### Preface Reference Overview

**Section 1: Purpose**

The Associated Students of Oregon State University (“ASOSU”) serves as the recognized student government, as defined by applicable law, for all OSU students it is thereby recognized to represent. The foundational basis for the ASOSU’s operations is found in its Constitution, voted upon by the students directly.

The Constitution also permits lower-level, organization-wide rules and procedures (above which the Constitution takes precedence) to be established through the Senate, with the president’s opportunity to sign or veto, and at any time subject to Judicial Council (JC) review. These are assembled and codified as the ASOSU Statutes (hereafter “Statutes” or “these statutes”).

**Section 2: Notation**

The Statutes are assembled in hierarchical lists, ordered sequentially by Title, Section, Subsection, Paragraph, Subparagraph, Clause, and Subclause.
Section 3: Compliance with Applicable Law
Any statute or act of the ASOSU, or its constituent parts or agents, which violates any concurrent state or federal law, or a binding rule or policy under the authority of the governing board of the university, is thereby rendered null and void. However, any statute or act thus removed from effect may resume its stated purpose if the cause for its removal ceases to exist, and the ASOSU has not repealed or terminated the statute or act itself.

Section 4: Dates Effective and Severability
Except where otherwise specified, all statutes or acts of the ASOSU, or its constituent parts or agents, take effect immediately upon passage or authorization, and unenforceable clauses may be severed without affecting the remaining provisions.

Title I  Student Senate

Section 1: Seats and Constituencies
A. The ASOSU Student Senate (“Senate”) shall be composed of 18 seats.
B. The Senate is proportionally divided between seats representing graduate students (“graduate senators”), and separate seats (“undergraduate senators”) representing undergraduates and all other members of the ASOSU.
   a. This division of the Senate into graduate and undergraduate constituencies takes effect on June 1, 2024, pending the completion of constitutionally mandated review processes.
      i. Unless or until the division of the Senate into graduate and undergraduate constituencies takes effect, the number of seats in the Senate will remain at 18, comprising an at-large constituency including all members of the ASOSU.
C. All persons serving in the ASOSU Senate, as convened under the Constitution in effect prior to June 1, 2023 (“predecessor Constitution”), whose terms of office under the predecessor Constitution would extend beyond June 1, 2023, are hereafter referred to as “legacy senators”:
   a. Any legacy senator who is eligible for office as either an undergraduate or graduate senator (or other Senate seat) at noon on June 1, 2023, will at that time assume one of these seats corresponding to the legacy senator’s eligibility.
      i. No later than February 14, 2023, or two days prior to the final closure of candidate registration (whichever comes last), legacy senators may expressly notify the chair of the ASOSU Elections Committee that they decline to serve in the Senate beyond noon on June 1, 2023, constituting an irrevocable advance resignation.
      ii. For the 2023 ASOSU Election, the number of seats made available to candidates for election to a Senate constituency will equal the full apportionment, minus the number of legacy senators scheduled to assume apportioned seats who did not decline to do so prior to the deadline and are not elected to another position in the 2023 ASOSU Election.
D. Paragraph 1(B)a and Subsection C of this section shall be in effect until June 2, 2024, after which they may be removed, along with Subsection D.

Section 2: Member Duties
A. Members of the Senate shall:
   a. 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. Comply with all organization-wide policies applicable to officials of the ASOSU including applicable standards of ethics and conduct.
   c. In accordance with the Standing Rules of the Senate, observe all binding rules of procedure, conduct, and participation, established by the Senate itself (see APPENDIX A).
   d. Senators shall be seated on a minimum of one standing committee.
      i. Should a senator not want to serve on any existing ASOSU committee, they may instead choose any existing university committee, including any Faculty Senate committee, with open student seats. The senator must, in good conscience, feel that serving on their chosen committee can bring some benefit to the student body. This may also include a Student Advisory Board, if that Advisory Board is not that of an incidental fee funded unit (CAPS, SHS advisory boards, etc.).
ii. The senator must inform the President pro tempore of their chosen university committee, and shall make committee reports during meetings at the designated time should there be one.

iii. When a chosen university committee requires students to be appointed by the ASOSU President, Senate appointments to that university committee shall be subject to approval of the ASOSU President.

iv. Should serving on a university committee normally include compensation, the senator may choose between receiving the committee’s normal compensation or their Senate compensation.

v. If the presiding officer is unable to fill each standing committee of the Senate to a minimum of four members, the Vice President may require a member to serve on a standing committee.

e. Senators shall follow all outreach requirements outlined in the Standing Rules.

B. Officers of the Senate:

a. The President pro tempore of the Senate and any other officers therein elected shall:

i. Observe all duties otherwise applicable in their capacities as members.

ii. Make a good faith effort to familiarize themselves with the rules of procedure contained in the Standing Rules of the Senate, and ensure fellow members of the Senate are aware of these rules when necessary.

iii. Consult with the Vice President, in the position’s capacity as President of the Senate, to determine any opportunities for the facilitating operations in the mutual interest of both parties.

iv. Assume duties established for the Vice President in the position’s capacity as President of the Senate, when deferred by the Vice President with due notice (see Article II § B(A)3).

b. Other Officers

i. Other officers may be created under the procedures in the Standing Rules of the Senate.

C. Meetings and Attendance

a. Regular meetings of the Senate shall occur every Tuesday at six o’clock in the evening, and shall occur at the same location for the entire session of the Senate. The Vice President or the Senate Pro Tempore may alter meeting times and locations with the consent of the majority of elected members. Regularly scheduled meetings shall not take place during Finals Week or any Campus Holidays.

b. Vote by proxy shall not count against the attendance of the Senator. Proxies may not vote in Disciplinary Proceedings.

D. Non-Compensated Members

a. Senators opting out of pay shall not be required to serve on committees. However, they still must attend all senate meetings and fulfill their outreach requirements as outlined in the Standing Rules.

E. Quorum

a. The membership quorum for convening a meeting of the Senate shall be a simple majority of the currently elected Senators.

Section 3: Organization of the Senate

A. The Senate shall:

a. Convene committees for the purposes of budgetary review and developing policy improvements, whether internal or external to the ASOSU’s processes. The Senate may maintain committees for these and other purposes in its Standing Rules (see APPENDIX A).

b. Unless otherwise stipulated in its Standing Rules, convene a legislative session beginning at its first official meeting with a quorum of members in attendance, and adjourning on or before the last day of its members’ term of office.

i. “Legislative session” refers to a continuous period wherein a bill or resolution introduced by a member within that same session may be acted upon by the Senate.

ii. Ensure the means of observing its proceedings are readily accessible by the student body and broader public, except where permitted otherwise by applicable law.

B. The Senate may review or pass requests for the collection of incidental fees. As of the passage of this statute, this shall be a prerogative of the Senate in its entirety, rather than a set of seats thereof elected expressly and exclusively for this purpose. However, the alternative option may be established by subsequent legislation, if consistent with the provisions of the Constitution.

C. The Senate may establish its own non-binding, special committees for the standing or temporary purpose of exploring an issue of importance, or may legislate such committees as Independent Bodies of the
Executive Branch (see Title II § D) pursuant to the Constitution. In doing so, the Senate shall identify at least one person whose responsibility it is to organize an initial meeting, and to notify the specified membership.

a. As long as the non-binding, consultative character of the committee is preserved, any member of the ASOSU, regardless of membership in a branch of government or lack thereof, is eligible for membership.

Section 4: Legislation
A. Legislation shall be designated by:
   a. Legislation shall be numbered as "SB" (Senate Bill) or "SR" (Senate Resolution), followed by a dash, the year of the Senate, a period, and a sequential bill number (e.g., SB-69.01, for the first bill of the 69th Senate).
   b. All legislation, resolutions, and articles of impeachment are subject to two readings.
B. No legislation varying the compensation for services of Senators shall take effect until the following session of the Senate.

Title II Executive Leadership

Section 1: Leadership and Staff
A. President
   a. Duties as President:
      i. The President shall conduct the administrative business and correspondence of the Executive Branch.
      ii. Following the signature or veto of a resolution or bill of the Senate, the President or designee will promptly notify the appropriate Records Officer (see Title V).
      iii. The President shall be responsible for performing policy oversight and providing assistance to the executive committees, services, workgroups, and staff of the Executive Branch.
      iv. The President is authorized to delegate any and all powers they deem 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.
      v. The President shall represent ASOSU at official and social functions.
      vi. 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.
   b. Duties as may be established or recognized by:
      i. Corresponding departments or affiliates of OSU:
         1. The President shall serve, if the ASOSU is called upon to do so, on the following bodies, or their successors:
            a. Athletics Intermediary Committee
            b. Student Fees Committee
            c. OSU Campus Planning Committee
            d. OSU Faculty Senate
            e. Memorial Union Student Advisory Board
            f. OSU Beaver Store, Inc. Board of Directors
            g. OSU President’s Cabinet
            h. OSU’s Undergraduate Education Council
            i. OSU’s Commencement Planning Committee
         2. The Governor of the State of Oregon:
            1. The President shall be in charge of the student government’s process for recommending candidates for student trustee on the OSU Board of Trustees (“BOT”), for nomination by the Governor to the Oregon Senate.
               a. The ASOSU President may begin this process nine months prior to the known end of term of the Student Member, after consulting with the BOT and the OSU Office of Government Relations.
               b. The ASOSU President shall create a nomination committee, and work to provide several names to the Governor’s Office, or, in the event that the Student Member is
eligible for a second term of service, inform the Governor’s Office that they support a second term of service of the Student Member.

c. 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. The Nomination Committee shall consist of at least:
   i. The President
   ii. Current student trustee(s)
   iii. One student recommended by any legally recognized labor union recognizing student workers, whether graduate or undergraduate:
   iv. One trained search advocate.

d. The President shall consult with the Governor’s Office following the above search process, and prior to the Governor’s nomination of a candidate to the Oregon Senate.

