



**Association of Students of the University of Nebraska**

**Bylaws**

**Amended December 6, 2023**

# Association of Students of the University of Nebraska (ASUN) Bylaws

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# **Bylaws**

## *Part I – The Senate*

### Article I – Members

#### Section 1. Composition

- A. The Senate shall consist of no more than forty-one (41) elected members with voting privileges. These members shall be elected and/or appointed in accordance with the Constitution.
- B. Additional positions shall be added so that the average number of students represented by each senator is 650; once a position is added it shall not be removed.

#### Section 2. Qualification

Every elected or appointed member of the Senate is required to be a full-time student at the University of Nebraska-Lincoln (UNL), with a cumulative grade point average of 2.0 or higher. In addition, no student shall serve on Senate if that student is currently on academic or disciplinary probation.

#### Section 3. Election/Appointment

- A. Senators shall be elected in the spring election held by the Electoral Commission in accordance with the Association of Students of the University of Nebraska (ASUN) Constitution and such rules that the commission may adopt.
- B. Vacancies in the Senate shall be filled by the Appointments Board.

#### Section 4. Senatorial Duties

Senatorial duties include, but are not limited to:

- A. Attending all meetings of the Senate, unless excused by the Speaker of the Senate.
- B. Serving on a standing committee and attending all committee meetings, unless excused by the committee chair.
  - i. The Government Liaison Committee (GLC) Chair and Appointments Board Chair do not need to serve on a standing committee.
  - ii. Graduate and professional students may substitute serving on a standing committee by serving on the Graduate Student Assembly (GSA).
- C. One office hour per week is encouraged to be served in the City Campus Union office, or in a building of the Senator's representative college.
- D. Meeting with the senator's college Student Advisory Board (SAB) at least once per semester during the regular school year is encouraged, when applicable.

- E. Once per academic year, all undergraduate elected senators are encouraged to attend an ASUN town hall intended to improve communication between the organization and the student body.
  - i. One undergraduate elected senator will be selected from each of the following colleges: Agricultural Sciences & Natural Resources, Architecture, Arts & Sciences, Business, Education & Human Sciences, Engineering, Fine & Performing Arts, and Journalism & Mass Communications for a total of eight representatives to help lead the inter-college senate town hall.
  - ii. The town hall will be moderated by a member of the ASUN executive committee or their designee.
  - iii. ASUN shall, to the fullest extent possible, promote the town halls to the student body.
  - iv. Town hall events shall serve to:
    - 1. Provide a forum for open communication between the senate and the student body
    - 2. Inform the student body about current and/or upcoming legislation passed in the senate
    - 3. Enhance transparency and accountability of ASUN
    - 4. Promote active engagement and participation of the student body in the ASUN decision-making process.
  - v. At least one senator shall provide a summarizing report of the town hall at the senate meeting subsequently following the event.

## Article II – Officers

### Section 1. Officers

The ASUN Senate shall have the following officers:

- A. The President.
- B. The Internal Vice President.
- C. The External Vice President.
- D. The Speaker of the Senate.
- E. The Appointments Board Chair.
- F. The Recording Secretary.

### Section 2. Election/Appointment

- A. The President, the Internal Vice President, and the External Vice President shall be elected in accordance with the Constitution, Article V, Section 2.
- B. The Speaker of the Senate shall be elected from the senators by a ballot majority vote.

- C. The Appointments Board Chair shall be elected from the senators by a ballot majority vote.
- D. The Recording Secretary shall be nominated by the Appointments Board and confirmed by the Senate.

### Section 3. Officers' Duties

In relation to the Senate:

- A. The President shall:
  - i. Be a non-voting member.
  - ii. Have the power to veto any line item of an Appropriations Bill within eight (8) class days and submit a statement of objection to the Senate at their next regular meeting after the veto, at which time the Senate may reverse the veto by a two-thirds (2/3) vote of the entire voting membership.
  - iii. Have the power to submit Government Bills for the consideration of the Senate.
- B. The Internal Vice President shall:
  - i. Be a non-voting member.
  - ii. Preside over meetings of the Senate.
  - iii. Keep an accurate list of senators in attendance of Senate meetings.
- C. The External Vice President shall:
  - i. Be a non-voting member.
  - ii. Preside over meetings of the Senate in the absence or at the request of the Internal Vice President.
- D. The Speaker of the Senate shall:
  - i. Serve as the chief officer and official spokesperson of the Senate.
  - ii. Preside over meetings of the Senate in the absence of the Internal and External Vice Presidents or at the request of the External Vice President when they are to preside.
  - iii. Oversee senatorial projects and serve as an additional resource for senators beyond their committee chairs.
  - iv. Create and maintain a public list of all senatorial projects on the ASUN website.
  - v. Provide orientation for senators appointed in the midst of a term.
  - vi. Send the agenda and scheduled legislation for all Senate meetings at least 24 hours before Senate convenes.
  - vii. Collaborate with the Appointments Board Chair to ensure vacant Senate positions are filled promptly.
- E. The Appointments Board Chair shall:
  - i. Chair the Appointments Board.
- F. The Recording Secretary shall take accurate minutes of Senate meetings.

## Article III – Meetings

### Section 1. Meetings

The Senate shall meet every Wednesday during the regular school year, unless changed by the Internal Vice President.

### Section 2. Notice

If the Internal Vice President changes the time or place of the meeting, two (2) weeks' advance notice must be given to the Senate and this change must be published in the Daily Nebraskan prior to the meeting.

- A. In the case of an extenuating circumstance (i.e. canceled classes, poor driving conditions, public health crisis, etc.), the Internal Vice President may change the location of a scheduled Senate meeting to web conferencing by 12:00 pm the day of the meeting.

