

Winona State Student Senate Bylaws

Last amended: April 12th, 2022

Article I. Purpose

The Student Senate Bylaws set forth the procedural functioning of this organization. Policies, rules, and decisions set forth in this document shall take precedence over all committee bylaws. The Winona State University Student Association Constitution shall take precedence over these bylaws.

Article II. Policies

Section 1. Attendance

Subsection A. The Vice President shall be responsible for monitoring attendance.

Subsection B. Absences and partial absences shall be noted in the minutes under roll

call. **Subsection C.** Absences

1. Shall be defined as not in attendance for a complete WSUSS meeting.
2. Absences will be excused if approved by the WSUSS Vice President at least one hour prior to WSUSS meetings and mandatory activities, unless there is an emergency.
3. Excused absences include non-regular, timely academic responsibilities and other appropriate academic or professional responsibilities as approved by the Vice President.
 - a. Regular conflicts for other extra-curricular activities will not be excused.
 - b. Regular academic conflicts that allow members to attend at least 50 minutes of WSUSS meetings, if meeting length allows, will be excused.
4. Mandatory activities will be held outside of WSUSS and committee meetings and will be specified by the executive board and by a majority vote of WSUSS.

Section 2. Resignations

Subsection A. Any member of WSUSS may voluntarily terminate membership by submitting a written statement to an executive officer.

Subsection B. A resignation will become effective as noted in the written statement. **Section 3. Senator Duties**

Subsection A. Senators shall address student concerns throughout their term to the proper place. For example, Senate Committee or Administrators.

Subsection B. All senators shall contact student club/organizations each month per the direction of the Vice President.

Subsection C. Senators shall serve on at least one standing WSUSS committee.

Subsection D. Senators shall serve on at least one All-University committee as assigned by the executive board. Senators shall submit written documentation of meeting attendance and participation to the Vice President.

Subsection E. Senators shall serve office hours as defined in Section 4.

Subsection F. Senators shall complete community service as defined in Section 5.

Section 4. Office Hours

Subsection A. Members shall serve office hours in the WSUSS office.

1. Executive officers shall serve ten office hours per week.
2. Senators shall serve two office hours per week.
 - a. Senators serving on any ad-hoc, election, or working documents committee shall be exempt from up to one weekly office hour for the duration of their commitment.
3. Standing committee chairs shall serve four office hours per week.

Subsection B. Affiliated members.

- a. ASO Director shall serve four office hours per week.
- b. Executive Assistant shall serve three office hours per week.
- c. Director of Communications shall serve three office hours per week.

Subsection C. Office Hour Coordination

1. The Vice President shall coordinate office hour documentation.
2. The Vice President shall coordinate and monitor office hour attendance.
3. Any missed office hours shall be served during the next academic week.
4. One accountability mark will be given for not completing weekly office hours.

Section 5. Community Service

Subsection A. WSUSS members shall complete two documented volunteer hours each semester within the Winona Community.

Section 6. Mandatory Trainings

Subsection A. Members during their term must participate in and complete a form of leadership training. The training may include, but is not limited to:

1. Safe Space Training
2. Bystander Intervention Training

3. Applicable leadership trainings held by WSU staff

Subsection B. The Vice President shall oversee that members complete said training and that it is completed in a timely manner.

Subsection C. The Vice President is charged with overseeing availability of said trainings

Subsection D. Senators may be excused from applicable trainings, at the discretion of the Vice President and must be given an alternative training to complete

Section 7. University Sponsored Event Attendance.

Subsection A. Members during their term must attend two (2) University sponsored events per semester. At least one (1) event is required to be related to inclusion and diversity or cultural competency.

Subsection B. The event attendance can serve as one (1) office hour during the week of the event.

Subsection C. The member must inform the Student Senate Vice President of their attendance of an event.

Subsection D. Event attendance fulfillment will be up to the discretion of the Vice President.

Section 8. Representation Classification

Subsection A. Senators may represent the following degree granting academic colleges: Business, Education, Liberal Arts, Nursing and Health Sciences, Science and Engineering. To be eligible, the candidate must have declared their major (but do not necessarily need to be accepted) to the college of which seat they are running for at the time they take office.

