

# Bylaws of the Missouri Students Association

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## *Chapter I – Executive Branch*

- 1.00 CHAPTER ONE DEFINED – All duties, powers, and departments of the executive branch shall be placed in this chapter of the bylaws.
- 1.10 PRESIDENT – The President shall serve as the head of the executive branch and provide direction for the association.
- (A) TERM OF OFFICE – The President shall serve a term beginning during the first Senate meeting in April following the final passage of the MSA budget and ending at the inauguration of the following President. The President is required to be present on campus to fulfill their duties whenever classes are in session, including the summer session. Failure to fulfill the duties prescribed above shall result in a 25% reduction of total pay for the President.
- (B) REQUIREMENTS – The President shall have been a member of the association for more than two semesters in total. The President shall maintain a minimum 2.5 cumulative GPA for the duration of their term.
- (C) DUTIES, RESPONSIBILITIES, AND POWERS OF THE PRESIDENT – Duties, responsibilities, and powers of the President shall be listed below.
- (1) It shall be the duty of the President to follow the constitution and bylaws of the association at all times.
  - (2) It shall be the duty of the President to oversee operation of the executive branch.
  - (3) It shall be the duty of the President to report on the operation of the executive branch to the Senate at every full Senate meeting.
  - (4) It shall be the duty of the President to appoint a member of the executive branch to serve as a liaison between the executive branch and the legislative cabinet. This liaison shall be required to attend all regular meetings of the legislative branch.
  - (5) It shall be the duty of the President to ensure there is a liaison between the Association and the Campus Activities Programming Board.
  - (6) The President shall have the power to appoint and remove the members of the Executive Cabinet and to appoint new members to the Executive Cabinet if those positions become vacant. All appointments shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (7) The President shall have the power to appoint a new Vice President in the event that the position becomes vacant. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (8) The President must deliver at least one speech to the Association, one of which should be during the fall semester of their term. The President must have scheduled their first speech before the start of the fall semester or they will be subject to removal from office.
  - (9) The President shall be prohibited from publicly supporting or acting in a way that actively seeks the election of a candidate through the power of their office within the Association.
  - (10) Any executive power not specifically denied to the President, nor specifically assigned to another individual or group in the constitution, rules of the Senate, or bylaws, shall be reserved to the President.
- 1.20 VICE PRESIDENT – The Vice President shall serve as the assistant head of the executive branch and shall provide direction for the association.
- (A) TERM OF OFFICE - The Vice President shall serve a term beginning during the first Senate meeting in April following the final passage of the MSA budget and ending upon the inauguration of the incoming Vice President. The Vice President is required to be present on campus to fulfill their duties whenever classes are in session, including the summer session. Failure to fulfill the duties prescribed above shall result in a 25% reduction of total pay for the Vice President.
- (B) REQUIREMENTS – The Vice President shall have been a member of the association for more than two semesters in total. The Vice President shall maintain a minimum 2.5 cumulative GPA for the duration of their term.
- (C) DUTIES, RESPONSIBILITIES, AND POWERS OF THE VICE PRESIDENT – Duties, responsibilities, and powers of the Vice President shall be listed below.
- (1) It shall be the duty of the Vice President to follow the constitution and bylaws of the association at all times.
  - (2) It shall be the duty of the Vice President to oversee the MSA representatives to the various Chancellor's Standing Committees. This shall include meeting with the student representatives regularly and updating the Senate on the activities of all Chancellor's Standing Committees monthly.
  - (3) It shall be the duty of the Vice President to serve as the Auxiliary liaison. This shall include meeting with the leaders of the auxiliaries regularly and updating the Senate on the activities of all auxiliaries monthly.
  - (4) It shall be the duty of the Vice President to assist the President in the fulfillment of their duties and

responsibilities.

- (5) The Vice President shall be prohibited from publicly supporting or acting in a way that actively seeks the election of a candidate through the power of their office within the Association.
- (6) In the event of a vacancy in the Presidency, the Vice President shall become the President.

1.30 APPOINTMENTS – It shall be the responsibility of the President to make the following appointments.

(A) JUDICIAL APPOINTMENTS – the President shall appoint student(s) with a strong understanding of the Association’s governing documents to become Justice(s) in the event of a vacancy in the Student Court. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).

(1) REQUIREMENTS – Justices shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri.

(B) EXECUTIVE CHIEF OF STAFF – The President shall appoint a person as an assistant to the President who shall serve in a capacity of Chief of Staff. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).

(1) REQUIREMENTS – The Executive Chief of Staff shall maintain a minimum 2.5 cumulative GPA for the duration of their term.

(2) DEPUTY CHIEF OF STAFF – The Executive Chief of Staff shall have the power to appoint a person as an assistant to the Executive Chief of Staff who shall serve in a capacity of Deputy Executive Chief of Staff.

(C) DIRECTOR OF INCLUSIVITY – The President shall appoint a person as an assistant to the President who shall serve in a capacity of diversity and inclusion initiatives coordinator. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).

(1) REQUIREMENTS – The Director of Inclusivity shall maintain a minimum 2.5 cumulative GPA for the duration of their term.

(2) SELECTION – The President shall consult the presidents of the Legion of Black Collegians and the Missouri International Student Council, as well as the co-chairs of Four Front, prior to appoint the Director of Inclusivity.

(3) DEPUTY DIRECTOR – The Director of Inclusivity shall have the power to appoint a person as an assistant to the Director of Inclusivity who shall serve in a capacity of Deputy Director of Inclusivity.

(D) DIRECTOR OF POLICY AND ADVOCACY – The President shall appoint a person as an assistant to the President who shall serve in a capacity of Director of Policy and Advocacy. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).

(1) REQUIREMENTS – The Director of Policy and Advocacy shall maintain a minimum 2.5 cumulative GPA for the duration of their term.

(2) DEPUTY DIRECTORS – The Director of Policy and Advocacy shall have the power to appoint two people as assistants to the Director of Policy and Advocacy. One individual shall serve in a capacity of Deputy Director of Internal Policy and Advocacy and one individual shall serve in a capacity of Deputy Director of External Policy and Advocacy.

(E) ASUM CAMPUS PRESIDENT -- The ASUM Campus President shall be a member of the Executive Cabinet in an ex officio capacity.

(F) TREASURER – The President shall appoint a person as an assistant to the President who shall serve in a capacity of treasurer. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).

(1) REQUIREMENTS – The Treasurer shall maintain a minimum 2.5 cumulative GPA for the duration of their term.

(2) DUTIES, RESPONSIBILITIES, AND POWERS OF THE TREASURER – Duties, responsibilities, and powers of the Treasurer shall be listed below.

a. It shall be the duty of the Treasurer to create and maintain a budget for the Association in conjunction with the Budget Committee and Budget Chair. Failure to work in conjunction with the Budget Chair to create and maintain a budget for the Association shall constitute grounds for removal from office of the Treasurer.

i. The Treasurer shall be the sole author of the finalized budget draft to be sent to the Senate Budget Committee.

ii. In order to be considered working “in conjunction with the Budget Committee and Budget Chair”, the following conditions must be met:

1. All budget proposals shall be shared with the Chair of the Senate Budget Committee at a meeting, or series of meetings, specifically for that purpose. The budget proposals shall be made public at that time. These budget proposals shall include a notes section where an increase or decrease of greater than 100% of any item is justified.

2. A request by the Budget Chair to be involved with a specific meeting pertaining to the budget shall not be denied, unless upon logistical grounds.