### Section 3. Proxy Voting

Proxy voting, yielding a vote to another in one's absence, shall not be allowed.

## Article IV – Committees

### Section 1. Standing Committees

The Senate shall have the following Standing Committees:

- A. Academic Committee:
  - i. The Academic Committee shall be responsible for investigating issues pertaining to the standards of academics at UNL, representing ASUN in any ad-hoc or standing committees or advisory boards pertaining to academic affairs, promoting, and handling 15<sup>th</sup> week complaints.
  - ii. The Academic Committee shall consist of no more than two (2) chairing Senate members, up to six (6) general Senate members appointed by the Speaker of the Senate, and up to ten (10) at-large members nominated by the Appointments Board and confirmed by the Senate.
  - iii. The Academic Committee Chair shall meet on a regular basis with a representative from the Office of the Executive Vice Chancellor for Academic Affairs.
  - iv. The Academic Committee Chair will serve as the liaison to the Faculty Senate.
- B. Campus Life and Safety Committee:

- i. The Campus Life and Safety Committee shall be responsible for improving the well-being and safety of all students on campus by creating programming related to a variety of topics that affect college students.
  - ii. The Campus Life and Safety Committee shall consist of no more than two (2) chairing Senate members, up to eight (8) general Senate members appointed by the Speaker of the Senate, and up to ten (10) at-large members nominated by the Appointments Board and confirmed by the Senate.
  - iii. Responsibilities of the Campus Life and Safety Committee include, but are not limited to:
    - 1. Responding to issues relating to the safety and well-being of students on campus.
    - 2. Collaborating with student organizations pertaining to , mental health awareness, alcohol and drug safety, as well as partnering with the Sexual Misconduct Prevention committee on sexual misconduct prevention.
    - 3. Organizing community service projects to be undertaken by ASUN.
- C. Acting as a liaison between ASUN and University-wide committees and task forces as assigned by the President. Committee for Diversity, Equity, and Inclusion:
- i. The Committee for Diversity, Equity, and Inclusion shall be responsible for representing the diverse populations of the University.
  - ii. The Committee for Diversity, Equity, and Inclusion shall consist of no more than two (2) chairing Senate members, up to six (6) general Senate members appointed by the Speaker of the Senate, and up to ten (10) at-large members nominated by the Appointments Board and confirmed by the Senate.
  - iii. The Committee for Diversity, Equity, and Inclusion will be responsible for working with RSOs, university administrators, faculty and/or staff working with demographics typically underrepresented at the University. Responsibilities of the Committee for Diversity, Equity, and Inclusion include, but are not limited to:
    - 1. Advocating for a diverse, respectful, and inclusive university community.
    - 2. Researching relevant issues to promote a diverse, respectful, and inclusive university community and recommending appropriate actions to the Senate.
    - 3. Seeking Senate approval for external liaison actions including, but not limited to, taking a public stance; advocating a position to the University or any other organization, political or otherwise; or actively presenting or programming events on behalf of ASUN.
- D. Communications Committee:
- i. The Communications Committee shall be responsible for investigating issues pertaining to organizational communication challenges, generating ideas and



goals to improve communication within ASUN and between ASUN and the University community, promoting ASUN's purposes as stated in the ASUN Constitution, and encouraging membership and participation in ASUN.

- ii. The Communications Committee shall consist of no more than two (2) chairing Senate members, up to four (4) general Senate members appointed by the Speaker of the Senate, and up to five (5) at-large members nominated by the Appointments Board and confirmed by the Senate.
  - iii. Responsibilities of the Communications Committee include, but are not limited to:
    1. Overseeing activities and maintaining communications regarding media groups in the University.
    2. Actively promoting a positive image of ASUN throughout the University and greater Lincoln community.
    3. Informing the student body of enacted legislation and information concerning ASUN activities and programs.
    4. Disseminating information from ASUN to the student body.
    5. Managing the image and brand of ASUN, including online.
    6. Working with committees and Student Involvement to coordinate promotional events.
    7. Being responsible for promoting and participating in ASUN sponsored events.
    8. Supporting ASUN committees and senators with their communications needs.
- E. Environmental Sustainability Committee:
- i. The Environmental Sustainability Committee (ESC) shall be responsible for representing the interests of the student body in regard to environmental sustainability and fostering a more environmentally friendly and sustainable campus community.
  - ii. The ESC shall consist of no more than two (2) chairing Senate members, up to six (6) general Senate members appointed by the Speaker of the Senate, and up to ten (10) at-large members nominated by the Appointments Board and confirmed by the Senate.
  - iii. Responsibilities of the ESC include, but are not limited to:
    1. Reducing the impact of the University on the environment.
    2. Improving the quality of campus life and the well-being of the university community as can be done through environmental initiatives.
    3. Encouraging environmental stewardship and education among the students and staff of the University.
    4. Encouraging collaboration among various entities on campus in efforts to preserve the environment.

5. Representing the student body's commitment to environmental sustainability.
6. Acting as a liaison between ASUN and University-wide environmental committees and task forces as assigned by the President and the Office of Sustainability.

F. Student Services Committee:

- i. The Student Services Committee shall be responsible for investigating issues relating to services provided by ASUN to the student body and providing oversight of Recognized Student Organizations (RSOs).
- ii. The Student Services Committee shall consist of one (1) chairing Senate member, up to three (3) general Senate members appointed by the Speaker of the Senate, and up to three (3) at-large members nominated by the Appointments Board and confirmed by the Senate.
- iii. Responsibilities of the Student Services Committee include, but are not limited to:
  1. Approving new RSOs.
  2. Approving amendments to bylaws or constitutions of existing RSOs.
  3. Advancing to the Senate changes in the uniform conditions for the continued approval of RSOs.
  4. Periodically reviewing ASUN Bylaws and recommending changes to the Senate.
- iv. Nothing withstanding any other provision of these Bylaws, consistent with Article IV, Section 1 and Article VII, Section 1 (K) of the ASUN Constitution, all duties relating to the recognition of student organizations shall be executed exclusively by the Student Services Committee. The Chair of the Student Services Committee shall regularly inform all actions relating to student organizations to the Senate.