1. College of Education representatives must either:

a. be declared as an education major in the College of Education;

OR

b. be declared a secondary education major in any other college, provided that the major will result in an educator license.

2. A week before any Student Senate election application goes out, the WSUSS advisor will check to see if all members of Student Senate are still declared to the college that they represent. If not, they will be subject to removal from WSUSS.

a. The seat will be filled in the next available election.

b. In the event of a double major, a senator will be subject to removal if the major that is dropped reflects a change in college representation the individual was elected for.

Subsection B. Every two years, the Judicial Committee shall request information from

Institutional Research on the number of majors in each degree granting academic college, and each college shall be granted a number of senators based on the proportion of the total.

1. As of spring 2022, the following number of seats shall be awarded to each college. These proportions must be reviewed in the spring of 2024
 - a. College Business: 2 seats
 - b. College of Education: 2 seats
 - c. College of Science & Engineering: 2 seats
 - d. College of Liberal Arts: 4 seats
 - e. College of Nursing & Health Sciences: 5 seats

Subsection C. Senators may represent the freshman, sophomore, junior, senior classes, and graduate programs. To be eligible, candidates may be up to eight credits under the minimum credit requirement as specified by the Registrar's Office at the time they take office. Candidates may not be over the maximum credit limit as suggested by the Registrar's Office at the time they take office.

1. There shall be two seats for each freshman, sophomore, junior, and senior classes, and one graduate seat.

Subsection D. Senators may represent WSUSA as at-large senators. To be eligible, candidates must be enrolled at Winona State University.

1. There shall be four seats for at-large senators.

Subsection E. Senators may represent the WSU-Rochester Campus. To be eligible, candidates must be a registered student at the WSU-Rochester campus and may be apart of any class and college and follow the credit requirements outlined in the previous sections.

1. There shall be one seat specifically designated to the WSU Rochester campus.
2. WSU-Rochester students are also eligible for any other seat that they fit the requirements for.

Subsection F. Senators may represent international students. To be eligible, candidates must be a registered international student with the International Student and Scholar Services (ISSS) office and may be apart of any class and college and follow the requirements outlined in the previous sections.

1. There shall be one seat specifically designated to international students.
2. International students are also eligible for any other seat that they fit the requirements for.

Section 9. Affiliated Members

Subsection A. Alliance of Student Organizations Director

1. Shall co-chair the Judicial Committee.

2. Shall oversee club constitution reviews and regularly update the club directory.
3. Shall serve as the liaison between ASO and WSUSS regarding matters pertinent to the ASO body.
4. Shall give a report during each regularly scheduled WSUSS meeting.
5. Shall hold regular office hours as prescribed in Article II. Section 4.
6. Shall report to the WSUSS President
7. Shall be a voting member of the Student Activity Fund Committee
8. Shall supervise the club shadow box updates
9. Shall oversee club fairs and ASO participation at Warrior Game Day Experience.
10. Shall organize ASO meetings at least three times each semester
11. Shall shepherd Registered Student Organizations

Subsection B. Executive Assistant

1. Shall take minutes at WSUSS meetings.
2. Shall post an agenda and the previous week's meeting minutes at least 24 hours prior to the regularly scheduled WSUSS meeting.
3. Shall archive a copy of each week's minutes within seventy-two hours of their approval by WSUSS.
4. Shall keep an ongoing list of dated action items including the verbiage of the item, who moved and seconded the item and roll call if applicable.
5. Shall archive a list of non-financial motions on the WSUSS website.
6. Shall perform all duties requested by the executive officers of the WSUSS.
7. Shall hold weekly office hours as prescribed in Article II. Section 4.
8. Shall update and maintain the WSUSS website.
9. Shall assist the ASO Director in updating the club directory and overseeing club shadow box updates.
10. Shall maintain the display case located in the Student Union.
11. Shall assist the Director of Communications in organizing and promoting WSUSS events.
12. Shall attend each WSUSS meeting in its entirety.
13. Shall report to the WSUSS President.