3. The Senate Speaker and Budget Chair shall receive monthly statements of the entirety of the Budget.

- b. It shall be the duty of the Treasurer to maintain all financial transactions for the executive branch of the Association.
  - c. It shall be the duty of the Treasurer to maintain all financial records of the Association. Such records must be freely available to all members of the Association.
- (G) COMMUNICATIONS DIRECTOR – The President shall appoint a person as an assistant to the President who shall serve in a capacity of communications director. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
- (1) REQUIREMENTS – The Communications Director shall maintain a minimum 2.5 cumulative GPA for the duration of their term.
  - (2) DEPUTY DIRECTOR – The Communications Director shall have the power to appoint a person as an assistant to the Communications Director who shall serve in a capacity of Deputy Communications Director.
- (H) DIRECTOR OF STUDENT SERVICES – The President shall appoint one student to serve as Director of the Department of Student Services. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
- (1) REQUIREMENTS – The Director of Student Services shall maintain a minimum 2.5 cumulative GPA for the duration of their term.
- (I) AD HOC POSITIONS – The President shall have the power to create any position within the executive branch to carry out the duties of the branch, All individuals appointed to fill ad hoc positions shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
- (1) REQUIREMENTS – All ad hoc officers shall maintain a minimum 2.5 cumulative GPA for the duration of their term.
  - (2) RESTRICTIONS – No ad hoc position shall be assigned duties assigned to any other officer within the Association.
  - (3) TERM – All ad hoc officers shall serve a term beginning upon their confirmation by the Senate Operations Committee and full Senate and ending upon the inauguration of the President.
- 1.40 VICE PRESIDENTIAL APPOINTMENTS – It shall be the responsibility of the Vice President to make the following appointments.
- (A) CHANCELLOR'S STANDING COMMITTEE APPOINTMENTS – The Vice President shall appoint students to the various Chancellor's Standing Committees during the month of August.
- 1.50 EXECUTIVE CABINET – The executive cabinet, under the direction of the President shall maintain proper operation of the executive branch.
- (A) MEMBERSHIP – The executive cabinet shall consist of the President, Vice President, Executive Chief of Staff, Director of Inclusivity, Director of Policy and Advocacy, ASUM Campus President, Treasurer, Communications Director, and the Director of Student Services.
  - (B) DUTIES AND RESPONSIBILITIES – The executive cabinet shall set the internal policy, goals, and duties of the executive branch. They shall also be required to undergo Safe Space training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined in the internal policy determined by the President and Vice President.
- 1.60 EXECUTIVE DEPARTMENTS – There shall be three executive departments titled: the Department of Student Activities, the Department of Student Services, and the Department of Student Communications.
- (A) STRUCTURE – The structure of each department shall be as follows.
    - (1) DIRECTOR – The Director shall serve as the head of the department. The Director shall supervise and coordinate the department as to achieve the goals set by the executive cabinet.
    - (2) ASSISTANT DIRECTOR – The Assistant Director shall assist the Director in all matters relevant to the department.
    - (3) COMMITTEE CHAIR – Each department shall have a Committee Chair for each committee under the department. Committee chairs shall preside at committee meetings and functions. The Committee chair may appoint a Vice Chair to serve as an assistant.
  - (B) DUTIES, RESPONSIBILITIES, AND POWERS – Duties, responsibilities, and powers of the departments shall be listed below.
    - (1) The Director shall have the power to appoint and remove committee chairs as they sees fit.
    - (2) The Director shall have the power to transfer funds within the department.
    - (3) It is the responsibility of the Director to create, maintain, and manage a budget for the department.
  - (C) TERMINATION OF EXECUTIVE OFFICERS – If the President believes that any executive cabinet member is not performing to their duty, or is conducting themselves in an unsatisfactory manner in the performance of their duty, the President may deliver a letter to the officer in question informing them of their removal from their position. Such a letter must specify the nature of the officer's offense(s) and the justification(s) for removal. The President shall not have the power to remove the Vice President from their position.

- (1) APPEAL – The removed officer shall have three academic days to make a formal written reply to the President either accepting the justification for removal or rejecting it. The President may then decide to remove the officer or reverse their decision. Appeals to the President’s decision must be made to the Student Court.
- 1.6 DEPARTMENT OF STUDENT SERVICES – It shall be the duty of the Department of Student Services to provide programs and resources to improve the overall well being of the students of the University.
- (A) STRUCTURE – The structure of the Department of Student Services shall be as follows.
    - (1) DIRECTOR – The Director shall serve as the head of the department. The Director shall supervise and coordinate the department as to achieve the goals set by the executive cabinet.
      - a. The Director shall have the power to appoint and remove the Assistant Director and coordinators as they see fit.
      - b. The Director shall have the power to transfer funds within the department.
      - c. It is the responsibility of the Director to create, maintain, and manage a budget for the department.
    - (2) ASSISTANT DIRECTOR – The Assistant Director shall assist the Director in all matters relevant to the department.
    - (3) DEPARTMENT STAFF – The Director of Student Services shall assemble a staff that will address the following goals.
      - a. The Department of Student Services shall work on the continuation and improvement of projects or services that benefit students’ needs.
      - b. The Department of Student Services shall work on projects or services that relate to improving student safety and promoting student wellness and health.
      - c. The Department of Student Services shall work on projects or services that relate to student housing needs, whether they be on or off campus.
      - d. The Department of Student Services shall work on the creation and start-up of large, new programs or services that improve the experience of students.
  - (B) AUXILIARIES – The Department of Student Services shall coordinate with MSA/GPC Auxiliaries to promote services to students of the University.
  - (C) RECOGNIZED MSA EVENTS – The following shall be advocacy weeks and days that the Department of Student Services shall provide programming for.
    - (1) Heart Health Day shall occur annually on February 13<sup>th</sup>.
    - (2) MSA Public Transit Week shall occur annually during the second week of April.

# Bylaws of the Missouri Students Association

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## *Chapter II – Legislative Branch*

2.00 CHAPTER TWO DEFINED – All duties, powers, and departments of the legislative branch shall be placed in this chapter of the bylaws.

(A) POWERS OF THE SENATE – The following powers shall be vested in the Senate.

- (1) The Senate shall have the power to change the association bylaws.
- (2) The Senate shall have the power to allocate the association's student activity fee revenue, and all other revenue within the association.
- (3) All leaders of the association are bound to express any opinion of the student body expressed by the Senate as a resolution.
- (4) The Senate shall have the power to conduct programming and events that advocate for the student body, gather student opinion, express student opinion, and/or recruit new members for the Association.
  - (a) Each event and program conducted by the Senate for the purpose of gathering student opinion must produce legislation in the form of a Resolution expressing the opinion of the students that participated in that event.
    - (i) Legislation in the form of an Act with an attached Report to be submitted to the relevant University official(s) may replace or appear as companion legislation to the Resolution mentioned in section (a) above.
    - (ii) Any student must have the opportunity to append their name to any legislation or any report produced as a result of a Senate sponsored event.
    - (iii) The legislation mentioned in the above sections must be submitted at the next opportunity following the completion of the event.
- (5) The Senate shall have the power to force the Student Court to review and/or decide a case brought to them through the issuance of a Writ of Venire Facias. Such a writ shall require the signature of 25% of the full Senate membership.
- (6) The students at the University of Missouri shall be allowed to directly petition for legislation to be heard within the Senate. Such petitions shall be created through the online petitions form or by hand. Such legislation shall be created by the parties wishing for it to be heard. The legislation shall require the signatures of 50 members of the association. The legislation will need to be sent to the Senate Speaker for review and placement on the full Senate docket in accordance with the Rules of the Senate.
  - (a) It will be the responsibility of the Secretary of the Senate to manage the submissions of petitions through the online petitioning form.

2.10 SENATE SPEAKER – The Speaker shall serve as the head of the legislative branch and provide direction for the Senate.

(A) TERM OF OFFICE – The Speaker shall serve a term beginning during the first Senate meeting in April and ending at the inauguration of the following Senate Speaker. The Speaker is required to be present on campus to fulfill their duties whenever classes are in session, including the summer session. Failure to fulfill the duties prescribed above shall result in a 25% reduction of total pay for the Speaker.

(B) REQUIREMENTS – The Speaker shall have been a Senator or shall be a current officer of the Senate for more than two semesters in total and shall be a current Senator or officer of the Senate to be eligible to run for Speaker. The Speaker shall maintain a minimum 2.5 cumulative GPA for the duration of their term.

(C) DUTIES, RESPONSIBILITIES, AND POWERS OF THE SENATE SPEAKER – Duties, responsibilities, and powers of the Speaker shall be listed below.

- (1) It shall be the duty of the Speaker to follow the constitution and bylaws of the association at all times.
- (2) It shall be the duty of the Speaker to oversee operation of the legislative branch.
- (3) It shall be the duty of the Speaker to appoint a member of the legislative branch to serve as liaison between the legislative branch and the executive cabinet. This liaison shall be required to attend all regular meetings of the executive cabinet.
- (4) It shall be the duty of the Speaker to provide bills to the President within 48 hours of the bill passing full Senate.
- (5) The Speaker shall have the power to appoint and remove the officers of the Senate and to appoint new officer if those positions become vacant. All appointments shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
- (6) The Speaker shall have the power to assign legislative requirements to the officers of the Senate.
- (7) The Speaker shall have voting privileges as a Senator.
- (8) The Speaker shall be prohibited from publicly supporting or acting in a way that actively seeks the election of a candidate through the power of their office within the Association.

2.20 APPOINTMENTS – It shall be the responsibility of the Speaker to make the following appointments.

- (A) COMMITTEE CHAIR APPOINTMENTS – The Speaker shall appoint student(s) to become Committee Chair(s) in the event of a vacancy. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (1) REQUIREMENTS – Committee Chairs shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri. Committee Chairs must also be a current or previous MSA Senator.
- (B) SECRETARY OF THE SENATE – The Speaker shall appoint a student to become the Secretary of the Senate in the event of a vacancy. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (1) REQUIREMENTS – The Legislative Chief of Staff of the Senate shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri.
- (C) SENATE PARLIAMENTARIAN APPOINTMENT – The Speaker shall appoint a student to become Senate Parliamentarian in the event of a vacancy. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full senate (Chapter II).
  - (1) REQUIREMENTS – The Senate Parliamentarian shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri.
- (D) SENATE COMMUNICATIONS DIRECTOR – The Speaker shall appoint a student to become the Senate Communications Director in the event of a vacancy. Any such appointment shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (1) REQUIREMENTS – The Senate Communications Director shall maintain a good academic standing with the University based on the guidelines set forth by the University of Missouri.
  - (2) DUTIES, RESPONSIBILITIES, AND POWERS – Duties, responsibilities, and powers of the Senate Communications Director shall be outlined below.
    - a. The Senate Communications Director will report directly to the Speaker.
    - b. The Senate Communications Director shall work in conjunction with the Communications Director.
    - c. The Senate Communications Director shall be responsible for facilitating cohesive communications between the executive and legislative branches within the Association and for utilizing the official Senate platforms to engage with students.
- (E) AD HOC POSITIONS – The Senate Speaker shall have the power to create any position within the legislative branch to carry out the duties of the branch. All individuals appointed to fill ad hoc positions shall be subject to the approval of the Senate Operations Committee and then full Senate (Chapter II).
  - (1) REQUIREMENTS – All ad hoc officers shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri for the duration of their term.
  - (2) RESTRICTIONS – No ad hoc position shall be assigned duties assigned to any other officer within the Association.
  - (3) TERM – All ad hoc officers shall serve a term beginning upon their confirmation by the Senate Operations Committee and full Senate and ending upon the inauguration of the Senate Speaker.

