in specific positions, but candidates are prohibited from "earmarking" students for positions and vice-versa.
11. Hiring paid employees of the campaign.
12. Committing five or more Minor Offenses.

- B. Minor Offenses are any violations of the Elections rules and regulations not specifically stated as a Major Offense.
- C. Any alleged violation of campaign rules must be reported to the chief elections officer within 24 hours after the offense has been observed. Any party who witnessed the offense may report the violation with documented proof of the incident. Alleged violation reports must include the candidate committing the offense, date, place and time of offense and any other pertinent information.
- D. Once a complaint has been filed, the Elections Committee will review the violation at the next scheduled meeting. The candidate will be notified immediately of the charges against him or her.

- E. Candidates accused of committing a major offense will receive a hearing by the Elections Committee. Candidates will receive a 48-hour notice of their hearing time.
- F. Candidates and/or campaigns to whom a violation is issued from the Elections Committee may appeal. Appeals must first be submitted to the Elections Committee within two working days of receiving the violation notice. The Elections Committee will review the appeal and must make their decision within two working days of receiving the appeal form. All Elections Committee decisions shall be subject to review by the Judicial Council.
- G. The Election Committee may disqualify a candidate for any Major Offense, gross violations of the University policies, or actions that cause great harm to the student body.

**Section 20: Campaign Spending Limits; sources of funding.**

- A. All candidates must abide by the spending limit established by the Elections Committee. No person or ticket that campaigns for multiple offices shall comingle any funding from individual campaigns, or combine the spending limits of any other campaigns.
- B. There shall be no limitation on amount or proportion of funding to come from student contributions or personal contributions, so long as the cumulative contributions do not exceed the overall spending limit. No contributions shall be allowed by any organization or individual acting on behalf of an organization.
- C. The Elections Committee shall establish a limit up to \$1000, but not below \$300 to serve as the campaign spending limit.

**Section 21: Financial statements; dates due.**

- A. Financial Statements must be filed and shall include an itemized list of all expenditures and a detailed list of all contributions, whether personal or student.
- B. The Elections Committee shall establish a date and time to serve as the deadline for both a mid-campaign financial statement and final financial statement. The final financial statement shall be due no earlier than 5pm on Election Day.

**Section 22: Stipends for President-elect and Vice President-elect**

- A. Upon official certification of their election, the President-elect and Vice President-elect shall each be eligible for a voluntary hourly wage for services rendered as President-elect and Vice President-elect of the ASOSU, at the Third Executive Pay Grade (EX. 3).

**Title XII: internal/External Relationships**

**Section 1: Definitions**

- A. Internal Relationships shall be those relationships with entities that are considered part of Oregon State University.
- B. External Relationships shall be those relationships with entities that are not considered part of Oregon State University.

## **Section 2: Internal Relationships**

### **A. Student Health Services**

1. Student Health Services is an organization that promotes lifelong healthy behaviors and healthy environments by offering health related programming and services for the OSU campus.
2. ASOSU will oversee the direct efforts of the It's On Us campaign and will have access to the OSU version of the It's On Us logo for marketing purposes.
3. ASOSU and SHS will collaborate on the OSU-It's On Us campaign, specifically, SHS will provide the ASOSU guidance for the appropriate messaging and assist in facilitating programming.
4. A representative from the ASOSU Executive staff will meet at least twice a term with a representative from Student Health Services to coordinate It's On Us initiatives that the ASOSU has put forth.

### **B. University Administration and Faculty Senate**

1. A committee consisting of the ASOSU President, Vice President, Speaker of the House, and President Pro-Tempore of the Senate shall meet during Fall Term to review the Shared Governance Agreement and Student Bill of Rights.
2. Should the committee determine that updates are needed to either the Shared Governance Agreement or Student Bill of Rights, the committee will collaborate with University Administration, Faculty Senate and the Office of General Counsel to agree on whatever updates are deemed necessary.
3. The updated documents, or any separate updates or addendums, should be signed by the President of OSU, President of Faculty Senate and President of ASOSU to certify their validity.