B. Vice President
a. Duties as Vice President:
   i. The Vice President shall provide supervision to staff reporting to the president, consistent with the procedures established by the executive branch.
   ii. The Vice President shall stand ready in matters of oversight, policy, and structural support for the basic constitutional and statutory functions of the executive branch.
   iii. As the constitutionally designated successor to the President in the case of an early vacancy, the Vice President shall familiarize themselves with the ongoing work and responsibilities of the President.
   iv. As the constitutionally designated appointing authority for the Elections Committee (see TITLE VIII), the Vice President shall appoint a functional quantity of members to the Elections Committee no later than Week 6 of fall term, as mandated by the Constitution.
      1. If a conflict of interest (e.g., if the Vice President were running for office) would prevent making appointments, the Vice President shall notify the Chair of the Judicial Council no later than Week 4 of fall term.

b. Standing in for the President:
   i. Where these statutes establish a requirement for the President, which the President is unable to fulfill for reasons for schedule or otherwise, the Vice President assumes these duties if the President expressly chooses to defer to the Vice President on a temporary or standing basis, with due notice provided.
      1. These include the university committees listed above.
      2. This clause may not be interpreted to allow the assumption by the Vice President of powers constitutionally reserved to the president (e.g., vetoing a bill or resolution).

c. As President of the Senate:
   i. As the constitutionally designated President of the Senate, the Vice President may defer administrative responsibilities pertaining to the Senate to the President pro tempore of the Senate (or other Senate officers) on a temporary or standing basis, with due notice provided.
      1. This clause may not be interpreted to allow the Vice President to delegate duties to the President pro tempore not substantiated by the Standing Rules of the Senate or the Constitution.
   ii. The Vice President, as President of the Senate, must ensure that sponsored legislation received from a member of the Senate is promptly distributed to the entirety of the Senate’s membership. The Vice President shall also (unless deferred to a Senate officer with due notice):
      1. Draft agendas for regularly scheduled meetings, including newly sponsored legislation as part of the normal course of business, or postpone this inclusion. Regardless, the Vice President may not prevent its introduction to the floor when a motion to adopt an agenda or enter a reading is duly motioned in the Senate.
      2. Ensure that scheduled meetings of the Senate and associated materials are publicized in accordance with public meeting law.

d. Duties as may be established or recognized by:
   i. Corresponding departments or affiliates of OSU:
1. The Vice President shall serve, if the ASOSU is called upon to do so, on the following bodies, or their successors:
   a. OSU Provost’s Council
   b. Recreational Sports Student Advisory Board

ii. The OSU Alumni Association:
   1. According to reciprocal interest, support the organization of an Alumni Event (Brunch/Homecoming/Advocacy Gathering) sponsored by the Alumni Association and/or ASOSU, and invite campus stakeholders.

C. Staff and Workgroups
   a. The President may establish workgroups within executive staff. The President shall establish position descriptions to guide staff employed under the executive branch.
   b. Executive staff positions established by the President shall collectively fulfill each of, but not limited to, the following duties:
      i. General Programming
         1. Assist in the scheduling, coordination, meetings, and programming needs of the executive branch which may arise.
         2. Report to the ASOSU Senate at least once per term, a summary of the expenditures and finances of the ASOSU, prepared in consultation with the President.
         3. Communicate with 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.
         4. Develop media to raise public and community stakeholder awareness of activities by the student government.
      ii. Policy Advocacy
         1. Communicate with local, state, and federal representatives on policy priorities under the direction of the ASOSU President.
         2. Monitor events relevant to ASOSU’s identified policy priorities, particularly state legislative and local government efforts.
         3. Invite public officials to visit the OSU Corvallis campus and provide a forum for OSU student dialogue on public policy issues.
         4. Collaborate with the student government, OSU community members, and government officials to support events, programs, and policy priorities related to environmental sustainability.
         5. Support campaigns surrounding Earth Day, including external programming such as campus Earth Week activities, according to available opportunity and interest in ASOSU’s involvement.
         6. Collaborate with the student government and OSU community members to support accessibility and disability accommodations and policies.
         7. Collaborate with the student government and OSU community members to promote events and programs related to mental health and wellness advocacy and policy.
      iii. Diversity and Inclusion
         1. Collaborate with the student government, University stakeholders, and campus organizations on issues and advocacy pertaining to institutional diversity and inclusion.
         2. Maintain productive relationships between the student government and Cultural Resource Centers (CRCs), University resource institutions, and student cultural organizations.
         3. Collaborate with INTO OSU, International Services, and international student organizations to advocate policies and support programming related to the interests of international students.
         4. Collaborate with University partners to address issues in higher education related to sex, gender, interpersonal safety, and Title IX of the Education Amendments of 1972 (20 U.S.C.)
         5. Support campaigns surrounding Sexual Assault Awareness Month, including external programming such as the Take Back the Night event, and the It’s On Us campaign.
6. Collaborate with the Student Veterans Association, Military and Veteran Resources Center, and other student veterans’ organizations to advocate policies and support programming related to the interests of student veterans.

7. Collaborate with University institutions and student organizations to advocate policies and support programming related to the interests of non-traditional students and their families.

8. Collaborate with LGBTQ+ University institutions and student organizations to advocate policies and support programming related to the interests of LGBTQ+ students.

D. Pilot Cultural Lounges
   a. Project Coordinators
      i. Up to four independent positions of the executive branch, which may be filled by student employees, are established to provide for the regular support and development, for each respective project, of a physical space or set of programs, or both, which may involve policy review and community involvement, within the purview of a lounge, center, or incubator project space, as follows:
         1. Supporting disability access and community belonging on campus, including for students and community members with and without formal documentation of disability (up to two positions).
         2. Supporting the access and community belonging of international students and students with family abroad; and related matters for other members of the campus community, including faculty and staff (up to two positions).
         3. Additional positions for the purposes under this section may be established by executive directive or subsequent legislation, as appropriate.
      ii. Positions under this section will report to the Steering Committee on Pilot Cultural Lounges as requested.
      iii. For the projects detailed above in Paragraph (i)(1-3), positions are independent in the sense that they work in connection with the Steering Committee on Pilot Cultural Lounges, and may not have the required duties of their positions expanded beyond those provided by statute, except through subsequent legislation.
      iv. These positions may report, for employment purposes, to the ASOSU Diversity and Inclusion Director, or equivalent position, or to the ASOSU President, or designee, by determination of the ASOSU President.
      v. The ASOSU President shall determine the appointment of positions under this section, and is advised to include members of an above-referenced steering committee on any hiring committees for this purpose.
   b. Steering Committee
      i. An independent body of the Executive Branch, entitled the Steering Committee on Pilot Cultural Lounges, is established with the following duties, which may include, but are not limited to, the following:
         1. Engage with all necessary stakeholders in ASOSU and OSU administration to ensure timely establishment of these pilot programs.
         2. Provide strategic direction (which may constitute information, legislative or fiscal considerations, and advice within the limitations of the independent body designation) to the students hired for positions in these pilot programs.
         3. Work with ASOSU advisors and other relevant stakeholders to ensure effective data collection on usage and need of these programs.
         4. All members of the ASOSU are eligible for appointment to this committee. The minimum composition of the committee shall be appointed by the President as follows:
            a. Two members from the Senate
            b. Director of Diversity and Inclusion, or equivalent position
            c. Coordinator for International Students, or equivalent position
            d. Coordinator for Wellness and Accessibility, or equivalent position
            e. Any position reported to under Title II § 1(D)a shall serve as a non-voting, ex-officio member.
      ii. The committee shall elect a chair from within its membership for logistical support and to lead these efforts.
iii. The goals of the Steering Committee are determined to have concluded at such time as determined by a majority of the committee.

iv. Relevant stakeholders from the OSU administration may also be invited by the committee as non-voting, ex-officio members and may contribute as per their availability. Meetings of the committee are also open to the student body.

v. The committee shall report its progress to the Senate upon request.

vi. Additional members can also be appointed through majority vote of the committee.

E. Independent Entities
   a. The classes of independent entities referenced in this subsection are recognized in accordance with all limitations provided in Article II of the ASOSU Constitution.
   b. Independent Offices
      i. The Records Officers established in these statutes (see Title V), including the Records Clerk and Archivist, constitute independent offices of the Executive Branch. Except as provided in these statutes, these positions are not subject to directives of the President.
      ii. The Project Coordinators for Pilot Cultural Lounges established above (see Section D) constitute independent offices of the Executive Branch. Except as otherwise provided in these statutes, these positions are not subject to the directives from and do not report to the President with respect to the execution of its duties.
   c. Independent Bodies
      i. The Student Fee Committee (SFC) established in these statutes (see Title IV) constitutes an independent body of the Executive Branch. Except as provided in these statutes or the bylaws of the SFC, neither the SFC, nor its members, are subject to directives from and do not report to President with respect to the execution of its duties.
      ii. The Steering Committee on Pilot Cultural Lounges established in these statutes (see Section D, above) constitutes an independent body of the Executive Branch. Except as provided in these statutes, neither the committee, nor its members, are subject to directives of the President with respect to the execution of its duties.
   d. Independent Services
      i. Subsequent legislation may list independent services under this subsection.

Title III Judicial Council (JC)

Section 1: Composition of the Council
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.
   a. The President shall appoint no more than five members to the Judicial Council.

Section 2: Councilor Duties
A. Judicial Councilors shall:
   a. 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. Contribute to writing of majority, plurality, concurrent, or dissenting opinions, depending on their vote.

B. The Judicial Council Chair shall:
   a. 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. Be chosen from among the membership of the Judicial Council, in accordance with the Constitution, and allowed to vote in all rulings of the Judicial Council.

C. Ethics and Compliance Councilor
   a. A designated committee of the Senate shall consult with the Judicial Council in drafting an ASOSU Code of Conduct for Officers, Employees and Elected Officials.
      i. This drafted Code of Conduct and subsequent changes shall be submitted to the Senate for consideration of these recommendations. The ASOSU Senate shall periodically establish conduct requirements by statute.
ii. The existence of a Code of Conduct produced by the Committee shall not take precedence over standards established by university policy or applicable law.

b. One or more Ethics and Compliance Councilor(s) shall be elected by the Judicial Council from within its membership.

i. In the event of a breach of the duties of an office, or of the trust of the student body or university community, in the determination of the Ethics and Compliance Councilor(s):
   1. The councilor may forward matters relevant to the presentation of disciplinary proceedings against elected, appointed, and hired members of the student government, to a designated Senate committee, or to the Senate directly.
   2. 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.

Section 3: Proceedings of the Council

A. Cases
   a. The Judicial Council shall review and adjudicate issues and disputes arising:
      i. 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.
      ii. Between the branches of the ASOSU. In these cases, a “Writ of Judicial Inquiry” shall be submitted by the branch which is charging another branch of the ASOSU.
         1. In cases involving the Executive Branch, the President, or a delegate thereof from within the branch, shall act as advocate for the branch;
         2. In cases involving the Legislative Branch, the President pro tempore of the Senate, or a delegate thereof from within the branch, shall act as an advocate for the branch.
      iii. The Judicial Council as a whole, or at least one of its members, shall review all legislation passed by the Senate for areas of judicial interest and constitutionality.
      iv. As otherwise provided by the Constitution.