2.30 LEGISLATIVE CABINET – The legislative cabinet, under the direction of the Speaker shall maintain proper operation of the legislative branch.

- (A) MEMBERSHIP – The Legislative Cabinet shall consist of the Speaker, Secretary of the Senate, Sergeant at Arms, Senate Parliamentarian, Communications Director, and the Committee Chairs of each Senate committee.
- (B) TERM AND REVIEW OF DUTIES - The legislative cabinet will serve a term of a good standing, beginning upon their confirmation by the Operations Committee and Full Senate and ending upon their leave of office. They shall also be required to undergo Safe Space Training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined in the Senate Internal Policy Handbook. On a semester basis, every member of this cabinet will be subject to review of their duties and performance. Denial of duties will subject member(s) to removal from their position via section 2.130B of these bylaws.
- (C) DUTIES AND RESPONSIBILITIES – The legislative cabinet shall set the internal policy, goals, and duties of the legislative branch.
  - (1) Set the internal policy, goals, and duties of the legislative branch.
  - (2) Propose the Senate’s Budget to the Treasurer.
    - (a) Legislative Cabinet will hear testimony from each Senate Committee Chair prior to drafting the budget proposal to be submitted to the Treasurer at a meeting specifically for this purpose.
    - (b) This testimony will be taken under due consideration during the drafting of the aforementioned budget proposal.
- (D) TERMINATION OF LEGISLATIVE OFFICERS – If the Speaker believes that any legislative cabinet member is not performing to their duty, or is conducting themselves in an unsatisfactory manner in the performance of their duty, the Speaker may deliver a letter to the officer in question informing them of their removal from their position. Such a letter must specify the nature of the officer’s offense(s) and the justification(s) for removal.

- (1) APPEAL – The removed officer shall have three academic days to make a formal written reply to the Speaker either accepting the justification for removal or rejecting it. The Speaker may then decide to remove the officer or reverse their decision. Appeals to the Speaker’s decision must be made to the Student Court.

2.40 MEMBERSHIP OF SENATE – Shall be composed of undergraduate students from the University of Missouri.

- (A) SIZE – The number of Senators shall not exceed eighty-one Senators at any given time and shall be divided amongst academic college Senators, at-large Senators, and a single seat for the Speaker.
- (B) ACADEMIC COLLEGE SENATORS – Fifty seats shall be reserved proportionally by the percent of total enrollment for each undergraduate degree program.
  - (1) Academic Switches - In the event that not all fifty seats are filled, all vacant seats shall be available to be filled in an at-large process.
    - (a) Academic college senators elected in this process shall serve a term lasting from the date of their election to the end of the semester in which they are elected.
    - (b) Academic college senators elected in this process must be members of the academic college they represent in accordance with the enrollment as defined by the University of Missouri-Columbia.
- (C) AT-LARGE SENATORS – Thirty seats shall be reserved as at-large seats meaning that a student from any degree program may fill the seat.
  - (1) PROCEDURE – Each candidate must submit a completed application, provided by the Speaker, to the Speaker and the Legislative Chief of Staff of the Senate by noon on the day prior to the election.
  - (2) ELECTION – Each candidate will then be permitted to speak briefly about themselves to the Senate. Based upon the plurality of votes, an election by the members of Senate will determine the newly elected Senators.
  - (3) Term – The term of at-large senators shall last from the date of their election to the end of the semester in which they are elected.
- (D) REQUIREMENTS – All senators must be a current member of the association. No member shall also serve a position on executive cabinet or student court.

2.50 SENATE SESSIONS AND MEETINGS – The Senate shall hold regular meetings throughout the academic year.

- (A) SESSION – Each legislative session shall begin on the first full Senate meeting during the fall semester and end during the last full Senate meeting of the spring semester. Sessions shall be numbered consecutively from the date the constitution took effect.
- (B) REGULAR MEETINGS – Regular meetings shall take place during the legislative session and will be determined by the Speaker prior to the start of a new session.
  - (1) FULL SENATE – Full Senate shall occur biweekly on Tuesdays at 6:00PM during the regular session.
  - (2) COMMITTEE MEETINGS – Committee meetings shall occur biweekly on Tuesdays at 7:00PM and 8:00PM during the regular session on weeks in which regular full Senate meetings are not scheduled.
- (C) SPECIAL SENATE MEETINGS – Special meetings of the full Senate may be called by the Speaker or by request from 40% of the Senate membership.
- (D) SPECIAL COMMITTEE MEETINGS – Special meetings of a Senate committee may be called by the Committee Chair or by the request from 40% of the active Committee membership.

2.60 SENATE COMMITTEES – There shall be six Senate Committees titled: Operations Committee, Campus Affairs Committee, Academic Affairs Committee, Social Justice Committee, external Affairs Committee, and Budget Committee.

- (A) STRUCTURE – the structure of each committee shall be as follows.
  - (1) COMMITTEE CHAIR – The Chair shall serve as the head of the committee. The Chair shall supervise and coordinate the committee as to achieve the goals set by the legislative cabinet. The Chair shall also meet with the budget committee to provide testimony detailing their committee’s needs for the next fiscal year during a Legislative Cabinet meeting for that purpose. Failure to execute this duty will constitute grounds for removal from office of the committee chair.
  - (2) COMMITTEE VICE CHAIR – The Vice Chair shall assist the Chair in all matters relevant to the committee. The Vice Chair shall be appointed by the Chair of each respective Committee. Any vice chair appointment by a committee chair must be confirmed by all active members of said committee.
- (B) DUTIES, RESPONSIBILITIES, AND POWERS – Duties, responsibilities, and powers of the committees shall be listed below.
  - (1) Committee Chairs shall be responsible for keeping accurate attendance of their committee.
  - (2) Committee Chairs shall be responsible to submit reports to the Speaker each semester, or at the request of the Speaker, detailing goals for the Committee.
  - (3) It shall be the duty of the Committee Chairs to oversee the operation of their committee.
  - (4) Committee Chairs shall have the power to summon any member of the association to their committee

meeting.

(5) Committee Chairs shall have the power to set the rules and procedures of their respective committees.

2.70 OPERATIONS COMMITTEE – The Senate Operations Committee shall be tasked with overseeing the successful fulfillment of the duties and responsibilities of the association.

(A) APPOINTMENT CONFIRMATIONS – The Operations Committee shall be tasked with approving all appointments made by the President and the Speaker per the following criteria: Immediately upon selecting any appointee(s), the President and the Speaker shall submit any application(s) the appointee(s) completed for the position(s) to the Operations Committee chairman. It shall be the duty of the appointee(s) to submit a current resume to the Operations Committee forty-eight (48) hours prior to the appointee(s) confirmation date. It shall be the duty of the Missouri Students Association Advisor to ensure GPA requirements are met for all appointees.

(1) If an appointee is rejected by the Operations committee and that same appointee returns for any subsequent confirmation(s), the same members of the committee, and only the same members of the committee who voted during the initial confirmation, may vote upon the rejected appointee's subsequent confirmation(s), if they so choose. Should this provision result in fewer than four voting members for a specific confirmation, then this rule shall be waived only for the confirmation in question.

(2) An appointee may only return to the Operations Committee for one subsequent confirmation in one session. If an appointee is rejected for the same position twice in the same session by the Operations Committee, the appointing officer must choose a new candidate to serve in that position for the remainder of the session.

(3) An individual appointed to fill a position may only fill the position for a period of 45 before they must appear before the Operations committee for confirmation.

(a) If the appointee is denied during their initial confirmation, they may serve in the interim for an additional 15 days without being confirmed by the Operations Committee. An individual may only serve in the interim for a position for a grand total of 60 days.

(B) OMNIBUS LEGISLATION – During each session, the Operations Committee will be tasked with preparing one omnibus in the fall semester and one in the spring semester. These omnibus bills will recommend changes to the MSA Bylaws and/or Rules of the Senate.

(1) All changes to the Bylaws or Rules of the Senate shall be submitted to the Operations Committee for consideration of inclusion in the omnibus bill.

(a) Changes to Chapter VI and Chapter VII shall be exempt from this requirement.

(b) By petition of 20% of Senate membership, and with the approval of the Senate Speaker, legislation altering the Bylaws and/or Rules of the Senate may be submitted to the Operations Committee as an individual bill separate from the omnibus bill.

(2) In April, the Senate Speaker and Operations Chair shall determine the deadlines for the omnibus bills for the upcoming academic year. Failure to follow this provision shall constitute failure to perform duties.

(C) ADDITIONAL DUTIES AND RESPONSIBILITIES – The Operations Committee shall meet all other prescribed duties and responsibilities.

(1) Consider bills of the Senate.

(2) Recommend new internal policies to the President, Speaker, and Chief Justice.

