



Senate Bylaws

The Associated Students of Lewis & Clark

Article I: Purpose and Scope

1. The ASLC Senate (hereinafter: the Senate) is the ASLC Legislative Branch
2. The Senate is established to:
 - a. Manage the Student Fee
 - b. Serve as a forum for the student body on all matters concerning Lewis & Clark College
 - c. Serve as the representatives of the student body of Lewis & Clark
3. All operational procedures of Senate meetings are to follow the ASLC Rules of Order
4. These bylaws contain all rules governing the membership, operation, responsibilities, and duties of the Senate that are not otherwise provided for in the ASLC Constitution and cannot be construed to contain any rules not expressly stated

Article II: Membership

1. Senators
 - a. Shall each have one (1) vote in the Senate
 - b. Shall serve as the voice and directly elected representative of the student body to the Senate
 - c. Must be in attendance at Senate meetings
 - i. No Senator shall have more than three (3) unexcused absences per semester
 1. Any and all absences must be reported to the Vice President prior to the convening of the Senate meeting in question
 2. A senator's absence shall be excused under the following circumstances:
 - a. Family emergency
 - b. Personal, physical, or mental health crisis, when corroborated by a physical or mental health professional and/or upon communication with the Vice President
 - c. A prior academic or extracurricular obligation, discussed at least forty-eight (48) hours in advance with the Vice President
 - i. If a Senator acquires four (4) total absences in one academic semester, the Vice President must hold a meeting with the aforesated Senator to discuss the Senator's personal dedication and ability to commit to ASLC
 - ii. A violation of the aforesated attendance policy shall be subject to investigation and punishment by the Student Policy Advisory Committee

(hereafter: SPAC)

- iii. If there is at least one (1) student with an active application who has been contacted and is willing to serve on the Senate, more than three (3) unexcused absences will result in immediate termination
 - iv. Should no senators with active applications be willing to serve, any senator acquiring more than three (3) absences will be subject to termination pending an active application
 - d. Senators may draft and propose any and all legislation
 - e. Shall provide a report at each Senate meeting regarding any information relevant to their constituencies
 - f. Each Senator must serve on at least one (1) committee
 - i. Committee assignments are to be arranged and approved by the Vice President
 - g. In the case of a vacancy, a special election shall be held to fill the vacant seat in accordance with the procedures outlined in the Constitution and the Elections Bylaws
2. Representatives
- a. Shall have one (1) vote in the Senate
 - b. Shall be sent to the Senate by their respective constituencies
 - c. Shall serve as the voice of their constituencies within the Senate
 - d. Shall provide a report at each Senate meeting regarding any information relevant to their constituencies
 - e. Shall be in attendance at Senate meetings
 - f. The following groups shall have voting Representatives in the Senate:
 - i. Asian Student Union
 - ii. Black Student Union
 - iii. Disabled Student Union
 - iv. Feminist Student Union
 - v. Gente Latina Unida
 - vi. International Students of Lewis & Clark
 - vii. Native Student Union
 - viii. Queer Student Union
 - ix. Student Athlete Advisory Committee
3. Vice President
- a. Shall vote only in the event of a tie
 - i. Any other individual serving as chair under special circumstances shall vote only in the event of a tie
 - b. Shall chair the Senate
 - i. In the absence of the Vice President, the Chief Justice shall chair the Senate
 - ii. In the absence of the Vice President and the Chief Justice, an Associate Justice shall chair the Senate
 - iii. In the absence of the Vice President, the Chief Justice, and the Associate Justices, the Senate shall nominate a Senator to serve as the chair for the duration of the meeting
 - 1. A majority (>1/2) vote is needed to confirm a Senator as interim chair
 - c. Shall enforce and adhere to ASLC Rules of Order
 - d. Shall formulate and distribute the agenda for each Senate meeting

- i. Agendas must be distributed forty-eight (48) hours prior to its respective Senate meeting
 - 1. Emergency meetings are exempt from this time restriction, but agendas shall be distributed with the utmost expediency
 - e. Shall receive and distribute legislation from eligible members of the Senate
 - i. Legislation must be distributed forty-eight (48) hours prior to its respective Senate meeting
 - 1. Emergency meetings are exempt from this time restriction, but legislation shall be distributed with the utmost expediency
 - f. Shall be responsible for recording, tracking, and enforcing the attendance policy of the Senate and Cabinet
- 4. Auditor
 - a. Shall have no vote in the Senate
 - b. Shall take minutes at each Senate meeting
 - c. Shall record the vote on all legislation
 - d. Shall make the minutes of each Senate meeting publicly available on the ASLC website
 - e. Shall record and track attendance at every Senate meeting
- 5. Chief Justice
 - a. Shall have no vote in the Senate
 - b. Shall serve as the Chief Parliamentarian in all Senate meetings
 - i. May freely respond to any point of order
 - ii. May at their discretion appoint another parliamentarian
 - c. Shall keep the Senate informed on the business of the SPAC
- 6. Associate Justices
 - a. Shall have no vote in the Senate, unless:
 - i. The Associate Justice is a Senator and
 - ii. The Chief Justice is present and acting as Chief Parliamentarian
 - b. Shall assume the role of Chief Parliamentarian should the Chief Justice be absent or serving as Chair
- 7. President
 - a. Shall have no vote in Senate
 - b. May form and announce the formation of ad hoc committees
 - c. Shall keep the Senate informed on matters of school administration, presidential initiatives, and general business of the College of Arts and Sciences relevant to the Senate
- 8. Treasurer
 - a. Shall have no vote in the Senate
 - b. Shall keep the Senate informed on any business of the Finance Committee
 - c. Shall provide an unbiased evaluation of financial matters of ASLC and of Lewis & Clark College as needed
- 9. Engagement & Outreach Coordinator
 - a. Shall have no vote in the Senate
 - b. Shall keep the Senate informed on new or ongoing business of the Engagement & Outreach Committee
- 10. Student Resources Coordinator
 - a. Shall have no vote in the Senate