B. Policies and Procedures
   a. The Judicial Council may establish or amend its policies and rules of procedure by majority vote, but in accordance with these statutes and constitutional requirements.

C. Decisions
   a. 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 Citations.
      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 President pro tempore of the Senate, within Seven days of the final ruling.

D. Reporting and Documentation
   a. The Records of the Judicial Branch shall be stored in Archives hereafter referred to as the Judicial Branch Archives, and shall include all cases, sealed or otherwise.
      i. Required Items to be cataloged shall include, but are not limited to:
         1. All rulings and opinions
         2. Writs of inquiry
         3. Writs of Appeal
         4. Case records
         5. Writs of Judicial Review
         6. Court Procedures
         7. Record Distribution
   b. The Judicial Branch Archives shall be organized by specific Year and specific Court and subcategorized alphabetically by “prosecutor” vs. “defendant”.
   c. The Judicial Council Chair shall coordinate with the necessary Records Officers to ensure the Judicial Branch Archives as possible can be included in the broader records of the ASOSU, to the greatest extent possible.
E. Subsidiary Courts, Forums, or Committees
   a. Subsidiary courts, or other judicial forums or committees, may be established by subsequent legislation (which may also reorganize such subsidiaries and their jurisdiction), or by the Judicial Council directly by way of its policies.
   b. 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.

Title IV  Student Fees

Section 1: Authority and Responsibility
   A. By state law, the Oregon State University (OSU) Board of Trustees (OSU Board) is required to collect mandatory incidental fees upon the request of the recognized student government, and the OSU Board or OSU President may only refuse the fee or use of the fee under circumstances as set forth in ORS 352.105(2).

Section 2: Purpose
   A. Student fees are used only to fund programs that are advantageous to the cultural or physical development of the students. Mandatory incidental fees are assessed quarterly to each student and shall be used to fund specific campus units and their activities, programs, services, and staff.

Section 3: The Student Fee Committee
   A. The SFC is an independent committee of the Executive Branch of the ASOSU Student Government, and shall consist of at-large members and fee-funded unit liaisons. The SFC Chair and the five at-large members shall be elected during the ASOSU General Election. Each Student Advisory Board (SAB) shall elect a liaison to serve on the SFC, subject to confirmation by the ASOSU Senate. The ASOSU President shall sit as an ex-officio, non-voting member of the SFC.
      1. Members shall serve for one academic year terms, unless re-elected by the student body or the relevant SAB. Terms shall begin at noon on June 01 and end at noon of June 01 of the following year.
      2. Each SAB shall elect its chair and notify the SFC Chair of the SAB’s decision by April 15.
      3. The SFC Chair and the Chair-elect shall work together during Spring term to plan for a smooth transition and conduct training for the new SFC.
      4. In the event that a unit liaison is recommended by the SAB of a fee-funded unit prior to June 1 of that same year (“June 1,” hereafter in this subsection), for the SFC convening after June 1, that liaison may be nominated to the Senate prior to that date.
         i. Liaisons under this section are considered fully appointed and holding their seat on the incoming SFC, without any inherent connection to, or rights of membership accorded within, the outgoing SFC (except by virtue of prior or separate membership).
         ii. Candidates to be liaisons under this section, though their terms of office may officially begin prior to June 1, may not convene a meeting of the SFC, nor exercise duties reserved for the SFC as a whole, nor receive compensation (except as otherwise provided in these statutes), prior to June 1.
      5. In the event that a unit liaison is recommended by the SAB of a fee-funded unit prior to June 1 of that same year (“June 1,” hereafter in this subsection), for the SFC convening after June 1, that liaison may be nominated to the Senate prior to that date.
         i. Liaisons under this section are considered fully appointed and holding their seat on the incoming SFC, without any inherent connection to, or rights of membership accorded within, the outgoing SFC (except by virtue of prior or separate membership).
         ii. Candidates to be liaisons under this section, though their terms of office may officially begin prior to June 1, may not convene a meeting of the SFC, nor exercise duties reserved for the SFC as a whole, nor receive compensation (except as otherwise provided in these statutes), prior to June 1.
      6. [This paragraph was left blank in the engrossed copy of SB-82.]
C. The SFC shall internally elect one of the at-large members to serve as Vice Chair to assist the Chair in the execution of their duties.

D. Should an at-large seat become vacant, a committee comprising the ASOSU President, SFC Chair, and SFC Vice Chair (or another member of the SFC) shall open applications for and nominate a qualified individual to serve for the remainder of the term of office, subject to confirmation by the Senate.

E. Should a unit liaison seat become vacant, the position shall be filled utilizing the same process identified in section 3 (A)(3) of this Title.

F. Members of the SFC shall be required to report to the Senate upon request.

Section 4: Student Advisory Boards

A. All incidental fee-funded units shall establish a Student Advisory Board (SAB).

B. All SABs will establish and follow bylaws, a template for which shall be made available by the SFC.

C. Units must, at a minimum:
   1. Have a student to serve as Chair of the board;
   2. Have a student to serve as the unit’s liaison to the SFC;
   3. Hold and broadly advertise open hearings at which the unit’s proposed budget will be discussed and acted upon;
   4. Record and make available minutes of any meetings at which the unit’s budget is discussed;
   5. Demonstrate to the SFC in their budget proposal that student feedback was solicited in the process of creating and submitting their budget.

D. Incidental fee-funded units will solicit input from their SABs on the following considerations:
   1. Incidental fee budget proposals and decision packages;
   2. Strategic planning, annual reviews, and other strategic decision-making processes;
   3. Evaluation of new programs, services, and positions;
   4. Program, service, and position elimination.

E. SABs shall hold open hearings on all incidental fee budget requests prior to submission of such requests to the SFC. The dates, times, and locations of these meetings shall be publicized broadly across campus.

Section 5: Process for Collection of Mandatory Incidental Fees

A. Limitations
   1. All allocations of mandatory incidental fees must follow state and federal laws, University policies and standards, and the ASOSU Constitution and Statutes. In no way shall the collection or use of mandatory incidental fees violate the guaranteed rights of any person under the Constitution of the United States or the Constitution of the State of Oregon.

B. Formation or Realignment of Incidental Fee-Funded Units
   1. University units not currently receiving incidental fee funding may request the SFC authorize the group to either:
      i. Form a new incidental fee-funded unit; or
      ii. Merge with an existing incidental fee-funded unit.

   2. Requests for the formation of new incidental fee-funded units must:
      i. Establish the general purpose of the new unit and explain how or why an existing unit is not able to adequately serve the interests of the proposed unit;
      ii. Identify a student to serve as the new unit’s SAB Chair;
      iii. Identify at least four (4) other students to serve as members of the new SAB;
      iv. Identify a faculty member to serve as the unit’s SAB advisor.

   3. Requests for mergers with existing incidental fee-funded units must:
      i. Explain why their existing unit does not adequately meet their needs or align with their mission; and
      ii. Provide evidence of support from the acquiring unit.

   4. University units currently receiving incidental fee funding but seeking to form a new unit or merge with a different, existing incidental fee-funded unit shall also follow the above processes.

   5. Should the SFC approve a unit’s request to form a new or merge with an existing incidental fee-funded unit, the SFC shall forward that request to the Senate for approval.

   6. Upon approval by the Senate, the new unit’s SAB shall:
      i. Adopt bylaws in accordance with the bylaw template provided by the SFC; and
      ii. Work with Financial Strategic Services for Student Affairs (FSS), ASOSU, and SFC leadership to prepare for the incidental fee-setting process for the following fiscal year.

Section 6: Contingency and Supplementary Fund
A. The Student Fee Committee (SFC) shall budget annually for a contingency and supplementary fund. Over-realized student fee income also becomes a part of this fund.

B. These funds shall be carried over from year to year in accordance with Higher Education Coordinating Commission and OSU Policies and Standards guidelines or allocated to activities as deemed necessary and approved by the ASOSU and the university president.

C. The purposes of the contingency and supplementary funds are to:
   1. Provide for under-realization of income to major budgets;
   2. Meet the emergency funding needs of fee-funded programs;
   3. Meet unexpected funding needs of fee-funded programs. The SFC has the ability to interpret what the term unexpected means for each unique situation;
   4. Correct unanticipated accounting errors;
   5. Provide funding for any program or activity that is in the best interest of the student body as determined by the SFC, provided that there is a plan to absorb recurring expenses by a regular budget in the next budget cycle; and
   6. Provide funding for programs, activities, or units that have been newly approved to receive funding from the incidental fee and was not able to participate in the latest budget cycle, provided that there is a plan to regularize the budget in the next cycle.

D. The contingency and supplementary funds shall not be used to provide funding for programs previously disallowed by an SAB, unless subsequently approved by the SAB.

E. Any organization or program currently allocated student fee funding is eligible to request an allocation from this fund. All requests for allocations must have the approval of their SAB prior to submission to the SFC. All requests must comply with the SFC guidelines. The request should be composed of the following:
   1. Explanation for why the requested amount cannot be supported by/is not appropriate to fund through the unit’s fund balance;
   2. Overview of current fund balance and narrative as to why this unit cannot support the requested amount; and
   3. Explanation for the urgency of request.

F. A request will be submitted to the SFC for approval, denial, or modification.

G. Upon passage of a fund request the SFC will submit the recommended fee allocation to the Senate Standing Committee on Budgets for approval.

H. Upon approval by the Senate Standing Committee on Budgets, the request shall be forwarded to FSS for dispersal of funds.

I. Programs or services receiving allocations from this fund should make the transition from to annual budget request funding as soon as possible. If budget cycles do not allow for the next most immediate fiscal year’s budget to include the program or service in its budget, because the budgeting cycle has already passed, then the program or service may request up to one additional year’s worth of allocation from this fund.

J. The Vice Provost of Student Affairs, or their designee, may approve contingency fund allocations to units in emergency situations. An emergency is a situation that requires immediate funding, the circumstances of which are urgent enough that the prescribed allocation process and associated timeline are not sufficient.

Section 7: Capital Construction Initiatives

A. Any initiative proposed by ASOSU that calls explicitly for the allocation of funding for capital construction projects as defined by OSU Policies and Standards shall be a capital construction initiative.

B. The members of ASOSU shall have the power to propose student funding of capital construction projects under a process known as capital construction initiative.