Subsection C. Director of Communications

1. Shall update and maintain all social media accounts.
2. Shall organize and promote WSUSS events.
3. Shall promote all WSUSS elections.
4. Shall update the WSU community on recent Senate action.
5. Shall give a report during each regularly scheduled WSUSS meeting.
6. Shall schedule professional headshots for members of the WSUSS.
7. Shall report to the WSUSS President.
8. Shall assist with organizing student engagement for Warrior Game Day Experience and, at their convenience, attend Warrior Game Day Experience planning meetings.

Section 10. Stipend Reviews

Subsection A. The Executive Board shall report to the Judicial Committee nine weeks and three weeks prior to the last meeting of each semester regarding committee chairs' and affiliated members' fulfillment of duties and expectations of the position as outlined in the WSUSS Constitution and Bylaws.

Subsection B. The Judicial Committee shall review the Executive Board report regarding payment of stipends and decide whether to pay the full stipend up to that point, no stipend, or a partial stipend.

1. The review process shall balance the fiduciary responsibility of Student Senate to ensure that only the most qualified people are paid with student life fee monies with the philosophy of education and professional development inherent in these positions.

Subsection C. The Judicial Committee shall make a recommendation to the WSUSS at the eighth to last and second to last meeting of each semester regarding the payment of stipends for committee chairs and affiliated members.

Subsection D. The Executive Board and the Judicial Committee shall meet in executive session to discuss the stipend reviews to protect personal information.

Subsection E. All committee chairs and affiliated members, upon WSUSS confirmation, shall sign a document detailing the duties of their position as outlined in the constitution and bylaws and detailing the stipend review process. Signing this document shall constitute acknowledgment and acceptance of these terms and conditions of employment.

Section 11. Senate Accountability

Subsection A. Accountability Marks

1. Accountability marks are intended to hold senators, executive officers, and affiliated members accountable to the constituencies they represent and the Senate body in instances including, but not limited to:

- a. Failing to fulfill obligations outlined in the WSUSS Bylaws or WSUSA Constitution
 - b. Acting in a manner that violates the Winona State University Student Code of Conduct
2. Senators, executive officers, and affiliated members are subject to automatic expulsion from WSUSS if they receive 12 accountability marks during their term
- . Accountability marks will be administered at the discretion of the Vice President
- a. Accountability marks will be reported to the Judicial Committee weekly, and the Judicial Committee can overturn the Vice President's decision with a 2/3rds majority when the situation is subjective
 - b. Accountability marks will be absolved once a WSUSS member's term expires
2. Senators, executive officers, and affiliated members shall receive the specified number of accountability points listed herein:
- a. Three marks per unexcused absence to Senate meetings or Standing Committee meetings
 - b. Three marks for not completing PACT and other relevant trainings
 - c. Two marks per excused absence to Senate meetings or Standing Committee meetings
 - d. Two marks for not completing one or both required university sponsored events
 - e. Two marks for not completing one or both volunteer hours each semester
 - f. One mark for not completing required weekly office hours
 - g. One mark per unexcused tardy to Senate meetings or Standing Committee meetings
 - h. One mark for two excused tardies to Senate meetings or Standing Committee meetings
3. The executive board will reach out when they receive their fourth and eighth accountability points

Subsection B. Automatic expulsion Appeal Process

- 1. In case of a WSUSS automatic expulsion, an appeal must be submitted before the next regularly scheduled WSUSS meeting to WSUSS through the Judicial Committee in a letter detailing the reason for the appeal.
 - a. The member's presence is not required.
 - b. The Judicial Committee will present the letter at the next regularly scheduled WSUSS meeting.

- c. Each voting member of the Senate shall be allowed to speak once in executive session
- d. It will be moved to an immediate ballot vote.
- e. A majority in favor of the appellant will reinstate them.
- f. If the member is reinstated, they shall start over at six marks.

Section 12. Students United Events Attendance and Responsibility

Subsection A. After names are ratified by WSUSS, submitted to Students United, and arrangements have been confirmed, anyone who withdraws their attendance of the event will pay their room fee to WSUSS as charged by WSUSA.

Subsection B. If an attendee misses or skips any required Students United scheduled event, that individual will pay the room fee as charged by Students United.

Subsection C. If Students United is charged by a hotel for disorderly conduct in a WSUSS room, all listed occupants will be charged the room fee.