G. Technology Advisory and Fee Committee:

- i. The Technology Advisory and Fee Committee (TAFC) shall be responsible for annually evaluating the use of the student technology fee, approving library fee increases, providing feedback to proposals from Information Technology Services and the Libraries, providing programming and outreach regarding technological initiatives, and serving as the chief liaison between students, Information Technology Services, and the Libraries.
- ii. The TAFC shall consist of up to eleven (11) voting members: one (1) chairing Senate member, one (1) general Senate members, and up to nine (9) at-large members nominated by the Appointments Board and confirmed by the Senate; and two (2) advisors: the Chief Information Officer of the University of Nebraska–Lincoln campus or their designee and the ASUN Director of Administration or their designee.

- iii. The TAFC shall maintain bylaws governing the structure and operations of the committee. The committee shall annually submit its bylaws to the Senate for approval.
  - iv. Serving on and acting as a liaison between ASUN and University-wide committees and task forces as assigned by the President.
- H. Committee for Fee Allocations:
- i. The Committee for Fee Allocations (CFA) shall be responsible for recommending to the Senate the establishment and allocation of University Program and Facilities Fees (UPFF).
  - ii. The CFA shall consist of thirteen (13) voting members: one (1) chairing Senate member, two (2) general Senate members appointed by the Speaker of the Senate, and ten (10) at-large members, except as exempted below in times of vacancy; and two (2) advisors: the Vice Chancellor for Student Affairs or their designee and the ASUN Director of Administration.
  - iii. At-large members shall be elected in the ASUN spring election, and one (1) position shall be reserved for graduate students.
  - iv. Any at-large vacancy shall be filled by the Appointments Board at the request of the CFA, subject to approval of the Senate. Any student, regardless of class standing, may fill any vacancy.
  - v. UPFF user members or employees shall recuse themselves from subcommittees and votes specifically dealing with their respective allocation.
  - vi. The CFA may amend its bylaws, but the revision must be submitted and approved by the Senate.
  - vii. The CFA shall submit to the Senate, in the form of an Appropriations Bill, its recommendations for the allocation of student fee monies.
  - viii. In order to prevent a conflict of interest, no CFA retreat shall be sponsored by any recipient of Fund A or Fund B unless the Senate gives prior consent with a two-thirds (2/3) vote of its membership.
  - ix. The CFA subcommittee reviewing the budget of ASUN shall consist solely of at-large CFA members. No senator shall serve as a member of the subcommittee reviewing the ASUN budget. The senators serving as CFA members shall abstain from CFA votes specifically dealing with the UPFF allocation for ASUN, except in case of a tie among members at-large, in which case each of the senators shall cast an individual vote.
- I. Sexual Misconduct Prevention Committee:
- i. The Sexual Misconduct Prevention (SMP) Committee shall be responsible for improving the student knowledge surrounding sexual violence on UNL's campus while working to change campus culture surrounding sexual violence, including but limited to concepts surrounding consent and advocacy.

- ii. The SMP shall consist of at most two (2) chairing Senate members, up to five (5) general Senate members appointed by the Speaker of the Senate, and up to ten (10) at-large members nominated by the Appointments Board and confirmed by the Senate. The SMP may also include two (2) non-voting advisors: one (1) representative from the Center for Advocacy, Response and Education (CARE) and one (1) representative from the Chancellor's Commission to Prevent Sexual Misconduct.
- iii. Responsibilities of the SMP include, but are not limited to:
  - 1. Advocating for issues that support survivors of sexual violence.
  - 2. Collaborating and acting as a liaison between various student organizations pertaining to awareness of sexual and relationship violence, in collaboration with the mission of the University to increase student awareness of healthy sexual relationships, and especially consent.
  - 3. Representing ASUN and UNL's commitment to hearing survivor voices and planning according to programming.
  - 4. Encourage learning within the UNL community as it pertains to sexual and relationship violence.
- iv. Serving on and acting as a liaison between ASUN and University-wide committees and task forces as assigned by the President.

## Section 2. Standing Committee Chairs

The Speaker of the Senate shall appoint Senators to chair or co-chair all standing committees. The CFA, TAFC, and Student Services Committee may not be co-chaired. In the event of a committee being co-chaired, neither co-chair shall count toward the general Senate member total of the committee.

## Section 3. Special Committees

At-large members of Special Committees created by the Senate shall be nominated by the Appointments Board and confirmed by the Senate. The Speaker of the Senate shall appoint the Chair of any Special Committees, unless outlined specifically in the legislation creating the Special Committee.

## Section 4. Ad-hoc Members

Ad-hoc membership of a committee is to be restricted to potential individuals who carry skills or experience above and beyond the normal student to warrant special consideration for addition to one of ASUN's Standing, Special, or Executive Committees. These Ad-hoc

members are to be considered on an individual basis and must meet all requirements listed below:

- A. Come at the official recommendation of the Chair of the Committee. This recommendation must be written and given to the President and the Advisor of ASUN.
- B. Be approved by both the President and a majority vote of the Executive Committee.
- C. Be approved by the Senate.

#### Section 5. Filling Vacant Senator Seats with At-Large Members

The Speaker of the Senate may, at their discretion, direct the Appointments Board to fill vacant general Senate member seats on any standing committee with an at-large member so long as (1) the committee has at least one senator in addition to its chair; (2) every senator has a committee appointment; and (3) the Speaker of the Senate keeps enough senator seats vacant across all committees to match the number of open senate positions. General Senate member seats on the CFA and the TAFC may not be filled with at-large members.