C. All capital construction initiatives must be sponsored by students.

D. A proposed capital construction initiative must:
   1. Already have gone through the space allocation and approval process of the OSU Campus Planning Committee;
   2. Include cost estimates and thorough plans;
   3. Be sponsored by a unit’s SAB which will be responsible for all accounting of project funds;
   4. Present an education campaign to the SFC providing adequate and detailed plans as to how the student body will be informed of the project;
   5. Obtain majority approval of the SFC, which will determine the priority of each capital construction initiative and will determine the number of capital construction projects per election and fiscal year; and
   6. Obtain majority approval of the Senate.

E. Once approved by the Senate, a capital construction initiative petition containing the full text of the financial initiative, including an explanation of the building/facility and a disclaimer that signature is a vote in favor of
the building/facility proposed and not an endorsement of the programs which may or may not be offered therein, shall be signed by 15% of current fee-paying students. The ASOSU Elections Committee shall verify the signatures; if a petition meets the requisite number of signatures, the initiative shall be placed on the ballot for the next election.

F. A completed petition must be dually submitted to the SFC and to the ASOSU Judicial Council with proper documentation of a completed education plan one month prior to the election.

G. The capital construction initiative must be voted on during the ASOSU general election and pass with a simple majority approval. A special election may be held, but shall require 75% of the prior year’s general election turnout to be valid. Special elections shall also require a simple majority approval.

H. The initiative, once approved, will be forwarded to the OSU President for decision (or, if required, recommendation to the OSU Board or request to the Higher Education Coordinating Commission for state funding).

I. Capital construction initiatives cannot be repealed.

Section 8: Removal of a fee from the scope of the SFC

A. A specific fee can be removed from the scope of the mandatory incidental fee-setting process in the following circumstances:
   a. The SFC decides to recommend that the unit/services no longer be supported through mandatory incidental fees and instead be supported by the University in other ways (or dissolved by the University); or
   b. The SFC combines budgets or programs across more than one incidental fee funded unit.

B. Initiation of fee removal
   a. Through a Student Advisory Board
      i. A memo including detailed explanation of the SAB’s desire, and supporting justification describing the removal of a fee, should pass with at least a two-thirds majority for a review process by the SFC.
      ii. The memo must include answers to questions defined later in this section.
   b. Through the Student Fee Committee
      i. A member of the SFC provides a statement with a rationale behind why this fee shall be removed from the incidental fee
      ii. SFC members vote on this statement. If passed by at least a two-thirds majority, the removal of fee will go into the review process by the SFC

C. Review process by the SFC
   a. A formal memo shall be produced with the following questions answered, as well as any additional questions proposed by the SFC:
      i. How will the mission of the fee continue to be advanced?
      ii. How will the removal of fee from incidental funding impact the students, staff and other stakeholders? What steps are being taken to mitigate the most impacted individuals?
      iii. Are there other student fee funded units and/or organizations that can fill the gap that would result from the removal of this fee?
      iv. What next steps need to be taken for the removal of the fee to occur?
   b. The SFC shall host at least one public hearing for students to provide public comment.
   c. After completion of the public hearing(s), the SFC shall vote on a recommendation to remove the fee or not. A two-thirds majority is required for the fee to be recommended for removal by the SFC to the Senate. A bill with the recommendation as passed by the SFC will be sent to Senate.

D. A recommendation can be provided by the SFC to the University as to whether the fee should be allocated elsewhere, or totally removed, if the resolution is to remove incidental fee from purview of the SFC.

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**Title V**

**Records and Archiving**

Section 1: Records Officers

A. Support Staff Designation
   a. Records Officers under this section (including the Records Clerk and Archivist) constitute support staff in the form of Independent Offices, as defined in the Constitution. These positions are not staff of, nor report to, the President, except to any extent included in these statutes.

B. Records Clerk
a. The Records Clerk shall be appointed by a committee comprising the President, Vice President, SFC Chair, and JC Chair, and subject to the confirmation of each year’s Senate.
   i. In the event of a tie, the President shall break the tie.

b. The Records Clerk shall report to the President, or other designee of the President, as an independent employee of the executive branch serving under the President.
   i. This provision shall not permit presiding officers or an officer of the executive branch to direct the work of the Records Clerk where not provided by statute, except when the Records Clerk volunteers to do so.

c. The Records Clerk shall serve as the primary point of contact between ASOSU and Oregon State University’s Office of the General Counsel with regard to record retention and preservation requirements.

d. The Records Clerk shall advise the Senate, 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.

e. The Records Clerk shall:
   i. Maintain minutes and agendas approved by the ASOSU Senate and, if provided and available, by the Student Fee Committee and Judicial Council;
   ii. Record minutes at the public meetings of these bodies subject to the revision and approval thereof;
   iii. 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.
   iv. The ASOSU Records Clerk shall be responsible for tracking the status of legislation and ensuring they are forwarded to the correct body leaders upon passage. Upon being signed into effect or vetoed, all legislation shall be sent to the Archivist for archiving.
   f. Upon passage of any legislation, the Records Clerk shall gather the signature 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.

C. Archivist

a. The Archivist shall be appointed by a committee comprising the President, Vice President, SFC Chair, and JC Chair, and subject to the confirmation of each year’s Senate.
   i. In the event of a tie, the President shall break the tie.

b. The Archivist shall report to the President, or other designee of the President, as an independent employee of the executive branch serving under the President.
   ii. This provision shall not permit presiding officers or an officer of the executive branch to direct the work of the Archivist where not provided by statute, except when the Archivist volunteers to do so.

c. The Archivist shall maintain files and archive documents when necessary for ASOSU business including, but not limited to, the following:
   i. Legislation (resolutions or bills) formally introduced by members of the ASOSU Senate, and any other materials pertinent to the institutional memory of the Senate in the judgment of its primary presiding officer or a majority of its membership;
   ii. 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 judgment of its chair or a majority of its membership;
   iii. Upon request, records of the additional proceedings of any branch of the ASOSU, subject to the available time and best discretion of the Archivist;
   iv. An up to date record on the current membership of the Senate, the Judicial Council, the SFC, and the Executive Branch, as well as any committees members of ASOSU Student Government are currently serving on.

d. The Archivist shall ensure that the ASOSU Statutes are updated regularly to reflect any recently passed legislation, in consultation with the Student Government Committee if necessary.

e. The Archivist shall work with body leaders and any necessary stakeholders (Special Collections and Archives Research Center, Barometer, and others) in the collection and digitization of past ASOSU records in a publicly accessible place, including but not necessarily limited to, the following:
   i. Legislation (resolutions or bills) passed and signed by the ASOSU President in previous years;
ii. The composition of previous years membership of the ASOSU Senate, SFC, Judicial Council, and Executive Branch, when possible;

iii. Unsealed writs from previous years’ Judicial Councils;

iv. Other materials, as requested by the ASOSU President or respective body leaders, subject to the best discretion and available time of the Archivist.

f. The ASOSU Archivist shall be responsible for ensuring the names and positions listed on the ASOSU website are updated to reflect changes on a regular basis.

Title VI Organizational Policies

Section 1: Start and End Dates of Terms of Office
A. Terms of office for the judicial councilors begin following their confirmation by the Senate. All other constitutionally defined term lengths begin following the corresponding election on June 1, at 12:00 p.m. Pacific Time, and end at the specified duration thereafter.
B. Offices established under these statutes, if not stated otherwise, begin upon their appointment (including any required confirmation proceedings) on June 1 at 12:00 p.m., and end on the following June 1, at 11:59 a.m. Pacific Time

Section 2: Training Requirements for Elected or Appointed Offices
A. Each person assuming an office under the ASOSU Constitution, including positions established under these statutes, shall complete a training on Diversity and Inclusion in the workplace or at OSU, either through a training organized in coordination with the OSU Office of Institutional Diversity, or its functional equivalent.
   a. The President, Vice President, and Judicial Council Chair shall coordinate to organize at least one in-person or synchronous virtual training session toward this end, and promptly provide a make-up activity for any absent person(s) afterward.
B. Members of the Senate shall attend a training, informational session, and/or professional development series relating to the duties of their position.
   a. The President of the Senate, in consultation with the President pro tempore, shall organize at least one in-person or synchronous virtual training session toward this end, and promptly provide a make-up activity for any absent person(s) afterward.
C. Members of the Executive Branch shall attend a training, informational session, or professional development series relating to the duties of their position.
   a. The President shall organize at least one in-person or synchronous virtual training session toward this end, and promptly provide a make-up activity for any absent person(s) afterward.
   b. Members of the Student Fee Committee shall instead attend a training organized by the Student Fee Committee Chair, who shall also organize at least one in-person or synchronous virtual training session toward this end, and promptly provide a make-up activity for any absent person(s) afterward.
D. Members of the Judicial Council shall attend a training, informational session, or professional development series relating to the duties of their position.
   a. The Judicial Council Chair shall organize at least one in-person or synchronous virtual training session toward this end, and promptly provide a make-up activity for any absent person(s) afterward.
E. Trainings required under this section must be completed within one month following the beginning of the person’s term of office. The functional equivalent of an in-person training may be provided through a recording or make-up activity, if necessary.

Section 3: Compensation for Officers and Employees
A. Employee Compensation
   a. Definition of Pay Classifications
      i. Positions within the ASOSU Student Government paid a wage, or a sum calculated on the basis of a certain presumption of hours of work, are paid at rates matching the classifications defined below. The application of these classifications is addressed in the respective section pertaining to each position.
         1. ASOSU Pay Classification 1 (“pay classification one”) is defined as the minimum wage of the State of Oregon, or $16.24 per hour; whichever rate is higher.
2. ASOSU Pay Classification 2 ("pay classification two") is defined at the minimum wage of the State of Oregon, or $16.76 per hour; whichever rate is higher.

3. ASOSU Pay Classification 3 ("pay classification three") is defined at the minimum wage of the State of Oregon, or $17.28 per hour; whichever rate is higher.

   ii. No position, internal or external to the ASOSU Student Government, compensated by the ASOSU Student Government, may be allocated less than $16.24 for hours requested from person(s) receiving this compensation. This includes positions established by directive or by any other process yielded or not otherwise preempted by these statutes.

b. Legislative Branch

   i. For Fall, Winter, and Spring terms, Senators may assume hourly compensation for services rendered or duties performed as members of the Senate for up to 8 hours per week at pay classification one, including during the school year and seasonal breaks.