### **C. ASOSU shall supply the necessary funds for each ticket purchased for ASOSU air travel to be internally offset by the OSU Sustainability Office.**

1. ASOSU shall approach the OSU Sustainability Office to recommend offsets that shall be paid for through the ASOSU budget no later than one year past the date of the travel itself.

## **Section 3: External Relationships**

### **A. Oregon Student Association**

1. The Oregon Student Association (OSA) is a statewide advocacy and organizing non-profit, that was established in 1975 to represent, serve, and protect the collective interests of students in postsecondary education in Oregon.
2. ASOSU shall maintain relations with the OSA, as set forth in a membership agreement between the two organizations.

- i. Members of the negotiations team shall work to come to an agreement with members of OSA outlining the relationship between ASOSU and OSA for the following fiscal year.
  - ii. The negotiations team shall present the agreement to the ASOSU Congress for review, amendment, and approval.
    - a) All amendments to the agreement must be reviewed and approved by OSA before the agreement is signed.
  - iii. Congress shall approve the negotiation agreement via the passage of a joint bill outlining the agreement.
    - a) If the Congress decides that no mutual agreement can be reached and the relationship with OSA should not continue, ASOSU shall withdraw from OSA only after the passage of a joint bill ordering the President of ASOSU to withdraw from OSA.
  - iv. All bills must be passed by June 1<sup>st</sup>.
3. ASOSU's terms of membership in the OSA shall be specified in the membership agreement that is to be negotiated by a team consisting of the Speaker of the House of Representatives, President Pro-Tempore of the Senate, ASOSU President, and one of the ASOSU delegates to both OSCC and OSERA. At least three of the five members of the negotiation team must consent to any agreement signed.
4. The OSU representatives on the OSA Board of Directors shall be the ASOSU President and one designee from within their administration. The OSU representatives on OSCC, OSERA, and BOD, with the exception of the ASOSU President, shall be nominated by the ASOSU President, and subject to Senate confirmation prior to their official appointment to each board.

### **Title XIII: Inquiry of Commitment**

#### **Section 1: Grounds for Inquiry**

- A. For any employed, elected, or appointed official within the ASOSU who has failed to satisfy the duties of their position as outlined by the ASOSU Constitution and Statutes, an Inquiry of Commitment into the individual in question may be initiated:
- 1. For Senators and Representatives (exclusively in cases expressly defined within these statutes as grounds for an Inquiry of Commitment):
    - i. By the Clerk of the ASOSU Congress; or
    - ii. By the first presiding officer of the member's respective house.
  - 2. For an employee of the executive branch dismissible by the ASOSU President:
    - i. By the ASOSU President, or by any senate-confirmed employee(s) expressly delegated by the President to oversee this process among included staff;

3. For members of the Student Fees Committee (exclusively in cases expressly defined within these statutes as grounds for an Inquiry of Commitment):
    - i. By the Student Fees Committee Chair;
  4. For a judicial councilor (exclusively in cases expressly defined within these statutes as grounds for an Inquiry of Commitment):
    - i. By the Judicial Council Chair;
  5. For any official of ASOSU:
    - i. By a member-at-large of the ASOSU, upon the concurrence of two of the eligible members of the review committee referred to in Section 2 of this title.
- B. The provisions of this title shall not at any time prevent the introduction of Articles of Impeachment, nor a motion for expulsion or initiation of recall, or any other applicable measure of censure or disciplinary action, deemed necessary pursuant to, or otherwise not restricted by, the requirements of the ASOSU Constitution.