#### Section 6. Length of Terms of Standing Committees

Following the installation of a new student government, outgoing standing committees shall exist with legislative power until the first formal meeting of the newly appointed standing committee or until the end of the spring semester, whichever comes first. Outgoing standing committees shall be encouraged to meet at their discretion with the newly appointed standing committees. Outgoing standing committees shall report to the newly elected Senate previous research and actions taken by the standing committee.

## *Part II – The Executives*

### Article I – President

#### Section 1. Appointments

- A. The President shall make the following appointments, needing approval of the Senate: ASUN Advisor, Student Publications Board, Student Court, Electoral Commission faculty advisors, members of the Government Liaison Committee, FCLA Co-Directors, and ELP Director.
- B. The President shall have power to appoint the following, informing the Senate: ASUN staff, The Big Event Co-Chairs, Electoral Commission Director, Government Liaison Committee Chair, search committees, Laura Cockson Memorial Scholarship Steering Committee, the Chief of Staff, Earthstock Co-Directors, and at-large Senate-created Task Force members.

## Section 2. Committee Membership

- A. The President, or their designee, shall serve as a member of the Academic Planning Committee and other University-wide committees, as requested by university partners.

## Article II – Internal Vice President

### Section 1. Committee Membership

The Internal Vice President, or their designee, shall serve as liaison to the Residence Hall Association, The Big Event, Earthstock, and the Dining Student Advisory Board.

## Article III – External Vice President

### Section 1. Committee Membership

- A. The External Vice President, or their designee, shall serve on the Parking Advisory Committee and the University of Nebraska-Lincoln Police Department Advisory Board, and the Homecoming Steering Committee.
- B. The External Vice President shall meet with the Chair of each college's Student Advisory Board, as applicable, to discuss relevant issues and formulate consistent responses to issues affecting the student body.

## Article IV – Executive Committee

### Section 1. Composition

The Executive Committee shall consist of the following voting members:

- A. President as Chair
- B. Internal Vice President
- C. External Vice President
- D. Speaker of the Senate
- E. Appointments Board Chair
- F. Standing committee chairs
- G. Government Liaison Committee Chair
- H. Freshmen Campus Leadership Associates Co-Directors
- I. ASUN Grants Selections Committee Chair
- J. Environmental Leadership Program Chair
- K. Graduate Student Assembly President

The Executive Committee shall also include the Director of Administration and the Chief of Staff as non-voting members. In the event that multiple chairs are appointed to one

committee, each chair shall receive an equal fraction of one vote such that each committee's vote totals one.

### Section 2. Chief of Staff

The Chief of Staff shall be an hourly-paid student staff member of ASUN Student Government. Their primary roles shall include:

- A. Organizing and overseeing projects;
- B. Coordinating information and attending meetings as assigned by the President;
- C. Serving as the Association of Big Ten Students Liaison;
- D. Serving as a non-voting member of the executive committee;
- E. Other duties as assigned by the President, Director of Administration, or the Vice Chancellor for Student Affairs, or their designee.

The Chief of Staff does not serve in a representative role but can serve on behalf of the President. The Chief of Staff shall serve at the discretion of the President and will be appointed by the President at the beginning of the new term or in case of vacancy.

### Section 3. Meetings

- L. The Executive Committee will meet at the call of the President with no less than twenty-four (24) hours' notice.
- M. The quorum for the Executive Committee will be a majority of the voting members, unless otherwise stated in the Constitution or these Bylaws.

### Section 4. Duties and Powers

The Executive Committee shall:

- A. Distribute general information to committee chairs.
- B. Refer all legislation to a standing committee.
- C. Approve signs for senators to post in their respective buildings.
- D. Attend all Senate meetings, unless otherwise excused by the Speaker of the Senate, and give executive reports.

### Section 5. Disciplinary Procedures

- A. The Internal Vice President may dismiss a standing committee member or chair, if said individual has committed any of the following infractions:
  - i. Accumulating two (2) absences from committee meetings, during a single term, without reasonable excuse as determined by the committee chair.
  - ii. Manifesting negligence generally in assigned duties.
  - iii. Committing any action unbecoming of an ASUN member.

- B. The individual may appeal the dismissal within 10 academic days to the Executive Committee.
- C. In the case of an appeal, the Executive Committee will conduct the hearing in closed session but will vote on the appeal in open session. A two-thirds (2/3) vote is necessary to grant an appeal.

## Article V – Boards, Commissions and Executive Committees

### Section 1. Appointments Board

- A. The Appointments Board shall interview and nominate students to University-wide Committees and the positions listed in these bylaws or as directed by the Senate, when vacant.
- B. The Appointments Board shall consist of the Appointments Board Chair, and two (2) appointed at-large members. The at-large members may not serve concurrently as an ASUN executive or senator, member of Committee on Fee Allocations or on the Student Court.
- C. The President shall appoint two candidates for at large membership to the appointments board, confirmed by the Senate with a 2/3 majority vote.
- D. The new members of the Appointments Board shall assume their positions upon installation with the new executives and senators or, in the case of a vacancy, immediately following senate confirmation.
- E. The Appointments Board shall define its policies and procedures for selecting students.
- F. All decisions of the Appointments Board must be unanimous.
- G. Each nomination must be ratified by a two-thirds (2/3) vote of the Senate.
- H. All persons appointed to a position must give the Director of Administration and/or the Appointments Board Chair two (2) weeks' notice, should they choose to forfeit their position.
- I. No member of the Appointments Board may seek to be appointed to the positions they are to fill during their term on the Appointments Board.