   1. Senators may assume hourly compensation for the Summer (from June 1 to the start of fall term) for services rendered or duties performed as Senators for 5 hours per week at pay classification one.

   ii. For Fall, Winter, and Spring terms, the Chair of any Standing Committee of the ASOSU Senate may assume hourly compensation for services rendered or duties performed as Committee Chair for up to 9 hours per week at pay classification one, including during seasonal breaks. This compensation may not be received in conjunction with the pay otherwise allotted for members of the ASOSU Senate.

   1. The Chair of any Standing Committee of the ASOSU Senate may assume hourly compensation for the Summer (from June 1 to the start of fall term) for services rendered or duties performed as Senators for 6 hours per week at pay classification one.

   iii. For year-round services, the President Pro Tempore of the Senate may assume hourly compensation for services rendered or duties performed as President Pro Tempore, or as a senator, for up to 15 hours per week at pay classification two, including during seasonal breaks. This compensation may not be received in conjunction with the pay otherwise allotted for Senators.

   iv. Pay for any other executive staff reporting to the President shall be established by appropriate legislation.

   v. The Chair of the Student Fee Committee (SFC) may assume compensation in the form of a stipend for Fall, Winter, and Spring terms for services rendered or duties performed as...
the SFC Chair, or as a member of the SFC, for 24 hours per week at pay classification three, including during seasonal breaks.

1. The SFC Chair may assume compensation in the form of a stipend for the Summer (from June 1 to the start of fall term) for services rendered or duties performed as SFC Chair for 30 hours per week at pay classification three.

viii. For year-round services, the Vice Chair of the Student Fee Committee (SFC) may assume hourly compensation for services rendered or duties performed as SFC Vice Chair for up to 10 hours per week at pay classification two, including during seasonal breaks.

ix. For year-round services, the Records Clerk shall be granted an hourly wage for up to 20 hours per week for services rendered or duties performed as a Records Officer at pay classification one, including seasonal breaks.

x. For year-round services, the Archivist shall be granted an hourly wage for up to 15 hours per week for services rendered or duties performed as a Records Officer at pay classification one, including seasonal breaks.

xi. For year-round services, the At-large members of the Student Fee Committee (SFC) may assume compensation in the form of a stipend, for 3 hours per week at pay classification one, including during seasonal breaks.

xii. For year-round services, each unit liaison on the Student Fee Committee (SFC) may assume compensation in the form of a stipend, set at a minimum of 3 hours per week at pay classification one, including during seasonal breaks.

Judicial Branch

i. For year-round services, the Judicial Council (JC) Chair may assume hourly compensation for up to 10 hours per week for services rendered or duties performed as JC Chair, or as a member of the JC, at pay classification three, including seasonal breaks. This compensation may not be received in conjunction with the pay otherwise allotted for members of the JC.

ii. For year-round services, the Judicial Council (JC) Vice Chair may assume hourly compensation for up to 7 hours per week for services rendered or duties performed as Judicial Council Vice Chair at pay classification two, including during seasonal breaks. This compensation may not be received in conjunction with the pay otherwise allotted for members of the JC.

iii. For year-round services, each member of the Judicial Council (JC) may assume hourly compensation for services rendered or duties performed as a member of the JC for up to 5 hours per week at pay classification one, including during seasonal breaks.

Compensation for Post-Election Transition

i. Upon official certification of their election, the President-elect may assume hourly compensation for services rendered as President-elect of the ASOSU for up to 10 hours per week, at pay classification three, including seasonal breaks.

ii. Upon official certification of their election, the Vice President-elect may assume hourly compensation for services rendered as Vice President-elect of the ASOSU for up to 10 hours per week, at pay classification three, including seasonal breaks.

iii. Upon official certification of their election, the SFC Chair-elect may assume hourly compensation for services rendered as SFC Chair-elect, for up to 10 hours per week, at pay classification three, including seasonal breaks.

iv. Upon official certification of their election, the President Pro Tempore of the Senate-elect may assume hourly compensation for services rendered as the President Pro Tempore-Elect, for up to 7 hours per week, at pay classification two, including seasonal breaks.

f. Preemption of Applicable Minimum Wage and Exemptions

i. 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. Faculty Senate Committee Members

a. Committee Members shall be compensated at ASOSU Pay Classification One (as defined Title X) 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 dispensed at the same time(s) each month that the other positions with ASOSU Receive their compensation.
Section 4: Budgetary Signing Authority on ASOSU Budget Indices

B. In accordance with University Policy, all expenditures shall require the approval of an ASOSU Faculty Advisor.
   a. 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.
      i. Any expenditure made on these grounds shall require approval by the Dean of Students or their designee.
      ii. Any expenditure made on these grounds will be followed up with an explanation of the reasons the expenditure was necessary. The explanation will be submitted to the President Pro Tempore of the Senate, 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, Vice President, and Chair of the Judicial Council for review.

C. Signing authority on budget indices of the ASOSU Student Government is established as follows:
   a. 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 indices for which signing authority is not granted to other individuals by these statutes, as well as all executive indices, unless expressly prohibited by these statutes.
   b. The Vice President, President pro tempore of the Senate, and one other employee of the Legislative Branch designated by the President pro tempore of the Senate, shall have signing authority on Senate indices.
   c. The Chair of the SFC shall hold signing authority on specified indices for sole use by the SFC.
   d. The Chair 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 chair and is eligible to serve on the Elections Committee, shall have signing authority for the Elections index.
   e. Executive staff shall have signing authority on indices specified for sole use by their office and employees in these statutes.
   f. Signing authority on any index specified as belonging to the Judicial Council shall rest with the Chair of the Judicial Council.

D. Uses of signing authority to pool resources where the interests or purposes of indices overlap is permitted, but any outright reallocation of funds for a purpose not originally supported by the index shall be submitted to the Senate for approval.
   a. Overspending of an index does not constitute a reallocation, unless an amount exceeding 10% of the amount originally allocated to this index on the ASOSU’s approved budget template is overspent as a result of student signing authority.
   b. The Faculty Advisor may reserve the right to reject requests for overspending that excessively draw upon a limited fund balance (“cash reserves”) for the unit.

E. The ASOSU President, Vice President, 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 Senate or a committee thereof, during their first meeting in Fall Term. If the members believe that negligence, misappropriation, or gross mismanagement of financial resources has occurred, they may independently pursue punitive actions, such as censure or disciplinary proceedings, and/or file a relevant complaint with the University.

Section 5: Additional Protections Against Discrimination

A. The ASOSU Constitution prohibits discrimination within the organization on “...the basis of age, color, disability, gender identity or expression, genetic information, marital status, national origin, race, religion, sex, sexual orientation, or veteran status in any of its policies, procedures, or practices.” In addition to those protected classifications, the ASOSU shall not discriminate in hiring practices, employee interactions within the workplace, and reporting practices/standards in incidences of discrimination on the basis of any of the following identities:
   a. Caste
   b. Socioeconomic Class

Section 6: Cooperation with Exploratory, Disciplinary, and Judicial Inquiries

A. All offices of the Student Government are strongly advised to make non-binding, cordial requests of officials of the ASOSU before resorting to the extraordinary process of mandating testimony.
B. All occupants of an office established under the ASOSU Constitution, including positions established under these statutes, shall comply with mandates to testify to the Senate, the Judicial Council, or any committee(s) thereof for the following purposes:
   a. For exploratory purposes germane to good-faith legislative interests of the Senate;
   b. For investigatory purposes pertaining to disciplinary proceedings against an official;
   c. For judicial purposes relevant to a case pending before the Judicial Council.

Section 7: 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:
   a. “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.”

Section 8: Faculty Senate Student Committee Members
A. Powers and Duties:
   a. Faculty Senate Student Committee Members are those who represent the ASOSU at Faculty Senate committee meetings throughout the academic year, which may exclude summer term at the discretion of the ASOSU 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 the Senate up to once per term if requested.

B. Selection Process and Membership 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, defined in the same terms elsewhere in these statutes, or a training on diversity and inclusion relevant to leadership or the workplace provided or supported by the OSU Office of Institutional Diversity, 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. Required training for a successful candidate, as stated above, must be completed before ASOSU supports their participation on the respective committee through compensation or stipends; however, the appointment itself may be nominated fully to the Faculty Senate prior to the completion of this training.
      i. Additional trainings relevant to the position may be determined by the ASOSU President as conditions of nomination.

   c. Tiers may be determined by the ASOSU President based upon a reasonable assessment of its suitability to the respective position, which may include an assessment or reference provided previously or presently by the Faculty Senate, or by its President or Executive Committee.

   d. 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.
      i. The ASOSU President will determine, or delegate, the process and form of these surveys.

C. Tier 1 Committee Member:
   a. Tier 1 committee members have an average time commitment of 8 hours a month.

D. Tier 2 Committee Member:
   a. Tier 2 committee members have an average time commitment of 4 hours a month.

E. Tier 3 Committee Member:
   a. Tier 3 committee members have an average time commitment of 2 hours a month.
Section 9: Relationships

A. University Administration and Faculty Senate
   a. A committee consisting of the ASOSU President, Vice President, and President pro tempore of the Senate shall meet during Fall Term to review the Shared Governance Agreement and Student Bill of Rights.
   b. 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.
   c. 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.

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

Title VII Accountability

Section 1: Inquiry of Commitment
   A. An inquiry of commitment (IoC) may be the first formal step in any accountability proceedings taken in the ASOSU Student Government.
      a. Unless specified otherwise in governing documents, any number of informal steps may take place to support an individual prior to issuing an IoC.
      b. Failure to abide by applicable local, state, or federal law, the OSU Code of Student Conduct, the ASOSU Code of Conduct, or any of the ASOSU governing documents may be grounds for issuing an IoC.
   B. The IoC shall serve as an official notice to a member of the student government who has not been meeting their positional responsibilities, and shall include
      a. What duties have not been met;
      b. Inquiry as to whether the individual would like to remain in their position;
      c. A request for a meeting to outline what steps will be taken to meet positional responsibilities;
      d. The future date by which the IoC must be responded to before further accountability measures will be taken;
      e. A statement that any concerns regarding the process may be communicated to the person issuing the IoC, or the ASOU Advisor.
   C. Should an IoC receive no response within one week of being issued, then additional accountability steps may be taken.
   D. The ASOSU Advisor shall be notified of, or copied on, all issued inquiries of commitment.