(3) Recommend revisions to the constitution, rules of the Senate, bylaws, whenever necessary.

2.80 CAMPUS AFFAIRS COMMITTEE – The Senate Campus Affairs Committee shall be tasked with addressing issues relating directly to students.

(A) ADDITIONAL DUTIES AND RESPONSIBILITIES – The Campus Affairs Committee shall meet all other prescribed duties and responsibilities.

(1) Consider bills of the Senate.

(2) Meet with the Vice Chancellor of Student Affairs on an as needed basis.

(3) Investigate student concerns and develop solutions to those concerns.

2.90 ACADEMIC AFFAIRS COMMITTEE – The Academic Affairs Committee shall be tasked with addressing academic issues relating directly to students.

(A) ADDITIONAL DUTIES AND RESPONSIBILITIES – The Academic Affairs Committee shall meet all other prescribed duties and responsibilities.

(1) Consider bills of the Senate.

(2) Meet with the Provost or the Vice Provost for Undergraduate Studies on an as needed basis.

(3) Investigate student academic concern and develop solutions to those concerns.

2.100 SOCIAL JUSTICE COMMITTEE – The Social Justice Committee shall be tasked with addressing issues relating to diversity that affects students.



- (A) ADDITIONAL DUTIES AND RESPONSIBILITIES – The Social Justice Committee shall meet all other prescribed duties and responsibilities.
  - (1) Consider bills of the Senate.
  - (2) Meet with the MSA Director of Inclusivity, Social Justice Center Directors, and the Vice Chancellor for Inclusion, Diversity, and Equity on an as needed basis.
  - (3) Investigate minority student concerns and develop solutions to those concerns.

2.110 EXTERNAL AFFAIRS COMMITTEE – The External Affairs Committee shall be tasked with addressing community issues relating directly to students.

- (A) ADDITIONAL DUTIES AND RESPONSIBILITIES – The External Affairs Committee shall meet all other prescribed duties and responsibilities.
  - (1) Consider bills of the Senate.
  - (2) Meet with members of the Columbia city government on an as needed basis.
  - (3) Investigate student concerns on and off campus and develop solutions to those concerns.

2.120 BUDGET COMMITTEE – The Budget Committee shall be tasked with establishing and auditing the budget of the association, as well as addressing issues relating to fees and University budgets affecting students.

(A) THE STUDENT FEE REVIEW COMMITTEE – The Chair of the Budget Committee shall serve as the Vice Chair of the Student Fee Review Committee (Chapter VI).

(B) ADDITIONAL DUTIES AND RESPONSIBILITIES – The Budget Committee shall meet all other prescribed duties and responsibilities.

- (1) Consider bills of the Senate.
- (2) Review the association budget upon submission to Senate.
  - (a) This process shall begin during week 7 of the Spring Semester.
  - (b) All entities that supply the Treasurer with a budget proposal shall appear at the budget committee for review of their proposal.
- (3) Audit the association budget on an as needed basis.

(C) ADDITIONAL DUTIES AND RESPONSIBILITIES OF THE BUDGET CHAIR - The Budget Chair shall meet all other prescribed duties and responsibilities.

- (1) The Budget Chair shall work in conjunction with the Treasurer to set the Association’s Budget.
- (2) In order to be considered working “in conjunction with the Treasurer,” the following conditions must be met:
  - (a) The Budget Chair shall be required to attend a meeting, or series of meetings, with the Treasurer where all budget proposals shall be made public.
    - (i) These budget proposals shall include a notes section where an increase or decrease of greater than 100% of any item is justified.
  - (b) An invitation by the Vice President to attend a specific meeting in regards to the budget shall not be refused, unless upon logistical grounds.
  - (c) The Senate Speaker and Budget Chair shall receive monthly statements of the entirety of the Budget.
- (3) Failure to work in conjunction with the Treasurer to create and maintain a budget for the Association shall constitute grounds for removal of office for the Budget Committee Chair.

2.130 REMOVAL OF OFFICERS – The Senate shall have the power to indict and remove all officers of the Association.

(A) PROCESS OF INDICTMENT AND REMOVAL

- (1) PETITION AND RESOLUTION – To indict an officer of the Association, a petition signed by twenty percent of the total Senate membership must be delivered to the Senate Speaker. Such a petition shall include the name(s) of the officer(s) charged and shall state specific reasons for the charges, including citations from sections of the Constitution and Bylaws alleged to have been violated. A resolution removing the officer(s) must also be submitted to the Speaker in addition to the petition. The author of the petition must also be the author of the resolution.
- (2) FIRST READING – Upon receiving both the indictment petition and the associated resolution, the Speaker shall place the documents on the Senate agenda to be heard as the first issues during the first reading of acts at a regularly scheduled full Senate meeting. The author of the petition shall present the petition and resolution together. Unless otherwise stated, this process shall follow Rule 6.
- (3) IMPEACHMENT TRIAL – At the regularly scheduled full Senate meeting immediately following their first reading, the petition and resolution shall be presented again to the Senate. This presentation shall take the form of an impeachment trial.
  - (a) Presentation of Cases: The author of the petition and the indicted officer shall each have twenty-five minutes to present their cases, with the author of the petition going first.

- (b) Questioning Period: Following the presentation of the cases, the author of the petition and the indicted officer shall each submit to separate ten-minute questioning periods, with the author of the petition going first.
  - (c) Debate: Following the questioning period, the presiding officer shall entertain alternating speeches in favor of and in opposition of removing the indicted officer. Each speech shall be limited to five-minutes followed by a four-minute questioning period. The time period for debate shall not last longer than one hour. The author of the petition and the indicted officer shall not be recognized by the presiding officer for a speech during this time.
  - (d) Summaries: Following the close of the debate, the author of the petition and the indicted shall each have ten minutes to summarize their arguments, with the author of the petition going first.
  - (e) Voting: Following the final summary, the presiding officer shall hold a vote on the resolution to remove the indicted officer. During voting, the indicted officer shall be asked to leave the Senate chamber. The presiding officer and Secretary of the Senate, or individual acting the capacity of Secretary of the Senate, shall certify the results. Following this, the indicted officer shall be informed of the Senate's vote. Should the resolution to remove the indicted officer be approved by the Senate, it shall take effect immediately.
- (B) REMOVAL OF THE PRESIDENT AND VICE PRESIDENT – The President or Vice President shall be indicted for dishonesty or nonperformance of duty by a petition signed by twenty percent of the total Senate membership. The President or Vice President shall be removed from office upon the passage of a resolution to that effect by a three-fourths vote of the full Senate membership.
- (C) REMOVAL OF INFERIOR EXECUTIVE OFFICERS – Inferior officers of the executive branch shall be indicted for dishonesty or nonperformance of duty by a petition signed by twenty percent of the total Senate membership. Inferior officers of the executive branch shall be removed from office upon the passage of a resolution to that effect by a two-thirds vote of those Senators present and voting.
- (D) REMOVAL OF JUSTICES AND BEC MEMBERS – Student Court Justices and members of the BEC shall be indicted for dishonesty or nonperformance of duty by a petition signed by twenty percent of the total Senate membership. Student Court Justices and members of the BEC shall be removed from office upon the passage of a resolution to that effect by a two-thirds vote of those Senators present and voting.
- (E) REMOVAL OF THE SPEAKER – The Senate Speaker shall be indicted for dishonesty or nonperformance of duty by a petition signed by twenty percent of the total Senate membership. The Senate Speaker shall be removed from office upon the passage of a resolution to that effect by a three-fourths vote of the full Senate membership.
- (1) VACANCY IN THE SPEAKER'S OFFICE: The election of a new Speaker shall be handled as outlined in Rule 15.
- (a) In the event that the office of the Speaker becomes vacant, the longest serving legislative committee chair based on full Senate confirmation date shall assume the duties of the Speaker by presiding over the full Senate and shall call for an election to fill the remainder of the Speaker's term.
  - (b) In the event that the longest serving committee chair does not wish to become the acting Speaker, this individual may defer to the next eligible legislative committee chair to take over this position. In the event that the next eligible longest serving committee chair does not wish to become the acting Speaker, the individual may defer to the next eligible committee chair and so on.
- (F) REMOVAL OF LEGISLATIVE OFFICERS – Inferior officers of the legislative cabinet shall be indicted for dishonesty or nonperformance of duty by a petition signed by twenty percent of the total Senate membership. Inferior officers of the legislative cabinet shall be removed from office upon the passage of a resolution to that effect by a two-thirds vote of those Senators present and voting.
- (G) IMPEACHMENT APPEALS – The removal of an officer of the Association through the impeachment process may only be overturned by the unanimous vote of the Student Court in favor of overturning the removal of an officer. Such an overturning shall be based solely on the grounds that the Association's Constitution, Bylaws, or Senate Rules were not followed in the conduction of the impeachment process.

# Bylaws of the Missouri Students Association

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## Chapter III – Judicial Branch

3.00 CHAPTER THREE DEFINED – All duties, powers, and departments of the judicial branch and Board of Election Commissioners shall be placed in this chapter of the bylaws.

3.10 CHIEF JUSTICE – The Chief Justice shall serve as the head of the judicial branch and provide direction for the Court.

(A) TERM OF OFFICE – The Chief Justice shall serve a term beginning during the first Senate meeting in which the Chief Justice is approved and end when the Chief Justice resigns or ceases to be a student.