### Section 2. Government Liaison Committee

- A. The Government Liaison Committee (GLC) shall educate and engage students in civic duties and legislative actions, and deliberately communicate student views and concerns to the University's administration and the Nebraska State Government, while representing the student body as a whole and remaining impartial.
- B. The GLC shall be composed of a chair appointed by the President and up to fifteen (15) members nominated by the President and approved by the Senate by a majority vote. The Chair may be removed by the President at their own discretion.
- C. The GLC shall:



- i. Advocate such policies as the Senate may direct at all levels of government. If time does not permit Senate approval, approval may be granted by the Executive Committee or President;
- ii. Do research on political and legal issues that the committee deems relevant to students and to continue that research until the committee reaches a point where they need Senate direction for future action. Such action could include (but is not limited to) taking a public stance, advocating a position to the university, city council, state legislature, national government, or any other political organization; or continuing research;
- iii. Direct and maintain programs to promote positive relations between ASUN and governments at all levels.

### Section 3. Electoral Commission

- A. The Electoral Commission shall consist of six (6) voting members, one (1) appointed by the President as Electoral Commission Director, one (1) member from the Executive Committee, two (2) at-large members nominated by the Appointments Board and confirmed by the Senate, and two (2) faculty advisors nominated by the President and confirmed by the Senate.
- B. Any survey to appear on the general election ballot must be approved by a two-thirds (2/3) vote of the Senate.

### Section 4. Freshmen Campus Leadership Associates (FCLA)

- A. Freshmen Campus Leadership Associates (FCLA) is the freshmen representation in student government. Up to twenty-four (24) of the University's most promising freshmen leaders are selected to serve for the remainder of their freshman year in this capacity. Overarching goals of the group include an introductory education of the construction and operation of student government at the University, networking with other involved freshmen, working closely with ASUN senators and executives, participating in several well-established University traditions, and preparation for future involvement both at the University and beyond.
- B. Membership:
  - i. Associates must apply, interview, and be appointed by the FCLA Appointments Board consisting of four (4) members:
    - 1. Two (2) general Senate members, elected by the Senate.
    - 2. One (1) at-large member nominated by the Appointments Board and confirmed by the Senate.
    - 3. The President or their designee.
  - ii. FCLA shall consist of up to twenty-four (24) freshmen students currently enrolled full-time at the University.

- iii. All attempts are to be made at making FCLA as diverse as possible, in all respects, while still maintaining its mission of employing and educating some of the University's most promising leaders.
  - iv. Should a member of FCLA choose to resign, their spot will be filled from a pool of five (5) acceptable applicants maintained by the FCLA Appointments Board.
- C. Attendance:
- i. Associates are required to attend every meeting as scheduled by the Directors.
  - ii. All absences should be reported to the Directors.
  - iii. The Directors may together agree to excuse an absence, though all attempts must be made to ensure that abuses of this power are not recurring.
  - iv. More than two (2) unexcused absences a semester will result in the associate being placed under review for removal from FCLA.
- D. Leadership:
- i. The Directors shall be nominated by the ASUN President and confirmed by the Senate.
  - ii. The Directors shall facilitate the overall direction of the program as designated by the President of ASUN, maintain continual contact with the President, provide logistic information to assist with projects, facilitate idea creation and goal setting with a pragmatic timeline, ensure that associates are fulfilling their responsibilities, organize FCLA attendance at ASUN meetings, and oversee the completion of tasks towards goals.
  - iii. The Directors shall act as FCLA Chair in representation at all meetings of the ASUN Senate.
- E. Individual Project:
- i. Each member of FCLA is responsible for creating and carrying out an individual project. Members may be allowed to team up on a single project with the approval of the FCLA Directors.
    - 1. Each individual project must first be presented in a project proposal to the FCLA Directors.
    - 2. Once approved, legislation must be written and presented to the executive team to be assigned to a committee for approval.
    - 3. Once approved by a committee, the legislation will be brought to the Senate floor for Senate approval.

#### Section 6. Laura Cockson Memorial Scholarship Steering Committee

- A. The Laura Cockson Memorial Scholarship Steering Committee shall be composed of any interested family member of Laura Cockson, the previous year's recipient of the Laura Cockson Memorial Scholarship, a Gamma Phi Beta representative, and the President or their appointee.

- B. The Laura Cockson Memorial Scholarship Steering Committee shall select the Laura Cockson Memorial Scholarship recipient for the year, an individual who with character and leadership has actively and effectively promoted alcohol education and responsible alcohol consumption.

#### Section 7. Student Legal Services

- A. The Student Legal Service (SLS) Center shall advise, counsel and have court representation in areas of the law that most often concern students.
- B. The SLS Board shall be composed of the following members: the President, the SLS Coordinator, a member of the faculty of the College of Law, and a practicing attorney within Lancaster County who's a member in good standing of the Nebraska State Bar Association.
- C. Members of the SLS Board shall be appointed by the President for one-year terms, and vacancies shall be filled at the President's discretion.
- D. Meetings shall be held subject to the call of the President or the SLS Coordinator who shall serve as chairperson of the SLS Board.

#### Section 8. Graduate Student Assembly

- A. As a unique population with roles as students, teachers, researchers, and/or staff, graduate students at the University of Nebraska-Lincoln require a special representative body that is tailored to their needs. The Graduate Student Assembly (GSA) will exercise the student governance of affairs solely involving graduate students at the University, as well as collaborate with the ASUN Senate, executives, and committees on issues affecting the entirety of the University's student body.
- B. Membership:
  - i. The GSA shall consist of one (1) representative per department or program of the University that awards a graduate degree, elected or appointed as follows:
    - 1. For such department or program where a Departmental Graduate Student Association (DGSA) exists, said organizations shall be responsible to determine the method of election or appointment of the representative.
    - 2. In a department or program without an organized DGSA, the Graduate Chair shall be responsible for organizing the selection of the representative.
    - 3. The constituent DGSA or Graduate Chair shall fill all representative openings within a period of one (1) month of its occurrence, after which such vacancy may be filled by an at-large representative appointed by the Vice President of Representation and approved by two-thirds (2/3) of the Assembly.
  - ii. All representatives shall serve a renewable term of one (1) academic year.