Section 2: The Senate
   A. Inquiries of commitment shall be issued by the President Pro Tempore of the Senate in matters relating to Senators.
      a. The Vice President shall issue IoC’s regarding the President Pro Tempore.
      b. The President Pro Tempore and the relevant committee chair shall coauthor inquiries relating to committees.
   B. Senators and officers of the Senate must attend regular Senate and Committee meetings.
      a. Unexcused absences at two regular Senate meetings shall result in the President Pro Tempore issuing an IoC.
         i. As an additional qualification for holding office, any senator who has accrued at least four unexcused absences to Senate meetings may be disqualified for office, and thereby removed, by ¾ of the Senate.
            1. The President Pro Tempore of the Senate may present name(s) of senators who have accrued at least four unexcused absences, and present to the Senate the question of whether to approve the vacancy of the seat(s) thereof, either by a roll call vote or unanimous consent.
            2. Disqualification and removal for lack of attendance shall not prevent a person from seeking election or appointment to any office in the future.
b. Unexcused absences at three committee meetings shall result in the issuance of an inquiry of commitment to the individual.

C. Failure on more than two counts to respond to members of the student body who have requested to meet may result in an inquiry of commitment being issued.

D. Failure to uphold any other official responsibilities on more than three occasions count as grounds for an inquiry of commitment to be issued.

Section 3: The Executive Branch
A. It is the responsibility of the ASOSU President to maintain accountability of the Executive Branch, as such, inquiries of commitment shall be issued by the President for all matters pertaining to the executive staff.
   a. For sub-cabinet level staff, the relevant cabinet level staff and the President shall co-author the IoC.
B. Following the issuance of an IoC, and if no subsequent change in behavior is observed, University HR policies shall be followed regarding next steps and termination of employment.

Section 4: The Student Fee Committee
A. SFC members must attend regular SFC meetings and deliberations.
   a. Unexcused absences at two regular SFC meetings shall result in the SFC Chair Issuing an IoC.
   b. After a third absence, the SFC Chair may declare a seat on the SFC to be vacant after three unexcused absences, and if an IoC has previously been issued to the member.

Section 5: The Judicial Branch
A. Inquiries of commitment shall be issued by the Judicial Council Chair in matters relating to Judicial Councilors.
B. Accruing more than two unexcused absences shall result in the JC Chair issuing an inquiry of commitment to the councilor(s) in question.
   a. Accruing additional unexcused absences may stand as ground for the initiation of additional disciplinary proceedings.

Section 6: Removal from Office
A. Pursuant to Article I.I in the ASOSU Constitution, proceedings to remove a member of the ASOSU student government from office must be initiated by a simple majority of the Senate, and then confirmed by a ⅔ majority vote of the body.
   a. Initiation of proceedings shall take place in the form of legislation that includes the relevant infractions, and “removal from office” as the course of action, and shall be sponsored by the Pro Tempore.
      i. The legislation must be distributed to the member(s) in question at least one week before it is introduced in the meeting.
      ii. The member in question shall have time to defend their position in the initial proceedings, but shall not be present for the vote.
      iii. Should the Pro tempore be the member in question, the legislation may be sponsored by any Senator.
   b. The trial of a member in question shall begin one week following the passage of the initiation proceedings.
      i. This trial shall be presided over by the Judicial Council Chair, unless a conflict of interest prevents doing so.
      ii. The member in question shall have additional time to defend their position during the trial, and shall only be removed from the chamber for the voting period.
      iii. Any additional procedures for the administering of the trial shall be listed in the Judicial Council Policies

Title VIII Election Procedures

Section 1: Definitions
A. As used in Title VII:
   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. “Campaigning” is considered any public printed, electronic, or verbal communication advocating a particular candidate.

Section 2: Elections Under These Guidelines
A. Any general or special election held for the Associated Students of 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. The Elections Committee shall set all specific dates of events.

Section 3: Election Dates
A. The general election shall be held during Winter Term and end no later than the ninth academic week of Winter Term.
B. The Elections Committee will decide when elections begin and at what time. They will also decide at what time the ballot will close.
C. The General Election shall end on a Friday.

Section 4: Eligibility of Candidates
A. For inclusion on the ballot, candidates for office must meet all requirements established by the Constitution and applicable university policy.
B. To appear on the ballot candidates must officially register for candidacy through the ASOSU website by the deadline specified by the elections committee.
   a. Candidates will be notified if they do NOT meet requirements.
C. 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.
D. Write-in candidates are subject to the same rules as named candidates while campaigning.

Section 5: Register of Candidates
A. The chief elections officer shall keep a register of candidates engaged in campaigning. This will be used for contacting candidates on election matters. The register shall contain the following:
   B. The title of each office for which an individual has registered for candidacy.
   C. The name and OSU email address of each candidate for nomination.
   D. The phone number of each registered candidate.

Section 6: The Ballot
A. The ASOSU Ballot shall be made available through a link on the ASOSU’s website and emailed to all members of the ASOSU.
B. Available space for write-in votes shall immediately follow the last candidate’s name for every elected office on the ballot.
C. 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.

Section 7: Vote Counting Procedures
A. For the offices of ASOSU President, Vice President, 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. 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.
D. For ASOSU Senate and SFC At-Large, the candidates receiving the most votes after one round shall be awarded the available seats.
E. No measure shall be adopted unless it receives an affirmative majority of the total votes cast on the measure.
Section 8: Elections Committee
A. Appointment of the committee
   a. The Elections Committee members shall be appointed by the Vice President except in the case of actual or potential conflicts of interest. In this case, the JC Chair, or another member of the JC shall supervise the creation of the Elections Committee.
   b. The Vice President shall be the default chair of the Elections Committee but can delegate this role.
      i. If the Vice President delegates this role it will be up to the Elections Committee to vote on a chair.
      ii. The Elections Committee shall vote on the vice chair, outreach officer, data officer, and any other analogous or additional positions designated by the committee.
   c. Duties and Roles
      i. The Elections Committee shall determine the timelines for the election.
      ii. The Elections Committee shall create an election packet with the following information:
         iii. Calendar of all deadlines and other important dates.
         iv. Descriptions of all elected offices including assigned duties.
         v. Election rules and procedures.
         vi. Copies of all needed forms necessary to conduct campaigning, nomination, petition violations, and appeals.
   d. The elections packet shall be reviewed and approved by the Senate before publishing.
   e. The Elections Committee shall publish the elections packet to the public at least one week before the first official day of campaigning.

Section 9: Procedure for Resolving a Tie
A. When two or more candidates for the same office in a student body election receive an identical quantity of votes cast by eligible students (after any instant runoff procedures have been tabulated, if applicable), the Chair of the Elections Committee, or a member of the Elections Committee selected by the Chair, shall draw a winner by random selection.
   a. Drawing lots or tossing a relatively fair-odds coin (including common currency, e.g., a U.S. quarter dollar) are both acceptable methods, unless an affected candidate requests the use of computerized randomization software with a higher degree of randomness.
   b. Each of the candidates affected is entitled to observe the drawing of the random result, and must be provided due notice of the drawing at least 24 hours in advance.
   c. Only one drawing may be conducted to determine the final result. If all requirements of this section are satisfied, the outcome shall be final and may not be appealed.

Section 10: Chair of the Elections Committee (Chief Elections Officer)
A. Duties of the chair
   a. The chair shall be responsible for any and all actions made by the election committee.
   b. The chair shall issue a proclamation declaring the election of candidates to the offices which shall be sent to the Barometer.
   c. The chair shall 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.
   d. The chair shall prepare, sign, and deliver a certificate of election to each candidate or ticket having the most votes for election to office.

Section 11: Campaigning
A. General Rules
   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 that violate any rules, regulations, or standing procedure administered by an OSU organization may be considered in violation of ASOSU election policies subject to remedial action determined at the discretion of the ASOSU Elections Committee.
B. 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. The elections committee shall have 48 hours to deny any material deemed inappropriate.
   c. No campaign materials may be placed on light poles, trees or automobiles.
d. Certain campaign materials, unless otherwise approved, must have the ASOSU Elections website address on them: asosu.oregonstate.edu/elections. These shall include:
   i. Campaign posters
   ii. Social networking sites
   iii. Websites
   iv. Fliers

e. No chalkng shall be permitted.

f. No candidate or affiliate shall remove or deface the campaign materials of another candidate. Only the members of the Elections Committee shall remove prohibited campaign materials.

g. 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.

h. All candidates and campaigns shall comply with libel and slander laws under the provisions of ORS-260.532.

C. Campaigning 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.
   b. Campaigning in classes and lectures is left to the discretion of the instructor(s).

D. Campaign Finances
   a. All candidates must abide by the spending limit established by the Elections Committee. No person or ticket that campaigns for multiple offices shall combine 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 $200 to serve as the campaign spending limit.
   d. Candidates must submit Financial Statements and shall include an itemized list of all expenditures and a detailed list of all contributions, whether personal or student.
   e. 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.

Section 12: Violations and Appeals
A. Major Offenses shall include the following violations:
   a. Providing students with a direct link to the ballot
   b. Submitting votes for other students
   c. Tampering with the electronic election system
   d. Violence, harassment, intimidation, bribery or fraud with the intent of affecting the outcome of the election. This is in reference to the candidate or any third party.
   e. Tampering with another campaign’s materials with malicious intent.
   f. Failing to file required documents on time unless an extension prior to the due date.
   g. Intentional actions to mislead or obstruct the duties of the Elections Committee.
   h. Failing to comply with the rulings of the Elections Committee.
   i. Exceeding the campaign finance limit by more than five (5) percent on any Financial Statements.
   j. 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.
   k. Hiring paid employees of the campaign.

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. 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.
E. 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.

F. 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 13: Procedures for Transition
A. President, Vice President, & SFC Chair
   a. Transitioning
      i. Upon official certification of the election, the sitting President, Vice President, and SFC Chair shall contact their respective successors and establish a transition process.

B. Compensation
   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

C. Senators
   a. Pro Tempore Election
      i. After the certification of the election, all members returning and elected will meet at their earliest convenience before the end of Spring term to hold a non-binding vote of the President Pro Tempore of the Senate.
      ii. A confirmation vote will occur during the first meeting of the new Senate.

Title IX Uncodified Statutes

Section 1: Purpose of this Title
A. Although it is advisable that acts of the Senate specify a location for codification in these statutes, it remains possible that the Senate may pass a bill without one. The reasons for this omission may include, but are not necessarily limited to:
   a. Bill is less formalized or not intended for long-term effect;
   b. Niche subject matter neither matching preexisting titles, nor warranting a new one;
   c. Lack of consensus for proper codification of the proposed statute;
   d. Lack of a preexisting title matching the bill subject, for which the Senate wishes to reorganize the currently listed titles at a later date.