(B) REQUIREMENTS – The Chief Justice shall have been a member of the association for more than two semesters in total. The Chief Justice shall maintain a minimum 2.5 cumulative GPA for the duration of their term. They shall also be required to undergo Safe Space Training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined by the Chief Justice.

(C) DUTIES, RESPONSIBILITIES, AND POWERS OF THE CHIEF JUSTICE – Duties, responsibilities, and powers of the Chief Justice shall be listed below.

(1) It shall be the duty of the Chief Justice to follow the constitution and bylaws of the association at all times.

(2) It shall be the duty of the Chief Justice to oversee operation of the judicial branch.

(3) Any judicial power not specifically denied to the Chief Justice, nor specifically assigned to another individual or group in the constitution, rules of the Senate, or bylaws, shall be reserved to the Chief Justice.

(4) It shall be the duty of the Chief Justice to facilitate the election in the event of a vacancy in the Office of the Speaker within two full senate meetings of the Speaker's resignation or removal.

(5) The Chief Justice shall be prohibited from publicly supporting or acting in a way that actively seeks the election of a candidate through the power of their office within the Association.

(6) It shall be the duty of the Chief Justice to maintain the Judicial Handbook and ensure it remains publicly accessible.

(7) It shall be the duty of the Chief Justice to inform the Association of all rulings made by the Student Court.

3.20 APPOINTMENT – It shall be the responsibility of the Chief Justice to make the following appointment.

(A) ASSOCIATE CHIEF JUSTICE – The Chief Justice shall appoint a Justice to become Associate Chief Justice.

(1) REQUIREMENTS – The Associate Chief Justice shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri.

(2) TERM – The Associate Chief Justice shall serve a term beginning upon their appointment and ending upon the confirmation of the next Chief Justice. Upon completing their term the Associate Chief Justice shall continue to serve as a Justice if they are still eligible to do so.

3.30 MEMBERSHIP OF THE COURT – The Student Court shall be composed of nine undergraduate students from the University of Missouri. Seven of which shall serve as Justices, one as Associate Chief Justice, and one as Chief Justice.

(A) REQUIREMENTS – They shall be required to undergo Safe Space training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined by the Chief Justice.

3.40 COURT SESSIONS AND MEETINGS – The Court shall hold regular meetings throughout the academic year.

(A) REGULAR MEETINGS – Regular meetings shall take place during the academic year at least one time per month in person.

(B) SPECIAL MEETINGS – Special meetings of the Court may be called by the Chief Justice or by petition from four of the Court Justices.

3.50 COURT HEARINGS – The process for Court hearings shall be outlined below.

(A) COURT PETITION – All members of the Association shall have the power to petition the Court for the issuance of a writ through the filing of a case.

(1) FILING FOR A WRIT OF CORAM NOBIS – To request a writ of coram nobis from the Student Court, a member of the Association must file a case alleging that new information has been discovered in relation to a previous court ruling and that a new ruling is necessary.

(2) FILING FOR A WRIT OF ELECTION – To request a writ of election from the Student Court, a member of the Association must file a case against the Board of Elections Commissioners (BEC) requesting that a specific BEC

decision be overturned.

- (3) FILING FOR A WRIT OF INJUNCTION – To request a writ of injunction from the Student Court, a member of the Association must file a case against an individual or entity within the Association alleging that said individual or entity is engaged in an action or behavior that violates the governing documents of the Association.
  - (4) FILING FOR A WRIT OF MANDAMUS – To request a writ of mandamus from the Student Court, a member of the Association must file a case against an individual or entity within the Association alleging that said individual or entity is failing to complete their duties or obligations as described by the governing documents of the Association.
  - (5) FILING FOR A WRIT OF ORDER – To request a writ of order from the Student Court, a member of the Association must file a case alleging that various aspects of the governing documents are in conflict with one another, or that further clarification of the governing documents is required to carry out the duties of the Association.
- (B) COURT RESPONSE – Unless otherwise stated, the Student Court shall have 48 hours to respond to the filing of a case, informing the petitioner of whether the Student Court will be hearing the case.
- (1) DATE, TIME, AND LOCATION – When the Student Court informs a petitioner that it will hear a case, the Student Court will also inform the petitioner of the time, date, and location of the case’s hearing.
  - (2) AMICUS CURIAE BRIEF – For all cases, the Court shall accept the submission of amicus curiae briefs from members of the Association. Such briefs shall explain the filer’s opinion of a case.
  - (3) ELECTION RULE – During election days, the Student Court must respond within 4 hours of any case filing made by the BEC or Slates, and during polling times, must be available to begin proceedings by 5 pm the same day, of a request. This rule excludes the times between 10 pm and 8 am. Requests made by the BEC or Slates during election days between the hours of 10 pm and 8 am must be responded to by 12pm as soon as possible.
- (C) COURT HEARING – The Student Court must provide the opportunity for a public hearing for all cases it accepts to hear.
- (1) In cases of writs of election, injunction, or mandamus, the petitioner and the accused must be given equal opportunity to present their case.
  - (2) In cases of writs of coram nobis or order, the petitioner may waive the right to a public hearing.
- (D) COURT VERDICT – Following a court hearing, the Student Court shall convene to deliberate on a case and reach a verdict.
- (1) The Student Court shall directly inform the parties in a case of the verdict within 24 hours of the decision.
  - (2) The Student Court shall make the opinion of the Court and the verdict publicly available within 24 hours of the decision.
  - (3) The Student Court must author a majority opinion outlining the Student Court’s reasoning behind the verdict. The majority opinion shall also list how each member of the Student Court voted.

3.60 COURT WRITS – The following shall be writs that members of the Association may petition the Student Court for. The Student Court may not issue any writ without being petitioned by a member of the Association.

- (A) WRITS OF CORAM NOBIS – The Court shall have the power to issue writs of coram nobis to change its own decisions upon discovery of an error that prevented the correct ruling.
- (B) WRITS OF ELECTIONS – The Court shall have the power to issue writs of elections to overturn the decisions of the Board of Election Commissioners (Chapter V).
- (C) WRITS OF INJUNCTION – The Court shall have the power to issue writs of injunction to prevent the violation of the constitution, bylaws, or rules of the Senate. Such a writ shall order an individual or entity within the Association to cease any action or behavior that violates the governing documents of the Association.
- (D) WRITS OF MANDAMUS – The Court shall have the power to issue writs of Mandamus to force compliance of the constitution, bylaws, or rules of the Senate. Such a writ shall order an individual or entity to complete their duties or obligations as described by the governing documents or internal policies.
- (E) WRIT OF ORDER – The Court shall have the power to issue writs of order to decide cases of conflicts between the Association’s Constitution, Bylaws, Board of Elections Commissioners Handbook, and Rules of the Senate.

3.70 COURT SUMMONS – The Court may summon any member of the association to a meeting of the Court. Summons may be called by the Chief Justice or by petition from four of the Court Justices.

- (A) PROCEDURE – The Court must issue summons at least three academic days prior to any Court meeting in which the summoned must appear.
- (B) FAILURE TO APPEAR – If an individual fails to comply with a summons the Court may view the failure to appear as admission of guilt and may levy an acceptable punishment.

3.80 PENALTIES FOR NONCOMPLIANCE – If a member of the association fails to comply with a Court order or summons the following actions may be taken against the person(s).

- (A) TERMINATION OF PAY – If an individual who fails to comply with a Court order or summons holds a position that receives a stipend, the Court may terminate pay for the member until they complies with the order. The

individual shall not receive any back pay for the time in which their pay was withheld. The pay that the individual would have received shall be transferred to the Contingency and Reserve fund.

- (B) REMOVAL OF OFFICE – If an individual fails to comply with a Court order or summons and holds a position in the association the Court may remove the individual from any and/or all positions the court deems appropriate.
- (1) This action may be undone by a three-fourths vote of the full Senate membership in the form of a resolution. Such a resolution must be passed within 30 days of the officer in question being removed by the Student Court.
  - (2) The Student Court shall not remove an officer of the Association when there are fewer than 30 days remaining of a regular academic semester, not including the summer, or when the Senate is not in session.

3.90 BOARD OF ELECTIONS COMMISSIONERS – The Board of Elections Commissioners (BEC) shall serve as an independent entity of the association that shall certify the results of all elections and referenda.