C. Officers:

- i. The GSA shall have the following officers: President, Executive Vice President, Vice President of Student Affairs, Vice President of Representation, and Vice President of Finance.
  1. The President shall represent the GSA in all University and student government business and shall serve on the Academic Planning Committee, and the Graduate Council, and shall be a voting member of the ASUN Executive Committee.
  2. The Executive Vice President shall serve on the Graduate Council. If the office of the President becomes vacant, the Executive Vice President shall act as President for the remainder of the term. At the request of the President, the Executive Vice President may attend ASUN Senate and Executive Committee meetings.
  3. The Vice President of Student Affairs shall serve on the Parking Advisory Committee and the Student Affairs Advisory Council and may attend ASUN Senate and Executive Committee meetings at the request of the Executive Vice President, when they are meant to attend.
  4. The Vice President of Representation shall ensure that all Department Representatives have been appointed and are fulfilling their duties, as well as nominate graduate students to University-wide committee positions.
  5. The Vice President of Finance shall be responsible for the finances of the GSA.
  6. Additional responsibilities of officers shall be defined in the GSA Bylaws.
- ii. The President and Executive Vice President shall be directly elected during the ASUN spring election and may not concurrently serve as representatives. Provided the office becomes vacant, the Assembly shall elect among its membership a President and/or Executive Vice President.
- iii. The Vice President of Student Affairs, Vice President of Representation, and Vice President of Finance shall be elected by the membership of the GSA following the ASUN spring election and may not concurrently serve as representatives.
- iv. The times and methods governing the election of these officers will be specified in the GSA Bylaws and Electoral Commission Rules.

D. Advisors:

- i. The GSA Advisor shall be nominated by the GSA President and confirmed by the Assembly with a two-thirds (2/3) vote and must be a graduate faculty member. Additionally, the ASUN Director of Administration shall serve as an advisor to the GSA.

E. Committees:

- i. The GSA Bylaws shall determine the number, nature and composition of the committees. Committee chairs or co-chairs shall be elected by the Assembly by a plurality vote.
  - ii. The Executive Vice President shall appoint, taking into account individual preferences, all representatives to at least one (1) committee.
  - iii. Service in University-wide or ASUN committees shall exempt representatives from service in GSA committees.
- F. Reserved Powers. ASUN delegates the GSA the power to:
  - i. Recommend to the Senate bills and resolutions pertaining issues important to or involving graduate students.
  - ii. Develop a strategic plan with measurable goals to assess the success of the Graduate Student Assembly in meeting its goals.
  - iii. Serve as the liaison between graduate students and the Office of Graduate Studies, the Dean of Graduate Studies, and the Graduate Council.
  - iv. Manage and allocate funds originating from student fees and contributions obtained from University and non-University sources to the effect of carrying out its purpose in accordance with federal, state, municipal, University, and ASUN directives.
  - v. Nominate graduate students to University-wide committees and offices, as nominated by the Vice President of Representation, and confirmed by the GSA.
  - vi. Adopt and modify its own Bylaws, and submit them to the Senate, that can reject them by a two-thirds (2/3) vote but may not introduce any modifications.
  - vii. Provide uniform rules for the organization of Departmental Graduate Student Associations, subject to University and ASUN regulations, and the oversight of the Student Services Committee.
  - viii. Protect the interests of graduate students on campus and pursue any actions furthering their causes.
  - ix. Promote student government in all levels, as well as networking among graduate students, and between graduate students and the other members of the University community.
- G. ASUN-GSA Relations, Settlement of Issues, and Dissolution
  - i. No alteration may be introduced into this Section of the ASUN Bylaws without written request or consent of the GSA. Such modifications must initially be approved by three-fourths (3/4) of the membership of first the GSA and ultimately by three-fourths (3/4) of the membership of the Senate.
  - ii. The GSA and ASUN officers shall conduct a periodic review of the structure and function of the Assembly and suggest any changes towards its improvement. No more than two (2) years may elapse between such reviews.

- iii. The Student Court shall have the authority to settle conflicts arising between the ASUN Senate and officers and the GSA. The University Appeals Board shall serve as appellate jurisdiction to the Student Court.
- iv. The GSA may by three-fourths (3/4) vote, at any time, petition the Senate for its dissolution or separation. A three-fourths (3/4) vote of the Senate shall be required to dissolve the GSA or approve separation. In the case of dissolution, all outstanding assets and liabilities will be transferred to ASUN. In the case of separation, all assets that would rightfully be used by the GSA would be transferred to the GSA.