B. In the event that the Senate passes a bill of binding effect without the location in these statutes specified within the bill itself, the provisions of that bill shall be codified by default under this title, in a section sharing the title of the bill, with the bill number and year of passage in parentheses.
   a. The following provides a correct example of this formatting for a specific bill: “Section 2: Ballot Determinations for the 2023 Constitutional Transition (SB-82.06; 2022)”
   b. All binding provisions of the uncodified bill shall be included in this Title, but “WHEREAS” clauses and footnotes may be excluded, unless specified otherwise in the bill itself.
   c. The formatting of the original bill shall be preserved, including the hierarchical indentation of clauses, but clauses may be numbered or re-numbered to match the format of these statutes.
   d. Bills (and clauses thereof) are presumed to be of binding effect unless they expressly specify otherwise, or pertain to matters manifestly and clearly intended beyond the scope of these statutes (examples of the latter may include calling upon the state government to pass a law, or petitioning for reform of an external university policy).

C. Section Two of this title shall contain the first such statute, with succeeding statutes listed in sections numbered in chronological order.

Section 2: Congressional Endorsement Act (SB-82.07; 2023)
A. Endorsement Regulations
   a. All elected officials and employees of the ASOSU Student Government are prohibited from using their official ASOSU positions to endorse any candidate that is running for an ASOSU position in any ASOSU General or Special Election.
b. Should any individual holding one of the specified listed offices include their ASOSU position in that statement or be in a situation where they would only be recognized as their ASOSU position, it must be clearly stated that it is for identification purposes only and does not represent views of ASOSU.

c. No listed individual may use ASOSU funds or supplied materials to endorse or support the candidate running for any ASOSU position.

Section 3: **ASOSU’s FY25-FY30 Fee Unit Budget Priorities Bill** (HB-14.17; 2023)

A. The aforementioned budgetary priorities will establish baseline priorities for each of the fee funded units to take into consideration for the FY25-FY30 budget cycles.

B. Any amendments to these existing FY25-FY30 Budget Priorities shall take the form of legislation, on the premise they were affirmed through legislation.

C. Unless otherwise amended, the ASOSU Senate shall honor these priorities in the consideration of fee levels recommended by student fee funded units and the Student Fee Committee through the FY30 fee setting cycle.

D. The future Senates are encouraged to continue to issue additional priorities that are specific to that fiscal year.

E. Any additional budgetary priorities may be added by a recommendation from the Senate Budgets Committee that has been confirmed by the Senate.

F. This congress is in support of future budgetary priorities relating to Basic Needs, Sustainability, and Campus Community.
Appendix A
Standing Rules of the Senate

Rule I: President of the Senate
A. The ASOSU Vice President shall be the President of the Senate, as provided by the ASOSU Constitution and Statutes.
B. The President of the Senate shall have the following duties:
   a. Call to order and preside over meetings of the ASOSU Senate
   b. Keep current copies of the ASOSU Constitution and Statutes, the Senate Standing Rules, and the latest copy of Robert’s Rules of Order Newly Revised, available for their use during meetings of Senate
   c. The President of the Senate or the President Pro Tempore (rather than any other or temporary presiding officer of the Senate) exclusively shall:
      i. Provide the oath of office to Senators or their proxies prior to conducting business
   d. The President of the Senate (rather than the President Pro Tempore or any other or temporary presiding officer of the Senate) exclusively shall:
      i. Sign all legislation passed in the Senate
      ii. Assign chairpersons and members to standing and special committees if necessary.
      iii. Serve in a non-voting capacity on all committees.
      iv. The President of the Senate may vote in a committee in the event of a tie.

Rule II: President Pro Tempore
A. The powers of the President Pro Tempore shall be those stated in the ASOSU Constitution and Statutes, and with the absence of the President of the Senate, the President Pro Tempore shall serve as the President of the Senate.
B. The President Pro Tempore shall have the authority to sign summons by the Senate and any committees therein. In cases of statutory obligation of individuals to give reports, the President Pro Tempore shall have full authority to issue such summons.
C. The President Pro Tempore shall be allowed to vote on all questions unless they are chairing the meeting.
D. If the President Pro Tempore is chairing the meeting, then they must step down to debate the issue as a senator. They shall retake their seat as President Pro Tempore after the issue of interest has been resolved.
   a. The President Pro Tempore shall appoint, by unanimous consent, a temporary chair for the duration of their recusal.

Rule III: Senators
A. Senators must be in the chamber or call into the chamber remotely to be counted as in attendance in the meeting. This rule shall also apply to proxy-voters. Senators who leave the chamber or teleconference without return during the meeting shall count as absent, unless permitted to do so by the presiding officer.
B. Votes on individual questions, outside of regular meeting times, may also be conducted by email or other remote means if authorized by the President of the Senate.
C. Reasonable excuses for an absence shall be determined by the President of the Senate at any time prior to meeting.
D. Senators must abstain on votes to which the Senators have direct personal or financial interest.
E. Senators may challenge the ruling of the chair (especially with regard to the outcome of a vote) with a two-thirds vote of members present.
F. Senators shall inform the President of the Senate or the President Pro Tempore of who their proxy is going to be no later than 15 minutes before the meeting begins.

Rule IV: Election of Officers
A. Elections of the President Pro Tempore and any other officers designated shall occur the second meeting of Summer Term, and again during the second meeting in the Fall Term. Candidates will be chosen by nominations from the floor during the first meeting of each term, respectively.
   a. After fall term, if there is a vacancy or the President Pro Tempore is removed, the Senate may initiate a vote for the President Pro Tempore of the Senate only with the concurrence of two-thirds of members present.
      i. The election of the President Pro Tempore shall be conducted upon the consent of the Senate as a regular agenda item, requiring a simple majority for introduction

Rule V: Committees, Establishment, and Jurisdiction
A. Jurisdiction of Committees shall be stated in the ASOSU Statutes and/or the wording of committee-specific legislation.
B. No Committees of the Senate shall have overlapping jurisdiction. In cases of overlapping authority, the committee which possessed jurisdiction first shall take precedence.
C. All Committees of the Senate shall adopt the following provisions:
   a. All committees shall adopt bylaws which shall be made available to the Archivist. Until a committee shall establish its own bylaws it shall default to these standing rules of the Senate.
   b. Created bylaws must be established or amended by a majority vote of committee members, and subject to approval of the President of the Senate.
c. Committees shall meet at regular intervals, and shall notify the President of the Senate, the President Pro Tempore, and Records Clerk of the scheduled meeting time and location and any changes to the schedule.
d. Committees shall appoint a Vice-Chair to preside over the Committee in the absence of the Chair.
e. Any meeting minutes recorded in Senate committees shall be approved by the Committee and submitted to the President of the Senate and Records Clerk after approval by the committee.
f. A majority, but no fewer than three, members of a committee shall constitute a quorum.
g. Committees shall have the power to summon witnesses from within the Student Government to provide answers and testimony.
h. Senate committees must have at least 3 members, but do not have an upper capacity limit.

D. Standing Senate Committees

a. Campus Improvements Committee

i. The Campus Improvements Committee shall be responsible for the execution of projects which benefit the student body on behalf of the Senate. 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 Senate 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 Senate.

1. At least one (1) of these projects must be focused on producing a physical change on campus (installation, service, etc.).
2. Should the project to create a physical change on campus not be completed in a single session of Senate, it may still count toward the required two (2) projects if the 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 Senate 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 Senate is in session.

b. Student Outreach Committee

i. By appointment of the committee chair, the Student Outreach Committee shall comprise the following liaisons among its membership:

1. For a committee comprising four or more members:

   a. 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 Senate 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.

   b. 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.

   c. ASOSU Outreach Liaison for Student Athletes
   i. This member shall provide a point of contact for student athletes to address concerns to the ASOSU Senate, as well as to provide outreach on campaigns or issues the ASOSU may collaborate with student athletes in addressing.

   d. 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.

2. Should the Committee comprise fewer than four members, the aforementioned outreach areas may be delegated together as deemed appropriate in the judgment of the Committee.
3. Additional liaisons may be established according to the procedures established by the Committee.

ii. Outreach Liaisons’ contact information shall be prominently listed on the ASOSU website.
iii. Outreach Liaisons shall respectfully introduce themselves to community partners as representatives of the ASOSU Senate and, within the limits of their available hours and reciprocal interest, facilitate ongoing conversations with these partners.

iv. 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.

v. When adopting new outreach initiatives, the Outreach Committee must act with the intent to achieve some discernible or measurable engagement outcome. These intended outcomes must be included in the weekly updates to Senate regarding the progress, nature, or adoption of these initiatives.

c. 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:
      1. ASOSU Unit Budget and Student Government Spending:
         a. Reviewing budgeting requests and allocations of unused or projected unused funds which may arise prior to approval of such measures by the Senate through regular procedures;
         b. Maintaining relations with the ASOSU Student Advisory Board in reviewing the development of the ASOSU’s annual budget;
         c. Maintaining relations with President, Vice President, or designated executive staff, where necessary in the judgment of the Committee, to remain aware of spending by the Executive Branch of the ASOSU and implementation of programming.
      2. Student Fee-related Budgets:
         a. Ensuring each unit budget proposed by the Student Fee Committee is accurately provided to the Senate, in the form of legislation co-sponsored by the Committee;
         b. Communicating with the Student Fee Committee, including its Chair and membership, on issues of common interest which may arise;
         c. Reviewing Student Fee Committee documents and records of proceedings to provide a more informed overview of these processes to Senate;
         d. Authoring summaries on the budget priorities of the Senate prior to Student Fee Committee deliberations.
      3. Auxiliary Budgetary Review:
         a. Reviewing spending across student fee units, or use of university resources, as may inform future priorities or decisions of the Senate 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.

d. Student Government Committee
   i. The Student Government Committee shall:
      1. Consult with the ASOSU Records Officers, 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 Senate.
      2. Review all bills dealing directly with ASOSU structure, policies, and Senate business.
      3. 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 Senate, for formal approval.
   ii. Serve as the designated Senate Committee to liaise with the Ethics and Compliance Council or of the ASOSU Judicial Council.
      1. The committee shall establish and maintain an ASOSU Code of Conduct submitted to the Senate for approval in statute, in consultation with the Ethics and Compliance Councilor.
      2. The committee shall address ethics, compliance, or organizational risk related issues provided by the Ethics and Compliance Councilor, or from any other person.
   iii. Membership
      1. The Student Government Committee shall comprise the vice chairs of the standing committees on Campus Improvements, Outreach, and Budgets, as well as the President pro tempore and any other officers among the Senate membership. Up to two additional members of the Senate may be appointed (but this shall not serve toward a member’s required standing committee, as applicable). The Records Clerk and Vice President shall be non-voting, ex officio members of the committee.