- (A) SUPERIORITY CLAUSE - The BEC as defined in this chapter of the bylaws shall only answer to passed legislation of the Senate, and Judicial court rulings. No other agency shall interfere with the BEC except for what is listed in this chapter of the bylaws.
- (B) APPOINTMENTS – Appointments to the BEC shall be made during the semester prior to the Spring Semester.
- (1) APPOINTMENT OF THE CHAIR – The Chair of the BEC shall be appointed jointly by the President, Senate Speaker, and Chief Justice. The President, Senate Speaker, and Chief Justice shall come to a unanimous decision to appoint a Chair. Any such appointment shall be subject the approval of the Senate Operations Committee and then Full Senate (Chapter II).
    - (a) REQUIREMENTS - The Chair shall maintain a minimum 2.5 cumulative GPA for the duration of their term. They shall also be required to undergo Safe Space training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined by the Chief Justice.
  - (2) APPOINTMENT OF THE VICE CHAIRS – The Chair of the BEC, after appointment, shall appoint two students to serve as Vice Chairs. The President, Senate Speaker, and Chief Justice shall come to a unanimous decision to approve the appointment of Vice Chairs.
    - (a) REQUIREMENTS - The Vice Chairs shall maintain good academic standing with the University based on the guidelines set forth by the University of Missouri. They shall also be required to undergo Safe Space training and a Diversity Peer Educators Facilitation and remain current on the aforementioned trainings. Any other required trainings shall be outlined by the Chief Justice.
- (C) TERM – the Chair and Vice Chairs after appointment will serve their term beginning during the fall Semester and ending during the last regular academic day during the spring Semester.
- (D) RESPONSIBILITIES – The BEC shall be responsible to ensure the proper execution of the election and the responsibility to uphold all election laws.
- (E) REQUIREMENT - No member of the BEC shall have their name appear on a ballot they are administering. All BEC members shall remain outwardly neutral in elections that they are overseeing. No paid position of the Executive, Judicial, or Senate shall be a member of the BEC.

3.100 ADDITIONAL COURT DUTIES - The Court shall be required to attend and present in front of full senate.

- (A) ATTENDANCE AT FULL SENATE- Two members of the court must be in attendance of every regularly scheduled full senate.
- (B) PRESENTATION TO SENATE- The court shall present to full senate before the end of every semester of the regular school year is to be required to give a brief overview of the court's recent activities.

# Bylaws of the Missouri Students Association

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## *Chapter IV – Finances*

- 4.00 CHAPTER FOUR DEFINED – All rules for allocating funds shall be placed in this chapter of the bylaws.
- 4.10 ASSOCIATION FUNDS – Association funds shall be defined as all monies generated by the student activity fee, revenue for programs, transfers, or donations.
- (A) GPC TRANSFER – The Graduate Professional Council (GPC) shall transfer a sum of money to MSA yearly to provide for joint programming between MSA and GPC (Chapter 6).
  - (B) USE OF FUNDS – The officers of the association shall have complete authority and responsibility for association funds within their department.
  - (C) AUDITS – To insure the proper use of association funds the Dean of Students and Division of Student Affairs may audit MSA at any time.
- 4.20 ANNUAL BUDGET PROCEDURE – The processes for creating the association budget shall be outlined below.
- (A) DRAFTING OF THE BUDGET – The Treasurer in conjunction with the fiscal officer of the Department of Student Life, the Budget Chair and the Senate Budget Committee shall draft a budget that shall actively reflect the interests and goals of the association as a whole.
    - (1) In order for the Treasurer and Budget Chair to be considered working “in conjunction”, the following conditions must be met:
      - (a) All budget proposals shall be shared with the Chair of the Senate Budget committee at a meeting, or series of meetings, specifically for that purpose. The budget proposals shall be made public at that time. The Budget Chair’s attendance at this meeting is mandatory.
        - (i) These budget proposals shall include a notes section where an increase or decrease of greater than 100% of any item is justified.
      - (b) A request by the Budget Chair to be involved with a specific meeting pertaining to the budget shall not be denied, unless upon logistical grounds. An invitation by the Vice President to attend a specific meeting in regards to the budget shall not be refused, unless upon logistical grounds.
      - (c) The Senate Speaker and Budget Chair shall receive monthly statements of the entirety of the Budget.
    - (B) SENATE COMMITTEE REVIEW – The budget shall be reviewed by the Senate Budget Committee at the committee meeting prior to the first reading of the budget at full Senate. The Budget Committee shall vote in accordance with the Rules of the Senate (Rule 13). If the Budget Committee does not pass the budget with a 3/5 majority vote, then the Treasurer shall be required to resubmit a budget by the next committee meeting.
      - (1) This process shall begin during week 7 of the Spring Semester.
      - (2) All entities that supply the Treasurer with a budget proposal shall appear at the budget committee for review of their proposal.
    - (C) FULL SENATE REVIEW AND FINAL PASSAGE – The budget shall be reviewed by full Senate and requires a 3/5 majority vote of the full Senate membership for final passage (Rule 13).
    - (D) EXECUTIVE SALARY POOL – Should the salaries of officers of the executive branch be allocated as a pool of funds within the annual budget, the President shall be required to receive approval from the Senate Budget and Operations Committees on the distribution of pay prior to the conclusion of the semester in which the President was elected. Any officer that will receive pay and is not explicitly required to be confirmed by the Operations Committee and full Senate shall be subject to approval by the Operations Committee and then full Senate prior to receiving pay.
- 4.30 CONTINGENCY AND RESERVE REQUEST PROCEDURE – The processes for creating contingency and reserve requests shall be outlined below.
- (A) SENATE COMMITTEE REVIEW – The contingency and reserve request shall be reviewed by the Senate Budget Committee at the committee meeting prior to the first reading of the act. The Budget Committee shall vote in accordance with the Rules of the Senate (Rule 13). If the Budget Committee does not pass the contingency and reserve request with a 3/5 majority vote then the bill shall not pass.
  - (B) FULL SENATE REVIEW AND FINAL PASSAGE – The contingency and reserve request shall be reviewed by the full Senate and requires a 3/5 majority vote for final passage
  - (C) FUNDING RESTRICTIONS – Contingency and reserve requests shall not be given to charities or pay off debts incurred prior.
  - (D) TRAVEL POOL ALLOCATION AND REQUEST PROCEDURE – The process for creating travel pool requests

and the limitations of the travel pool shall be outlined below.

- (1) The allocation for the travel pool shall be no more than 50% of the total amount allocated for contingency and reserve.
- (2) The amount allocated to contingency and reserve shall always take precedence over the total amount of funds allocated for the travel pool.
- (3) A special committee of the Treasurer, Director of Student Services, Budget Chair and Operations Chair shall convene to determine two deadlines for submitting travel request forms to the Budget committee.
- (4) All travel pool requests will subject to same guidelines as per 4.3(A) and 4.3(B).
- (5) Any travel pool request submitted by the deadlines and subsequently failed by the Budget committee may be resubmitted within two weeks to be reviewed again.

4.40 LINE ITEM TRANSFERS – The process for transferring money within the association shall be outlined below.

- (A) UNDER \$1,500 – The Treasurer, with the approval of the President and Senate Speaker, shall have the authority to make line item transfers under \$1,500 within the association without the consent of the Senate. Transfers that would be transferred outside of the association shall require Budget committee and Senate approval regardless of the amount. All transfers must be announced to the full senate at the full Senate meeting immediately following the transfer of funds. The Treasurer shall not make a line item transfer more than once for the same purpose or intent in the same semester.
- (B) GREATER THAN \$1,500 – Any member of the association may propose line item transfers within the association in the form of an Act to the Senate Budget Committee and full Senate.

4.50 UNIVERSITY COOPERATIVE AGREEMENTS – The association shall partner with the University in various programs and services.

- (A) PROFESSIONAL STAFF – In joint agreement the association shall pay the salaries of any staff member hired within the confines of the association based on the University system of job classification and salary ranges.
- (B) HIRING OF PROFESSIONAL STAFF – In joint agreement the association shall assist the University in hiring any professional staff member within the association.

4.60 ACADEMIC RECESS ALLOCATION REQUEST – The process of transferring funds or accessing the contingency and reserve account during an academic recess shall be outlined below.

- (A) SPONSOR – The President, Treasurer, Budget Committee Chair, or Senate Speaker shall have the authority to sponsor an academic recess allocation request.
- (B) PRIMARY APPROVAL – Jointly the President, Treasurer, Budget Committee Chair, and Senate Speaker must approve the request.
- (C) SENATE APPROVAL – Members of the Senate Operations and Budget Committees shall vote on the request via electronic means. Members of the committee are defined as the voting members of Senate during the last regular committee meeting.
- (D) VOTING – The Senate approval of the request requires a 2/3 majority vote from the plurality of votes combined between the Operations and Budget Committees.
- (E) QUORUM – Shall be 40% of the plurality of voting members between the Operations and Budget Committees. Failure to reach quorum shall result in a failing vote on the request.