Section 13. All-Student Emails

Subsection A. The subject matter must affect seventy-five percent of the student population, and all of the Executives must respond to the emailed proposal before it can be sent.

Article III. Committees

Section 1. Structure

Subsection A. Committee Chairs

1. Shall act as spokesperson for the committee.
2. Shall give a report at regularly scheduled WSUSS meetings.
3. Shall preside at committee meetings.
4. Shall oversee tasks performed by committee members.
5. Shall coordinate committee meeting times.
6. Shall complete a compilation with input from and approval of committee members, including, but not limited to, a letter of advice to the next Chair, committee minutes, and the long-term committee goals.
7. Shall perform other duties as requested by WSUSS Executive Officers.

Subsection B. Committee Vice Chair

1. Shall assume chair duties in the absence of the chair.
2. Shall take roll call at every committee meeting.
3. Shall take meeting minutes.

4. Shall forward meeting minutes to the Vice President, committee members, and webmaster.

Subsection C. Senators

1. Shall not have more than one unexcused and three excused absences per semester from committee meetings.
2. Shall have one vote.

Subsection D. Associate Senators

1. Requirements

- a. Shall be a currently enrolled student at WSU.
- b. Shall have attended two committee meetings of the desired committee.
- c. Shall be appointed by committee vote pending Senate approval.
- d. Shall submit contact information to the Vice President before the confirmation vote by the Senate.
- e. Shall not have more than 1 unexcused and 3 excused absences per semester from committee meetings.

Section 2. Standing Committee Meetings

Subsection A. Meetings shall be called on a weekly basis.

1. Meetings may be cancelled no more than twice per semester.

Subsection B. Standing Committees must perform specific tasks, including but not limited

to: 1. Academic Affairs Committee will:

- a. Organize commencement speaker applications and select commencement speakers.
- b. Attend committees relevant to academic policies including, but not limited to, Student Conduct and Citizenship, Advancement and Academic Advisory, and the All-University Policy Committee.
- c. Coordinate projects pertaining to academic policy.

2. Student Services Committee will:

- a. Organize projects that impact the everyday lives of students.
- b. Attend committees relevant to the welfare of students including, but not limited to, Kryzsko Advisory, JED Campus, and Orientation Committee.
- c. Coordinate at least two blood drives per semester.

3. Student Activity Fund Committee (SAFC) will:

- a. Review all club funding requests.

- b. Conduct the Annual Financial Review process.
- c. Conduct random club audits as prescribed by the SAFC rules.
- 4. Equity and Inclusive Excellence Committee will:
 - a. Organize projects and events with clubs and the Equity and Inclusive Excellence Office to promote cultural competency, inclusion, and diversity.
 - b. Attend committees relevant to equity and inclusive excellence including, but not limited to, Inclusive Excellence Committee, Sexual Violence Advisory Committee, and Affirmative Action and Title IX Compliance Committee.
 - c. Coordinate two safe space trainings with the Equity and Inclusive Excellence Office for Senators per academic year.
- 5. Judicial Committee will:
 - a. Oversee club eligibility including the review of all club constitutions.
 - b. Uphold WSUSS rules, regulations, and bylaws through the judiciary process.

Section 3. Committee Expulsion

Subsection A. Process for Expulsion

1. Shall apply to Senators and Associate Senators.
2. Committee members may be removed for:
 - a. Failing to meet his/her duties as outlined in the WSUSS Constitution and Bylaws, including committee attendance requirements.
 - b. Acts in a way that violates the Winona State University Student Conduct Code.
3. Upon learning of a member's eligibility for removal, the committee chair will inform the expelled member and the WSUSS Vice President of the expulsion in writing, stating the reason of expulsion and its effective date.
4. The Vice President shall report the expulsion to the Judicial Committee at its next regularly scheduled meeting.
5. The President's Cabinet will reassign the expelled committee member to another standing committee.
 - a. If a member is expelled from two standing committees within one term, the member will be removed from WSUSS according to Article II. Section 9.

Subsection B. Committee Expulsion Appeals Process

1. In case of a standing committee expulsion, an appeal must be submitted to the Judicial Committee before the next regularly scheduled Judicial Committee meeting in a letter detailing the reason for the appeal.