### Section 9. Environmental Leadership Program

- A. The Environmental Leadership Program (ELP) is designed to develop future campus leaders. Participants will gain hands-on experience working on environmental projects, obtain knowledge on environmental issues, and develop leadership skills including communication, self-awareness, time management, and resource utilization. ELP will work closely with the ESC to promote sustainability at the University.
- B. Membership:
  - i. Associates must apply, interview, and be appointed by the ELP Appointments Board consisting of the appointed ELP Director, one (1) delegate of the ASUN Appointments Board, and a maximum of two (2) general Senate members, elected by the Senate.
  - ii. ELP shall consist of twenty (20) freshmen and sophomores currently enrolled full-time at the University.
  - iii. Should a member of ELP choose to resign, their spot will be filled from a pool of acceptable applicants maintained by the ELP Appointments Board.
- C. Attendance:
  - i. Associates are required to attend every meeting as scheduled by the Director.
  - ii. All absences should be reported to the Associate Director.
  - iii. The Director and Associate Director may together agree to excuse an absence, though all attempts must be made to ensure that abuses of this power are not recurring.
  - iv. More than two (2) unexcused absences a semester will result in the Associate being placed under review for removal from ELP.
- D. Leadership:
  - i. The Director:
    - 1. The Director is appointed by the ASUN President and approved by the Senate.
    - 2. The Director shall facilitate the overall direction of the program as designated by the President of ASUN, maintain continual contact with the President, maintain continual contact with the ESC Chair, develop

- educational curriculum and its implementation, and oversee the completion of tasks towards goals.
  - 3. The Director shall act as ELP Chair in representations at all meetings of the ASUN Senate.
  - 4. The Director will serve as a voting member of ESC.
- E. Duties. ELP associates shall:
- i. Work with ESC members on their projects.
  - ii. Work as a group to outline, research, and implement a group project.
  - iii. Promote environmental education on campus.

#### Section 10. The Big Event

- A. The Big Event shall maintain bylaws governing the structure and operations of the committee. The committee shall annually submit its bylaws (in the fall semester) to the Senate for approval.
- B. The co-chairs shall be appointed by the ASUN President following the event each spring.
- C. All other executive members will be appointed by the co-chairs following an application process during the spring semester.

#### Section 11. ASUN Grants Selections Committee

- A. The ASUN Grants Selections Committee (GSC) provides overall direction for grants offered by ASUN and shall have sole authority to receive and approve or reject grant requests for funds from ASUN grants with advice and consent from the ASUN Student Senate in some cases.
- B. The GSC has two primary functions:
  - i. Green Fund Selections
  - ii. Equity Grant Selections
- C. The GSC shall consist of seven members elected by the student body in the spring election.
  - i. One elected member will be appointed by the President to serve as the Chair.
  - ii. The remaining six (6) members will serve on one (1) selection subcommittee (Equity Grant or Green Fund).
  - iii. Duties of the Chair:
    - 1. Serve as a non-voting member on both subcommittees.
    - 2. Assign three (3) members to each subcommittee to meet and vote on fund requests.
    - 3. Organize regular meetings with the subcommittees.
    - 4. Maintain communication with applicants and act as the spokesperson for the committee.

- D. The GSC chair shall submit rules for each grant subcommittee outlining the application procedures, objectives, requirements, and due process for selecting funded projects to the ASUN Senate by September 1 of each academic year. The Senate must adopt these rules with a 2/3 vote.
- E. The following guidelines apply to all grant selections decisions:
  - i. State Law and Regent Policy supersede these rules.
    - 1. In accordance with NU Board of Regents Policy 5.9.1, grants may only be made on a one fiscal year basis and may not be granted to a single organization more than once in a two-year period. All projects must be completed by the end of the fiscal year in which the grant was approved.
  - ii. The primary purpose of proposed projects should fall under the scope of the subcommittee in which they are applying. For a project to receive funding it must also meet the following requirements:
    - 1. Have a clearly defined, measurable outcome.
    - 2. Incorporate publicity, education, or outreach.
    - 3. Have a staff/faculty sponsor.
    - 4. Willing to display the ASUN logo on all marketing materials if the project is awarded funding.
    - 5. Neither Green nor Equity funds may be used for any purposes that violate University of Nebraska-Lincoln policies and procedures.
    - 6. Completion by June 1<sup>st</sup> of the academic year in which they are proposed.
- F. Projects exceeding a total allocation request of \$1,250 must be approved by the Senate.
  - i. Both subcommittees of the GSC shall have the authority to approve projects without Senate consent that request \$1,250 or less.
  - ii. The GSC Chair shall inform the Senate of the approval of projects that request \$1,250 or less.
- G. Each subcommittee shall maintain an objective rubric based upon the rules approved by the Senate. The rubric shall be made available to each applicant after a determination of funding.
- H. In the case an applicant is denied funding, the applicant has a right to appeal the decision of the GSC to the Executive Committee within 10 academic days. Appeals must be made in writing to the chair of the GSC. The Executive Committee shall then conduct an appeal hearing in closed session but will vote on the appeal in open session. A two-thirds (2/3) vote is necessary to grant an appeal.
- I. If an applicant does not receive notification of funding status from the GSC within 15 academic days of initial submission, the application and request for approval will be added to the subsequent Senate agenda for consideration by the full Senate.
- J. Allocation of Funds:



- i. The President will include in their annual budget proposal to CFA, the Senate, and the Chancellor, an allocation of part of the ASUN UPFF proposal to be set as a line item serving as the total budgeted allocation to the GSC for the following year.
    - 1. The GSC will operate as long as there is money in the Green Fund or Equity Grant line items.
    - 2. Money will only be removed from the Green Fund or Equity Grant line items to fund projects that were approved for grant money awards by the GSC.
  - ii. Funds may be accessed in the following ways:
    - 1. Reimbursement of expenses (check) through the SOFS office from the Green Fund or Equity Grant account in the ASUN budget.
    - 2. Direct purchase through the ASUN office (i.e. purchase order).
    - 3. All reimbursements and purchases made are subject to the review and approval of the ASUN Treasurer.
  - iii. Accurate financial records must be kept:
    - 1. The GSC must keep an accurate account of currently approved projects for funding and accurate listings of how much has been disbursed to those projects. Staff in the ASUN office must have access to this account so that they can appropriately reimburse and issue purchase orders.
    - 2. Receipts for reimbursements and purchase orders must be kept for all existing and completed projects.
- K. This Bylaw takes effect during the spring 2025 general election cycle. The Green Fund and Equity Grant will continue operations until this Bylaw goes into effect.