- b. Shall keep the Senate informed on new or ongoing business of the Student Resources Committee
- 11. Student Organizations Coordinator
 - a. Shall have no vote in the Senate
 - b. Shall keep the Senate informed on any new or ongoing business of the Student Organizations Committee
- 12. Student Academic Affairs Board Chair
 - a. Shall have no vote in the Senate
 - b. Shall keep the Senate informed on any new or ongoing business of the Student Academic Affairs Board
- 13. Campus Activities Board Chair
 - a. Shall have no vote in the Senate
 - b. Shall keep the Senate informed on any new or ongoing business of the Campus Activities Board
- 14. Ad Hoc Committee Chairs
 - a. Shall have no vote in the Senate unless they are already voting members
 - b. Shall keep the Senate informed on any new or ongoing business of the Ad hoc committee.
- 15. All sections within Article II are specific to each respective office and not the individual holding any of the aforementioned offices

Article III: Legislation

- 1. Bills
 - a. The Senate may amend the ASLC Constitution, any ASLC bylaws, and the ASLC Rules of Order
 - b. May be proposed by any Senator or other voting member of the Senate
 - c. Proposed bills must follow appropriate format
 - i. Proper bill format is to be determined and set by the SPAC
 - d. A bill sponsor may choose to amend legislation on the floor at any time
 - i. Any amendments a sponsor makes on the floor must be clearly announced to the members assembled
 - 1. All sponsors of a bill must unanimously affirm any proposed amendment
 - ii. Alterations made to any submitted bill before it comes to the floor are prohibited under all circumstances
 - e. Any Senate member, as defined in Article II of these bylaws, may propose amendments to any bill on the floor
 - i. The bill sponsor may accept the amendment as friendly or reject it as unfriendly
 - 1. Should a bill have multiple sponsors, acceptance of the proposed amendment amongst all present sponsors must be unanimous
 - 2. In the case an amendment is friendly the bill sponsor shall add it to the bill as specified by the proposal
 - 3. In the case an amendment is unfriendly the proposed amendment may be called up for a vote upon a two-thirds (2/3) vote of the Senate, must be added to the bill
 - f. Bills amending bylaws shall require a two-thirds (2/3) vote to pass

- g. Bills amending the ASLC Constitution shall require a three-fourths (3/4) vote to pass
 - h. Upon passage, the Vice President shall save the approved bill and send it to:
 - i. The ASLC Chief Justice to update the ASLC Constitution or the designated bylaws
 - ii. The ASLC Auditor for the Auditory Archives
 - i. Upon failure, the Vice President shall save the rejected bill and send it to:
 - i. The ASLC Auditor for the Auditory Archives
2. Resolutions
- a. The Senate may resolve to address, acknowledge, request, voice, or determine action on matters of concern to the student body
 - b. May be proposed by any member of the CAS student body
 - i. All resolutions are subject to the forty-eight (48) hour legislation deadline
 - c. Proposed resolutions must follow the appropriate format
 - i. Proper resolution format is to be determined and set by the SPAC in an official template
 - d. A bill sponsor may choose to amend legislation on the floor at any time
 - i. Any amendments a sponsor makes on the floor must be clearly announced to the members assembled
 - 1. All sponsors of a resolution must unanimously affirm any proposed amendment
 - ii. Alterations made to any submitted resolution before it comes to the floor are prohibited under all circumstances
 - e. Any Senate member, as defined in Article II of these bylaws, may propose amendments to any resolution on the floor
 - i. The resolution sponsor may accept the amendment as friendly or reject it as unfriendly
 - 1. Should a resolution have multiple sponsors, acceptance of the proposed amendment amongst all present sponsors must be unanimous
 - 2. In the case an amendment is friendly the resolution sponsor shall add it to the resolution as specified by the proposal
 - 3. In the case an amendment is unfriendly the proposed amendment may be called up for a vote and upon a two-thirds (2/3) vote of the Senate, must be added to the resolution
 - f. Resolutions shall require a two-thirds (2/3) vote to pass
 - g. Upon passage, the Vice President shall save the approved resolution and send it to:
 - i. The recipient as designated by the resolution in question
 - ii. The ASLC Auditor for the Auditory Archives
 - h. Upon failure, the Vice President shall save the rejected resolution and send it to:
 - i. The ASLC Auditor for the Auditory Archives

Article IV: Confirmation Votes

- 1. For any Presidentially-appointed position without a stipulated margin of confirmation with the ASLC Constitution or any ASLC bylaws, a majority (1/2) vote shall confirm the nominee

Article V: Amendment

- 1. These bylaws may be amended by a two-thirds (2/3) vote of the Senate