# Bylaws of the Missouri Students Association

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## *Chapter V – Joint Session & Articles of Cooperation*

- 5.00 CHAPTER FIVE DEFINED: All formal laws regarding external relations between the Association and other organizations shall be placed in Chapter five of the MSA Bylaws.
- 5.10 JOINT SESSION: MSA’s duties regarding the hosting of the Joint Session meetings shall be described below.
- (A) DATE: The President of MSA shall inform all Joint Session member organizations of the date, time, and location of the Joint Session meeting at least one month prior to the event occurring.
  - (B) PRESIDING OFFICER: The Senate Speaker shall preside over all Joint Session meetings. If the Speaker is unable to attend, they shall appoint someone to act in their stead.
  - (C) LEGISLATION: The Senate Speaker shall provide the template for Joint Session legislation to all member organizations when they announce the date, time, and location of the meeting.
- 5.20 AUTHORIZATION: All agreements and formal relationships must be recorded in the bylaws of both organizations before they are considered active.
- (D) CREATION: Any member of MSA shall have the authority, with consent of Senate, to commit the Association to various agreements and formal relationships with other organizations via legislation. Agreements and relationships must contain the same language for both organizations.
  - (E) AMENDMENTS: In order for changes to be made to a specific agreement or relationship, both organizations must approve said edits via their legislative bodies (or equivalent). Either organization may propose said changes.
- 5.30 SUPERIORITY CLAUSE: The Association Constitution and the bylaws shall take precedence before any agreement made between the Association and any other organization.
- 5.40 JOINT PROGRAMMING
- (A) DEFINITION: Joint Programming shall be defined as any event or program that requires the funding and/or participation of MSA members or of resources within the organization.
  - (B) RESTRICTIONS: Both organizations will be financially responsible for funding joint events, in accordance with their own internal rules. Association money will not be used to fund an event without a significant contribution from the other organization.
  - (C) ADVERTISEMENT: Any Joint Programming events or activities that are publicized to the student body must include the MSA/GPC logo and any other relevant logos. All logo guidelines must also be adhered to.
- 5.50 STUDENT LOBBYING GROUPS
- (A) DEFINITION: A student lobbying group shall be defined as any and all groups formed on the University of Missouri-Columbia campus that represent and lobby the Board of Curators, the State and National Legislatures, and the University Administration for the promotion of student interests.
  - (B) AUTHORIZATION: Any student lobbying group that represents members of the Association to the various groups, and attempts to lobby for student interests, will be held accountable by the Association.
  - (C) RESTRICTIONS:
    - (1) FUNDS: No money of the Association shall be used for any lobbying efforts outside of the Association efforts.
- 5.60 ARTICLES OF COOPERATION BETWEEN MSA AND AAA – Revised: Spring, 2018
- (A) INTERGOVERNMENTAL COMMUNICATION: To ensure communication between the Missouri Students Association (MSA) and the Asian American Association (AAA), the President of AAA and the President of MSA ought to meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.
    - (1) Calendars: The MSA Director of Student Activities and the AAA President will exchange activity calendars for the academic year by September 30<sup>th</sup> to prevent duplicating activities.
  - (B) REPRESENTATION:
    - (1) The AAA President shall have a seat reserved on the MSA Legislative Cabinet.



- (a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
- (1) MSA and AAA shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
- (2) A permanent liaison position for the AAA Delegation shall be in place for an MSA representative assigned by the Speaker of MSA Senate.
  - (a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within AAA.
- (C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.
- (D) DOCUMENT REVIEW: This agreement between MSA and AAA shall be reviewed every two years for revisions.

#### 5.70 ARTICLES OF COOPERATION BETWEEN MSA AND ALAS – Revised: Spring, 2018

- (A) INTERGOVERNMENTAL COMMUNICATION: To ensure communication between the Missouri Students Association (MSA) and the Association of Latin@ American Students (ALAS), the President of ALAS and the President of MSA ought to meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.
  - (1) Calendars: The MSA Director of Student Activities and the ALAS President will exchange activity calendars for the academic year by September 30<sup>th</sup> to prevent duplicating activities.
- (B) REPRESENTATION:
  - (1) The ALAS President shall have a seat reserved on the MSA Legislative Cabinet.
    - (a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
  - (2) MSA and ALAS shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
  - (3) A permanent liaison position for the ALAS Delegation shall be in place for an MSA representative assigned by the Speaker of MSA Senate.
    - (a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within ALAS.
    - (b) This liaison will also serve as a direct contact for any members of ALAS who wish to reach out to MSA for information, co-programming, concerns, or other business.
- (C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.
- (D) DOCUMENT REVIEW: This agreement between MSA and ALAS shall be reviewed every two years for revisions.

#### 5.80 THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF MISSOURI

- (A) PURPOSE: The Associated Students of the University of Missouri (ASUM) shall serve as a student lobbying group representing the interests of students throughout the UM-system.
- (B) GOOD FAITH CLAUSE: The Association shall work in good faith with the ASUM Board of Directors, Executive Director, Legislative Director, Assistant Legislative Director and all Legislative Assistants on:
  - (1) Assisting ASUM with issues brought to the Association through the student body;
  - (2) Serving as an important student voice in ASUM's policy making and lobbying efforts for the Columbia campus;
  - (3) Coordinating lobbying efforts concerning the University Administration on the Columbia campus, the UM-system as a whole, and the State and National Legislatures
  - (4) Other relevant activities or issues mandated by the Senate or voiced by the student body.

#### 5.90 ARTICLES OF COOPERATION BETWEEN MSA AND FOUR FRONT – Revised: Spring, 2018

- (A) INTERGOVERNMENTAL COMMUNICATION: To ensure communication between the Missouri Students Association (MSA) and Four Front, the Co-Chairs of Four Front and the President of MSA ought to meet at least

twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.

- (1) Activities: The MSA Director of Student Activities and the Co-Chairs of Four Front will exchange activity calendars for the academic year by September 20<sup>th</sup> to prevent duplicating activities.
- (2) Calendars: The MSA Senate Speaker and the Four Front Co-Chairs will meeting calendars for the academic year by May 1<sup>st</sup> to avoid conflicting meeting times.

(B) REPRESENTATION:

- (1) The Four Front Co-Chairs shall have a seat reserved on the MSA Legislative Cabinet.
  - (a) In the event that the Co-Chairs want, but are unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
- (2) MSA and Four Front shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
  - (a) The MSA liaison to Four Front shall be the Chief Inclusion and Diversity Officer.
    - i. The liaison will be tasked with keeping the MSA executive branch and Senate informed on important resolutions and events within Four Front.
    - ii. This liaison will also serve as a direct contact for any members of Four Front who wish to reach out to MSA for information, co-programming, concerns, or other business.

(C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.

(D) DOCUMENT REVIEW: This agreement between MSA and AAA shall be reviewed every two years for revisions.

## 5.100 ARTICLES OF COOPERATION BETWEEN MSA AND GPC - Revised, February 2018

(A) INTERGOVERNMENTAL COMMUNICATION:

- (1) Executive, Legislative Officers or Leaders and Advisors: To ensure communication between MSA and GPC, the Advisors, Presidents, Vice Presidents and MSA Speaker of the Senate and, if they should choose, any other MSA/GPC Executives, shall strive to attend meetings twice a semester to discuss issues of either government, planned referenda, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees.
- (2) MSA Senate and GPC General Assembly: During October of each year, the MSA and GPC officers or Leaders shall strive to appear before the other's legislative body to make a presentation, discussing planned student activities and programming for the next year, the goals and activities of each government, and function/membership of policy boards and internal committees.
- (3) Minutes: MSA and GPC shall send copies of the minutes and programming events of their senate meetings to the presiding officer of the other legislative body.

(B) THE STUDENT FEE REVIEW COMMITTEE

- (1) Purpose: MSA and GPC shall assist the operations of the Student Fee Review Committee in the review of mandatory non-academic fees assessed to students.
- (2) Authorization: The Student Fee Review Committee is a committee governed by the Vice Chancellor for Student Affairs and serves as a Vice Chancellor's Standing Committee. The Student Fee Review Committee serves in an advisory capacity to the Vice Chancellor for Student Affairs regarding the allocation of mandatory non-academic fees assessed to students.
- (3) Appointment of the Chair: The Chair must be a full-time student of the University of Missouri throughout their full term and must maintain a minimum 2.5 cumulative grade point average or equivalent. The chair is appointed by a majority vote of the Student Fee Review Committee Appointment Committee composed of the MSA President, GPC President, and outgoing Student Fee Review Committee Chair.
- (4) MSA and GPC Representatives: The MSA Senate Budget Committee Chairperson and the GPC Treasurer shall serve as co-vice-chairs of the Student Fee Review Committee. The regular membership of the Student Fee Review Committee shall be composed of three full time graduate students and seven full time undergraduate students, two of whom shall be freshman in standing at the time of their service. Regular members shall be appointed by an application process.
- (5) Special Rules
  - (a) Bylaw Modifications: Changes to these bylaws governing the Student Fee Review Committee shall not go into effect until the consent of the Vice Chancellor for Student

Affairs' staff advisor for the Student Fee Review Committee has been received.

- (b) Display of Committee Governance: Rules for the governance of the committee shall be displayed prominently on the website for the Student Fee Review Committee and not in these bylaws

(C) REPRESENTATION

- (1) Departmental Committees: The Missouri Students Association shall provide funding, in the amount of 6% of the Graduate-Professional Student Services Fee, annually for at least one event for graduate and professional students. GPC shall have one representative guaranteed to each department in MSA, ensuring input of the graduate professional student body. Adequate GPC representation on the Campus Activities Programming Board shall also be negotiated. Where possible, these provisions shall be incorporated in the Memorandum of Understanding with Campus Activities Programming Board.
- (2) Advertisements: There shall be an advertisement logo for both MSA and GPC on any co-sponsored activity. GPC and MSA shall be acknowledged as sponsors at any activities or services co-sponsored by the organizations (i.e., introduction of program, posters, all publicity, etc.). Advertising of events and programs generally shall strive to make graduate students aware that they are welcome at these events.