## **Section 2: Process**

- A. Upon the initiation of an Inquiry of Commitment, a statement shall be provided by the inquirer(s), in confidence to the person in question (as well as to any faculty advisors and presiding officers of the respective branch of the person in question) with regard to the following:
1. An enumeration of alleged duties neglected, and;
  2. The actions necessary to fulfill position requirements and ensure future compliance;
- B. If, not less than one month following the issuance of an inquiry, the inquirer shall have determined the person in question to have not made satisfactory process toward the fulfillment of their duties, a review process may be conducted by at least four of the following eligible members, comprising a review committee: (1) President of the ASOSU, (2) Vice-President, (3) Speaker of the House, (4) Judicial Chair, (5) President Pro-Tempore of the Senate, (6) Speaker of the House Pro-Tempore.
- C. During the review process, the list of alleged infractions provided by the inquirer(s) shall be reviewed by the committee and presented to the ASOSU employee, elected official, or appointed official in question. After the review a vote shall be taken by the committee as to the relevance of the inquiry. Under both of the following conditions, the inquiry of commitment shall be passed; if the inquiries are deemed valid and the person of interest fails to provide valid reasons for underperformance. If passed, the committee shall provide a summary of its findings for consideration of disciplinary measures up to and including impeachment, expulsion, or termination of employment, as applicable, to the ASOSU Congress and the inquirer.
1. The person of interest shall be notified, and a meeting will be scheduled with the Review committee within one week.



2. If the Inquiry of Commitment is dismissed, the person of interest will be notified as such.

### **Title XIV: ASOSU Events**

#### **Section 1: Land-Use Acknowledgement Statement**

- A. All ASOSU-organized, events on campus shall begin with an acknowledgement to that land they are hosted upon. The acknowledgement shall read as such follows
  1. “Let it be acknowledged that Oregon State University in Corvallis, OR is located within the traditional homelands of the Mary's River or Ampinefu Band of Kalapuya. Following the Willamette Valley Treaty of 1855 (Kalapuya etc. Treaty), Kalapuya people were forcibly removed to reservations in Western Oregon. Today, living descendants of these people are a part of the Confederated Tribes of Grand Ronde Community of Oregon and the Confederated Tribes of the Siletz Indians.”

### **Title XV: Faculty Senate Student Committee Members**

#### **Section 1: Powers and Duties**

- A. Faculty Senate Student Committee Members will be representing the ASOSU at Faculty Senate committee meetings throughout the academic year, excluding summer term at the discretion of the ASOS President. These Members will fill established student seats on various Faculty Senate committees as appointed by the determined process to bring student voice into committee decisions as active voting members. The Faculty Senate Student Committee Members may report to Congress up to once per term if requested.

#### **Section 2: Selection process and Members Requirements**

- A. Students who meet the requirements for candidacy or appointed positions defined in Article VI Section E will need to apply in order to be considered for appointment. The selection process will include submitting a resume, supplemental questions determined by the selection committee, which committees they are interested in, and the level of commitment as defined by Sections 3, 4, and 5 that they are able to uphold for the academic year in which they are applying. The selection committee will review the candidates' recommendation to the ASOSU President which candidates will fill which seats, and an eligibility check will be performed on each candidate who decides to accept appointment. The candidates will be required to complete cultural competency training before beginning their role on a committee. All members are paid a stipend that is determined via the Tier the committee they are appointed to falls under.
- B. Monthly surveys must be completed by each committee member in order to receive their stipend. These surveys will monitor participation and inform the ASOSU about ongoing activity of the committee on which they serve.

#### **Section 3: Tier 1 Committee Member**

- A. Tier 1 committee members have an average time commitment of 8 hours a month.

#### **Section 4: Tier 2 Committee Member**

A. Tier 2 committee members have an average time commitment of 4 hours a month.

#### **Section 5: Tier 3 Committee Member**

A. Tier 3 committee members have an average time commitment of 2 hours a month.

#### **Section 6: Allowances and Compensations**

A. Committee Members will receive \$0.50 above the minimum wage of the state of Oregon for the hours according to the tier that their committee falls under. All committee members are paid the same rate, but work different hours depending on their Tier. This pay will be given monthly during the academic year.

B. Any Faculty Senate member may choose to forgo compensation for any reason.

1. Should a Faculty Senate member choose to forgo compensation their responsibilities will not be reduced