## Section 12: Earthstock

- A. Earthstock shall be a month-long event celebrating Earth Day which serves to promote sustainability.
- B. The co-chairs shall be appointed by the ASUN President following the event each spring.
- C. All other executive members will be appointed by the co-chairs following an application process during the spring semester.

## Article VI – General Provisions

### Section 1. Senatorial Supremacy

All commissions, committees, and boards authorized by ASUN must annually submit their current bylaws and procedures to the Senate. Changes in its bylaws or constitution must be approved by the Senate. Minutes or regular reports must be given to the Senate.

## Section 2. Non-Discrimination Clause

Neither ASUN nor any Recognized Student Organization (RSO) may discriminate in the selection of members or appointments when discrimination is defined as denying individuals membership or appointment on the basis of gender, age, disability, genetic information, race, color, religion, pregnancy, marital status, veteran's status, national or ethnic origin, gender identity or expression, place of residence, political affiliation, or sexual orientation.

## Section 3. Diversity Statement

- A. The Association of Students of the University of Nebraska (ASUN) is a body created to represent the University of Nebraska-Lincoln's diverse student population. As such, all branches of student government need to be aware of the diverse needs and concerns of the student body. Due to the inherent interest of ASUN in the operation and affairs of the University, a concerted effort will be made to ensure that all students have a quality educational experience, enriched by an appreciation of differences, at the University of Nebraska-Lincoln.
- B. In order to maintain an effective student government, ASUN will be sensitive to the needs of UNL students, be a strong advocate for minority and underrepresented student issues, ensure all students are afforded a safe, respectful, and inclusive university environment, and challenge intolerance and misinformation. ASUN will also encourage its members and the student body to participate in programs and events which highlight the heritage and contribution of minority and underrepresented groups.

## Section 4. Special Rules

The Senate may adopt Special Rules to govern the ASUN with a vote of two-thirds (2/3) of those present and voting. Any entity of ASUN may request to have the Special Rules concerning their functions amended in a written request to the Student Services Committee. Special Rules may be suspended by a two-thirds (2/3) vote of those present and voting at any meeting.

## Section 5: Waste at ASUN Events

Any event where ASUN is the sole or primary sponsor must work to be zero-waste.

- A. A zero-waste event shall be defined as working in the best ability to divert at least 95% of all waste from an event from the landfill by using proper utensils and supplies, and by having containers for both recycling and composting present.

## Section 6: Carbon Neutrality

ASUN is committed to ensuring that all ASUN derived travel out of state by road or in any capacity by plane is carbon neutral. ASUN derived travel shall be defined as round trip travel to events ASUN Student Government elected and appointed officials attend in order to fulfill their governmental duties. Carbon neutral travel shall be defined as working to the best of its ability by and through the powers and finances of ASUN to offset all carbon emissions created by extensive ASUN derived travel. This will be achieved by calculating ASUN's carbon emissions and compensating for what ASUN has produced by purchasing carbon offsets. The calculation procedure is as follows:

- A. The Executive or Committee Chair that led the travel experience will use the Sustainable Travel International's Carbon Calculator on [sustainabletravel.org](http://sustainabletravel.org)
- B. Select the utilized mode of transportation
- C. Chose to calculate the emissions based on distance
- D. Enter the distance driven in total for the trip
- E. Allocate the calculated sum and maintain a total sum tally for each
- F. Environmental Sustainability Committee (ESC) will direct the calculated carbon offset funds, as a committee, to the Green Fund Subcommittee and notify Senate of the total amount donated via committee report no later than March 10<sup>th</sup> of each calendar year.

## *Part III – The Student Court*

### **Article I – Student Court**

#### Section 1. Constitutional Authorization

As outlined in the Constitution, "The Student Court shall operate under and be governed by such rules and regulations as the Student Senate shall adopt by ordinance or bylaw, except that such rules and regulations shall not infringe upon any of the powers herein granted to the Student Court."

#### Section 2. Procedures and Policies

The Student Court shall be governed by the procedures and policies outlined in the Special Rules.

#### Section 3. Concurrent University Conduct Board Membership

Every Student Court Justice, upon appointment, will be recommended to the Chancellor for appointment to the University Conduct Board.

## *Part IV – General Provisions*

## Article I – Bylaws

### Section 1. Amendment

These bylaws may be amended with a three-fourths (3/4) vote of those present and voting taken by roll call, provided written previous notice of the amendment was given at the previous meeting. Written previous notification shall be when the Bylaw amendment meets the regular requirements to be included as an agenda item and is included as an agenda item at the previous meeting.

### Section 2. Suspension

None of these Bylaws, including rules in the nature of special rules of order, may be suspended by any vote.

## Article II – Parliamentary Authority

The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the ASUN in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the ASUN may adopt.

## Article III – Other Provisions

### Section 1. Qualification

Every student elected/appointed to any ASUN position is required to be a full-time student at UNL, they must have a cumulative grade point average of 2.0 or higher. In addition, no student shall serve in an appointed position if that student is currently on academic or disciplinary probation.

### Section 2. Supremacy Clause

Nothing in these Bylaws shall be construed to be in conflict with any applicable law or with the University of Nebraska Board of Regents’ or the University of Nebraska-Lincoln’s Bylaws, Policies or Rules. Where anything in these Bylaws conflicts with any Bylaws, Policies, or Rules of the Board of Regents or the University of Nebraska-Lincoln, the provisions of the Board of Regents’ or the University of Nebraska-Lincoln’s Bylaws, Policies or Rules shall govern.