2. Upon receiving the letter calling for expulsion, the Judicial Committee shall review the request.
 - a. The Judicial Committee shall notify the member subject to expulsion at least twenty-four hours before initiating the investigation.
 - b. If the Judicial Committee fails to initiate proceedings within two weeks of the filing date of the letter or does not submit a recommendation to WSUSS within four weeks, WSUSS shall investigate the request at its next meeting.
 - c. The Judicial Committee shall meet in executive session when dealing with all matters relating to expulsion.
3. If the Judicial Committee recommends expulsion to WSUSS, the Judicial Committee shall inform the individual subject to expulsion no later than three days before the WSUSS meeting at which the resolution for expulsion will be heard.
4. The individual subject to expulsion shall have final privilege when WSUSS discusses the committee's recommendation.
5. A two-thirds vote in WSUSS is required to pass the Judicial Committee's recommendation for expulsion.
6. The expulsion of the member becomes effective immediately after the final announcement of the vote.

Article IV. Elections

Section 1. Election Committee

Subsection A. Members of the election committee shall be appointed as per Article II. Section 4. Subsection B, 2b. of the WSUSS Constitution.

Subsection B. Appointments shall be made and approved by WSUSS one week prior to the date in which applications are made available.

Subsection C. In conjunction with the Communications Director, the Election Committee shall promote the availability of applications as well as the date and time of elections through outlets such as, but not limited to, social media and the all-student email.

Subsection D. The committee shall make available the date, time, and location of the election results review one week prior to the close of election.

Subsection E. Election committee shall notify candidates of all changes to election

timelines. **Subsection F.** Election Committee shall rule on election discrepancies

Section 2. Campaign Rules

Subsection A. Student life fee money, or supplies purchased with student life fee money, shall not be used for campaign purposes.

Subsection B. Writing on University walls, or on classroom chalkboards for campaign purposes

shall not be permitted.

Subsection C. There shall be no campaigning or campaign materials displayed within twenty five feet of the WSUSS office.

Subsection D. Current elected or appointed members of the WSUSS shall not use the privileges of their position for campaigning purposes (ex. official email lists, campaigning at official senate functions, etc.)

Subsections E. Posting regulations shall be determined by individual building policies. Violations in academic buildings shall be dealt with by that academics building.

Subsection F. Candidates may not remove, destroy, or deface other candidates' material, nor encourage or knowingly permit others to do so.

Subsection G. Candidates must follow the Residence Hall Association and Housing Department guidelines for campaigning in the residence halls.

Subsection H. Candidates may not attempt to persuade any student in the act of voting.

Subsection I. Upon submitting an application, if the candidate is submitting for multiple spots, that candidate must specify a numerical order of preference for instances in which the candidate wins multiple seats.

Subsection J. Campaigns are capped at \$250 USD.

Subsection K. Any individual found to violate the campaign rules shall remain on the ballot. **Subsection L.** Election grievances are not limited to those enumerated

Subsection M. The Judicial Committee shall have the sole power to enforce campaign rules and investigate election grievances.

Section 3. Procedures

Subsection A. Applications for general elections shall be made available at least two weeks before they are due. Applications for supplemental elections shall be made available at least one week before they are due.

Subsection B. Applications shall be due one academic week prior to the opening of the polls.

Subsection C. Spring General Elections shall be concluded one month prior to Spring Commencement Day.

Subsection D. Fall General Elections shall be held by the fifth academic week of fall semester.

Subsection E. The supplemental elections shall be conducted as needed and is up to the discretion of the Executive Board.

Subsection F. A motion to ratify the elections must be considered at the first regular WSUSS meeting following the meeting at which disclosure of election results occurred.

Subsection G. Online candidate statement shall be limited to five hundred words. No pictorial representations shall be accepted.

Subsection H. Candidate statement shall be submitted no later than the election application deadline.

Subsection I. Candidate statement shall not be posted online on the official Winona State University Student Senate pages (ex-social media, University website, etc.) until after the election application deadline.

Subsection J. The voting period shall last for a minimum of one day to a maximum of four days.

Subsection K. The Election Committee shall use the computer generated election results for each election conducted electronically.