**Rule VII: Outreach Requirements**

A. 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.

B. Senators shall be available to meet, physically or remotely, with any member of the ASOSU during the regular school year (except during Summer session and all other seasonal breaks).
C. Senators shall complete one tabling event per term, excluding Summer term. These tabling events will be held in open and accessible campus spaces, and shall be to inform or receive feedback from students about current projects, initiatives, and/or important events. This requirement can also be fulfilled by representing ASOSU at an executive branch function.
   a. These tabling events and supporting publicity materials shall be organized by the Vice President and/or the Senate Pro Tempore unless otherwise delegated. Responsibility to organize shall default to the Senate Pro Tempore should no initiative be taken by week three of each term.

Rule VI: Delegates
A. All recognized student organizations shall be allowed one delegate to represent that organization in the Senate.
B. Faculty Senate shall have one delegate seat available in the Senate to be filled at their discretion. The Faculty Senate delegate shall have all the rights of a student delegate.
C. Except as provided in subsection (b) above, delegates shall not have a vote in the Senate but shall be allowed to report on activities and events of their constituent organization.

Rule VII: Calendars and Committee Reports
A. Senate committee reports, within one week of their approval in committee, shall be submitted in writing or electronically to the Records Clerk and to the Senate, unless otherwise required by legislation commissioning the report.
   a. Weekly update reports can be considered informal and are not subject to these stipulations.
B. Other Reports
   a. Other reports will be defined as delegate reports, executive reports, and SFC reports.
   b. The delegate, executive member, or SFC member shall be allowed no more than 20 minutes to give their full report. Additional time can be allotted with a motion and majority vote.
   c. All senators shall be allowed to ask any questions concerning the report after the report has been fully provided.

Rule VIII: Decorum and Debate
A. Senators wishing to speak shall raise their hand and the president will keep a speakers list. The President shall recognize senators in the order they are on the list and they will address the Senate from their place.
B. No delegate shall occupy more than ten minutes of discussion on any debate on a question not a part of the delegate’s report, except where others yield their allotted time.
C. Senators shall not have a time constraint of discussion on any debate on a question and shall not be allowed to yield this time to any delegate, unless bounded by a set time period.
D. When a Senator or Delegate violates any Standing Rules, the Chair is obligated to call them to order. Three calls on a single individual shall be grounds for removal from the Chamber and possible Censure.
   a. Upon meeting any requirements for grounds for removal, a member of the senate shall be expelled from the meeting by the chair.
   b. The chair shall compose a written letter of infraction regarding the conduct of a member of the senate who has met the requirements for censure. This document shall be presented to the senate, sent to the individual, and sent to the Records Clerk to then be archived.
   c. Upon being removed from the chamber or being censured, a member of the senate may issue a written letter of apology or response to the President of the Senate to be presented at the next senate meeting.
E. Closing and Suspending Debate
   a. Debate may be closed by the President of the Senate if there is no other discussion of the question at hand.
   b. Any senator may rise to close debate with the concurrence of ⅔ of members present.

Rule IX: Voting
A. For any business to be voted on a quorum of a simple majority of the currently elected senators or their proxies must be present in the chamber. Business may not be performed if fewer than 1/3 of the total filled and Unfilled seats in the senate are present in the chamber.
B. Bills and resolutions, as well as confirmations of appointees, shall be decided exclusively through a roll call vote, or through a consensus vote.
   a. In a consensus vote all members must verbally or in writing express support for the legislation on the floor in order for it to pass.
      i. Should one or more senators not express support then the legislation shall re-enter discussion and must then be voted on in a roll call vote.
   b. All other matters may be conducted by a voice vote or unanimous consent.
   c. Matters concerning choices besides “yes” or “no” may be conducted by a written (and, in the case of the election of officers, secret) ballot, with the results counted and announced by the clerk.
C. The approval of agendas or meeting minutes of the Senate shall be conducted by unanimous consent:
   a. “Unanimous consent” shall be defined as the spoken inquiry of the presiding officer of the Senate as to whether there are any desired changes, followed by the lack of contest on the part of any senator within a due period of waiting. Should any Senator speak against the circulated minutes or the proposed agenda, their correction or amendment shall be made. Should any Senator oppose such an effort to change the minutes or agenda, the cited correction or amendment shall not take effect unless passed by a majority vote of the Senate.
D. A roll call or voice vote may be used in all cases unanimous consent would otherwise, if called for by one fifth of the senators present.
E. A roll call vote may be used in all cases a voice vote would otherwise, if called for by one fifth of the senators present.
F. The President of the Senate shall be a non-voting member unless in the event of a tie.
   a. In the event the President Pro Tempore chairs the meeting in the absence of the President of the Senate, they shall become a non-voting member unless in the event of a tie.
   b. Should the President Pro Tempore be absent and appoint a temporary chair, this temporary chair becomes a non-voting member, unless in the event of a tie.

Rule X: Legislation
A. All legislation is subject to two readings under the following procedures:
   a. A motion to forego a second reading, and either to continue debate in a second reading, or to proceed to a roll-call vote, during the first meeting in which legislation is introduced, may be approved by a two-thirds vote of members present.

Rule XI: Confirmation
A. In any case in which the Senate may confirm the appointment of a candidate for an office of the ASOSU, the following order of proceedings shall be observed:
   a. The position the candidate has been appointed to shall be verbally acknowledged.
   b. The candidate may provide opening remarks.
   c. Discussion shall be held on the candidate, primarily focused on inquiring as to their qualifications for the position.
   d. The candidate shall then be asked to leave the chamber, and senators shall continue discussion, primarily focused on speaking for or against their confirmation.
   e. A roll call vote shall be held on the candidate’s confirmation.
   f. The President of the Senate shall inform the appointee of the Senate’s decision within 48 hours of the vote.

Rule XII: Agenda
A. The Agenda for the Senate shall follow this order, but is subject to change upon the unanimous consent of the Senate:
   a. Call to Order/Roll Call/Quorum
   b. Swearing in of Senators/Proxies
   c. Approval of Agenda
   d. Approval of Minutes
   e. Committee Reports
      i. Standing Committee Reports
      ii. Special Committee Reports
      iii. Mediation Committee Reports
   f. Delegate Reports
   g. Gallery Comments
   h. Old Business
   i. New Business
   j. Gallery Comments
   k. President of the Senate Announcements
   l. Senator Comments
   m. Advisor Comments
   n. Adjournment

Rule XIII: Roberts Rules
A. Robert’s Rules of Order shall be the final authority on questions of Parliamentary Procedure not covered in these standing rules, or in the ASOSU Constitution and Statutes.

Rule XIV: Amendments
A. On an as-needed basis, the Senate shall convene a Special Rules Committee to review and propose amendments to these Standing Rules.
B. Amendments of the Standing Rules shall require a two-thirds majority vote of the Standing Rules Committee, and majority vote of the Senate, except in such situations in which a supermajority is required by the ASOSU Statutes.
Appendix B

ASOSU’s FY25-FY30 Fee Unit Budget Priorities

Each year the ASOSU is responsible for approving the allocation of the Student Incidental Fee to the eight fee funded units (ASOSU, Basic Needs Center, Family Resource Center, Intercollegiate Athletics, Memorial Union, Performing Arts, Recreation Sports, and Student Experiences & Engagement), and historically has issued a memorandum regarding the priorities of the student body in how these funds are spent. As the nature of responsible fiscal planning for programs and institutions of this scale requires forethought and multi-year projections, the 14th House and 82nd Senate are issuing these budget priorities to remain consistent for fiscal years FY25 through FY30. These shall be core priorities for each session of the ASOSU Senate during the FY25-FY30 period and remain unchanged, barring any specific action of future ASOSU Senates to change them. There may be additional priorities each fiscal year as determined by the respective year’s ASOSU Senate and President to best reflect the specific needs of the student body at that time.

Basic Needs

Regular cost of living adjustments
Ongoing inflationary increases each year create a larger financial burden for students. ASOSU values protecting students to the best of our institution’s ability from being overburdened by these costs. ASOSU prioritizes a livable wage for each student employee that considers the cost-of-living index each year.

Addressing food insecurity
As the cost of attending University continues to rise, many students and members of the Corvallis community find it increasingly difficult to meet the fundamental need of acquiring adequate food and nutrition. Therefore, it is one of ASOSU’s priorities to connect students to as many resources as possible that help provide them with a reliable supply of food, and to continue supporting existing initiatives and infrastructure that align with that goal.

Promoting Community Safety and Security
With an ongoingly polarized political climate, harsh economic times, uncertain future, and local events that threaten students’ safety, ASOSU recognizes the need for safety and security to be one of our priorities. We ask that units help enable students to connect with resources that can aid them in feeling secure in their in-person and digital lives. ASOSU also supports initiatives that directly promote a safe and supportive community for our student body.

Ensuring all resources remain accessible to all students
ASOSU recognizes that there are students attending this University who have varying needs and levels of mobility, and that these needs should be accounted for when making resources accessible to all students. Additionally, ASOSU supports expanding access to the resources that each of the units provide in order to both increase awareness of existing resources and benefit as many students as possible.

Sustainability

Sustainable fiscal planning
We recognize the diligent efforts of the units in their long term planning to keep the transferred costs to students as affordable as possible. ASOSU urges units to consider the fluctuations infrastructure may endure and minimize them in fee requests. ASOSU also requests the continuation of budgeting in a sustainable manner for units and students alike and be particularly thoughtful towards arbitrary positions, roles, or projects.

Environmentally Thoughtful Spending
ASOSU urges each of the units to be mindful of this campus’ sustainability efforts when purchasing single use items or handouts, and consider potential waste and reusability potential when making such purchases.

Investments in sustainable infrastructure and capital projects.
ASOSU believes it is vital to focus on sustainability when looking to the future. We urge units to do so by investing student funds into green infrastructure and lowering building energy demands. These are projects that will support the community and be a driver in social development and sustainable action.

Campus Community

Promoting campus community and interpersonal relationships
Social connections play a direct role in the mental health, academic performance, and quality of life of university students. It is a priority of ASOSU to foster interpersonal relationships and community on campus through social events, traditions, and programs targeting a broad and diverse range of students on campus. Under this view, ASOSU would appreciate the help and consideration of each of the Units, to their own capacities, in including the development recurring programs, or avenues of student connection, when evaluating their programming and event's needs in the future.