Subsection L. Write-in votes for a candidate already on the ballot will not be counted towards the total number of votes for the candidate.

Subsection M. The President and Vice Presidential candidates must run on the same ticket.

Subsection N. If two or more candidates tie for a seat, then the Election Committee shall determine that each candidate lost the seat and the seat shall remain vacant until it is placed on the ballot during the next scheduled election.

Section 4. Election Grievances

Subsection A. Any individual may submit an election grievance to the Judicial Committee within two class days of the polls closing.

Subsection B. The Judicial Committee must investigate any election grievance within one week of submission.

Subsection C. Any Judicial Committee proceedings shall be held in executive session and individuals subjected to an election grievance shall be granted judicial privilege when WSUSS discusses the Judicial Committee recommendation.

Subsection D. In the case of an election grievance for a member who also sits on the Judicial Committee, said member must recuse themselves from the Judicial Committee before the election grievance proceedings begin.

Subsection E. The Judicial Committee will bring forward their recommendation to WSUSS who will have the final decision on the grievance. Overturning the Judicial Committee's ruling requires a two-thirds vote

Section 5. Internal Elections

Subsection A. Purpose

1. WSUSS shall hold internal elections to select members as representatives for University events, including, but not limited to, WSU Homecoming Court.

Subsection B. Procedure

1. Each candidate up to two minutes for an introduction and other comments the candidate

wishes to make.

2. The floor will be opened for a question and answer period.
3. Each candidate is allowed up to a one-minute response to each question. a. The question and answer period is not to exceed a total of fifteen minutes. 4. Vote is taken by written ballot.
 - a. Each Senator may vote for as many candidates as there are open spots for an internal election.
 - b. Each open spot will be filled according to the number of votes received beginning with the candidate receiving the most votes provided said candidate receives more votes than there are blank or “no-confidence” votes.
 - c. No candidate can be elected that receives fewer votes than there are blank or “no confidence” votes. Any spots unfilled will remain vacant until the next Senate meeting.

Section 6. Professor of the Year

Subsection A. Purpose

1. WSUSS shall conduct the nomination and election process for the Professor of the Year Award.

Subsection B. Procedures

1. A nomination ballot will be sent out through an all-student email no later than one week before spring break.
2. The ballot shall include criteria for nominating professors such as: being accommodating, accountable, engaging to students, making an effort to have their curriculum relevant to daily life, and aiming to make their courses affordable for students to participate in.
3. The top five professors with the most votes will move onto the final ballot.
4. If any ties occur, professors with the same number of votes in fifth place will also move onto the final ballot.
5. The final ballot for Professor of the Year will be sent out through an all-student email and will be conducted through the WSUSS Spring General Election.
6. The professor with the most votes will be the recipient of the Professor of the Year Award.
7. If a tie occurs on the final ballot, a runoff vote will occur, and a ballot will be sent out through an all-student email one week after the WSUSS Spring General Election.
8. The professor that won the award the previous year will not be eligible for nomination for the current year’s award. This item will be displayed on the nomination ballot.

Section 7. Joe Reed Excellence in Student Service Award

Subsection A. Purpose

1. The WSUSS Cabinet shall recognize a WSU staff member for achievements in providing outstanding service for all students on campus.

Subsection B. Procedures

1. The WSUSS Cabinet shall nominate WSU staff members who demonstrate a passion for serving students before WSUSS Spring General Election Applications are distributed.
2. The WSUSS Cabinet shall select one of the nominees to receive the award before Spring General Election results are ratified.
3. The award's recipient shall be invited to speak at the final WSUSS meeting of the academic year where they shall receive their plaque.
4. WSU Staff members shall not receive the award two consecutive academic years.

Article V. Financial Motions Procedure

Section 1. Definitions

Subsection A. Financial Motions

1. Any resolutions concerning monetary charges to students, funding requests not reviewed by SAFC, fund transfers, or any committee recommendations from the Student Fee Management Committee (SFMC).

Subsection B. Proposal

1. Any presentation given by a WSU administrator, faculty, and/or staff member during a meeting of the WSUSS in which the member is seeking direction for any matters regarding tuition and/or fees that will be charged to students in the WSUSA.

Section 2. Procedure

Subsection A. WSUSS shall refrain from voting on any financial motions or proposals for a minimum of one week from the date a proposal was presented to WSUSS.

Subsection B. When a proposal is presented, WSUSS is not required to take an official stance.

Subsection C. WSUSS members are prohibited from presenting a funding request to the WSUSS body.

Article VI. Website

Section 1. Purpose

Subsection A. WSUSS shall provide and maintain a website accessible to the public to provide information about WSUSS.

Section 2. Content

Subsection A. Shall provide WSU email addresses for all WSUSS members.

Subsection B. Shall provide updated minutes for WSUSS and its Standing Committees. **Subsection C.** Shall provide the WSUSS Constitution and Bylaws.

Subsection D. Shall provide external links to student advocacy sites including, but not limited to, Students United.

Subsection E. Shall provide information on upcoming meetings.

Subsection F. Shall provide electronic documents including, but not limited to, applications, guidelines, and information provided by WSUSS to the student body.

Subsection G. Shall provide other information, as necessary.

Article VII. Registered Student Organizations (RSOs)

Section 1. Active RSOs

Subsection A. To earn distinction as an active RSO, RSOs must:

1. Maintain a roster of at least ten (10) enrolled WSU Students
2. Shall attend one club fair during the academic year
3. Shall update club directory information no later than September 15th or the following business day, and as needed thereafter.
4. Shall keep their constitution and governing documents up to date in the club directory
5. Shall attend every ASO meeting each semester
 - a. Special exceptions/arrangements can be made at the discretion of the ASO Director
6. Follow all other procedures detailed in the WSUSS Policies for RSOs **Subsection B.**

RSOs shall attend a Treasurer Workshop at the beginning of each semester. 1. Special exceptions/arrangements can be made at the discretion of the WSUSS Treasurer.

2. Active RSOs must attend a Treasurer Workshop at the beginning of an academic year to be eligible for SAF funds

Article VIII. Advisors

Section 1. Procedure

Subsection A. The WSU Student Senate President may appoint one faculty advisor and up to two student activities advisors pending Senate approval.

Subsection B. An advisor's term of office shall continue from the time of appointment through the last day of finals for spring semester.

Subsection C. Shall have signing rights on Student Senate accounts.

Subsection D. Shall act as advisors to the Student Senate.

Subsection E. Shall attend Student Senate meetings when possible.

Article IX. Suspension of Bylaws

Section 1. Procedure

Subsection A. Any portion of these Bylaws can be suspended by a two-thirds vote of the Student Senate, except as otherwise provided in this article.

Subsection B. Any Article I may not be suspended.

Subsection C. Article II. Section 6 may not be suspended.

Subsection D. Article II. Section 9 may not be suspended.

Subsection E. Article X may not be suspended.

Article X.

Section 1. Procedure

Subsection A. The WUSS will recognize service to the students of Winona State University with distinguished service Graduation Cords. The following eligibility requirements must be satisfied to be awarded WSUSS Distinguished Service Cords:

Subsection B. GPA Requirement Senators & Executives must graduate with a cumulative 2.5 minimum GPA to be considered. GPA will be reviewed by the WSUSS Executive Board.

Subsection C. Any past or present Executive or Senator with at least one year of service is eligible, providing they are in good standing within the WSUSS.

Subsection D. The applicant for cord recognition may only apply for the graduation cords after they have been admitted to graduate.

Subsection E. If all above criteria are met, the cords are approved. Executive Board has the authority to make exceptions for the above criteria.

Article XI Required Language

Section 1. MinnState Non-Discriminatory Clause

Subsection A. Winona State University is committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on familial status or membership or activity in a local commission as defined by law is prohibited. Harassment on the basis of race, sex, color, creed, religion, age, national origin, disability, marital status, status

with regard to public assistance, sexual orientation, gender identity, gender expression, or familial status is prohibited

Section 2. MinnState Hazing Clause

Subsection A. The WSUSS will not engage in any act which endangers the mental or physical health or safety of a person, subjects a person to public humiliation or ridicule, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a student group/club, organization, or athletic team. (Minnesota State Board Policies, Chapter 3 – Educational Policies, 3.6 Student Conduct.)