(D) FUNDING OF CO-SPONSORED ACTIVITIES AND SERVICES

- (1) Budgetary Allocations: Both MSA and GPC provide student services. To avoid unnecessary duplication of services, MSA will continue to offer services to graduate, professional, post-baccalaureate and undergraduate students. GPC will continue to fund these co-sponsored activities through the Graduate-Professional Student Services Fee. GPC shall request that the Student Fee Review Committee increase the Graduate-Professional Student Services Fee by CPI as defined by Senate Bill 389 (as of 2017) every year. Increases above CPI will require approval through GPC General Assembly following the majority required for constitutional amendments (2/3rds majority). GPC may request a decrease to this fee by passage of a joint resolution through the MSA Senate by 3/5ths majority and the GPC General Assembly by 2/3rds majority. In order to facilitate budget planning for both MSA and GPC, a decrease to this fee must be ratified one year in advance of the proposed date of the percentage change. All available usage statistics of auxiliaries shall be given annually by the MSA advisor to the GPC President and Treasurer, and by request of the aforementioned officers.
- (2) During the drafting process of the MSA annual budget, a proposal of how the Graduate-Professional Student Services Fee will be distributed amongst the shared student services shall be provided by the MSA Vice President to the GPC President and Treasurer for approval. In June of each year, the MSA Vice President shall provide to the GPC President and Treasurer a summary of student fees spent for the previous academic year.

(E) Student Referendums

- (1) Formation of Joint Election Committee: On those occasions when a student referendum directly affecting both undergraduate and graduate-professional students is needed or desired, a joint election committee will be formed. The composition of the committee will consist of three GPC representatives designated by the GPC president and three MSA representatives, designated by the MSA President. The MSA Board of Election Commissioners (BEC) shall serve as non-voting, ex-officio members of the joint election committee. The joint committee is charged with preparation of the initiative's wording, which will be agreed upon with a 1 vote MSA and a 1 vote GPC decision. The approved language shall be presented at a joint meeting of the GPC General Assembly and the MSA Senate during a regularly scheduled GPC General Assembly meeting. No student referendum directly affecting both undergraduate and graduate-professional students shall be passed at the initial joint meeting during which the proposed language is heard, but amendments, unless unanimous, may not occur. The proposed language will then be heard at a joint meeting to be held at the following regularly scheduled GPC General Assembly meeting, where it may be amended and shall be voted upon for passage.
- (2) The MSA Board of Election Commissioners shall handle the implementation of the student referendum process. Any polling sites shall be identified as "MSA/GPC Poll Sites." Ballots shall be prepared in a manner which gives equal recognition to MSA and GPC.
- (3) The GPC President or MSA President may initiate a veto process of the referendum in question, and if the referendum is found by the MSA Student Court, with nonbinding advisory input from both the MSA and GPC advisors, to have not followed the procedure outlined in E.1, then that referendum shall thereby be immediately removed from the ballot on which it was intended to appear, and it may not appear on another ballot until the procedure outlined in E.1 has been completed. If the referendum has already passed the student body, but has not financially gone into effect (e.g., students have not been charged), then the referendum passage shall be considered void, and it may not appear on another ballot until the procedure outlined in E.1 has been completed.

- (F) AMENDMENT Procedure: To change the Articles of Cooperation, both the MSA Senate and the GPC General Assembly must ratify the proposed change by two-thirds majority in each legislative body.

- (G) REVIEW Clause: The Articles of Cooperation shall be reviewed by MSA and GPC at least every two years. The

results of the review shall be reported to the Advisors of MSA and GPC and to the MSA Senate and the GPC General Assembly.

- (H) APPEALS Clause: All conflicts and controversies arising between GPC and MSA may be appealed to an agreed upon third party only after the organization initiating the conflict makes a good-faith attempt to resolve it with the other organization. If no third party is agreed upon, the conflict or controversy will be appealed to the Office of the Chancellor, who may appoint a proxy.
- (I) VIOLATIONS CLAUSE: The failure of either party to require performance by the other party of any provision herein shall not affect either party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intention, and the remaining provisions of these Articles will remain in full force and effect.
- (J) TERMINATION Clause: Termination of the Articles of Cooperation shall only occur after all options in Article H of this document have been exhausted. Should these options be exhausted, then the Articles of Cooperation may be terminated by a three-quarters majority vote of the total filled seats of either organization's representative body. Notice will be given to the other party one year in advance before the Articles of Cooperation will be deemed terminated.

#### 5.110 INTERCOLLEGIATE STUDENT COUNCIL

(A) PURPOSE:

- (1) The Intercollegiate Student Council (ISC) shall serve as a liaison body between the UM system President, the President's staff, and the four-campus student bodies of the University of Missouri System. The ISC utilizes this relationship to bring the views and concerns of the students before the appropriate administration. The ISC serves to address issues from the President, the President's staff, and any member of the ISC.

(B) Organization

- (1) The ISC shall determine the rules of its own proceedings.

#### 5.120 ARTICLES OF COOPERATION BETWEEN MSA AND IFC – Revised: Spring, 2018

- (A) INTERGOVERNMENTAL COMMUNICATION: To ensure communication between the Missouri Students Association (MSA) and the Interfraternity Council (IFC), the President of IFC and the President of MSA ought to meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.
  - (1) Activities: The MSA Director of Student Activities and the IFC Vice President of Programming will exchange activity calendars for the academic year by September 30<sup>th</sup> to prevent duplicating activities.
  - (2) Calendars: The MSA Senate Speaker and the IFC President will exchange meeting calendars for the next academic year by May 1<sup>st</sup> to avoid conflicting meeting times.
- (B) REPRESENTATION:
  - (1) The IFC President shall have a seat reserved on the MSA Legislative Cabinet.
    - (a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
  - (2) MSA and IFC shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
  - (3) A permanent liaison position for the IFC Delegation shall be in place for an MSA representative assigned by the Speaker of MSA Senate.
    - (a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within IFC.
- (C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.
- (D) DOCUMENT REVIEW: This agreement between MSA and AAA shall be reviewed every two years for revisions.

#### 6.130 ARTICLES OF COOPERATION BETWEEN MSA AND LBC

(A) INTERGOVERNMENTAL COMMUNICATION:

- (1) EXECUTIVE AND LEGISLATIVE OFFICERS: To ensure communication between the Missouri

Students Association (MSA) and the Legion of Black Collegians (LBC), the executive and legislative officers of both bodies shall meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business.

(2) CALENDARS: The MSA Director of Student Activities, LBC Activity Chair and the National Panhellenic Council Inc. Corresponding Secretary will exchange activity calendars for the academic year by September 30th to prevent duplicating activities.

(B) REPRESENTATION:

(1) POLICY BOARDS: MSA and LBC shall have the ability to appoint liaisons to programming boards and policy-making bodies as deemed appropriate by the executive and legislative officers of both respective organizations.

(2) LIAISONS: MSA and LBC shall have the ability to appoint liaisons to each respective governing bodies' bi-weekly legislative meetings.

(C) FUNDING: Through a referendum, MSA and LBC may increase its activity fee. If the legislative bodies of both organizations agree by a simple majority vote, joint referendum may be held. Any fee increase of all students must go to a general referendum.

#### 5.140 MISSOURI INTERNATIONAL STUDENT COUNCIL (MISC) – Revised: Spring, 2018

(A) INTERGOVERNMENTAL COMMUNICATION:

(1) EXECUTIVE AND LEGISLATIVE OFFICERS: To ensure communication between the Missouri Students Association (MSA) and the Missouri International Student Council (MISC), representatives of both organizations shall meet at least twice during both the fall and winter semesters to discuss position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. By-laws of each organization shall have specific language requiring their officers to attend these meetings.

(2) MINUTES AND LEGISLATION: MSA and MISC shall send copies of the minutes, programming events, and passed legislation of their senate meetings to the presiding officer of the other legislative body. MSA and MISC shall send copies of their agendas for Senate and General Assembly meetings respectively within a week of the meetings. The Director of the Department of Student Activities, Student Services, or Department of Student Communications shall send the President of MISC a list of events, plans, and activities they will put on monthly.

(B) REPRESENTATION:

(1) The MISC President shall have a seat reserved on the MSA Legislative Cabinet.

(a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.

(2) MSA and MISC shall have the ability to appoint liaisons to each respective policy making bodies as deemed appropriate by the executive and legislative officers of both respective organizations.

(3) A permanent liaison position for MISC General Assembly shall be in place for an MSA representative assigned by the MSA Senate Speaker in concurrence with the Social Justice Committee.

(a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within MISC.

(b) This liaison will also serve as a direct contact for any members of MISC who wish to reach out to MSA for information, co-programming, concerns, or other business.

(C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision shall be modified to reflect the parties' intention and the remaining provisions of these Articles will remain in full force and effect.

(1) In the event that a violation occurs, either party may call a mandatory meeting to revise these Articles.

(D) DOCUMENT REVIEW: This agreement between MSA and MISC shall be reviewed every two years for revisions.

#### 5.150 MISSOURI STUDENT VETERANS ASSOCIATION

(A) PURPOSE: The purpose of this coalition is to provide a structure for the joint lobbying of groups on behalf of Veterans Issues affecting the University of Missouri and its students and to allow for more communication between MSA and MSVA.

(B) COMMUNICATION: The director of DSA will be entrusted with responsibility of maintaining the necessary communication with MSVA.

#### 6.160 THE MIZZOU CLUB SPORTS FEDERATION (MCSF)

- (A) **PURPOSE:** The purpose of the Mizzou Club Sports Federation (MCSF) is to help recognized student organizations classified as a club sport by SOGA (or VC Student Affairs) and familiarize themselves not only with the policies of the University and the resources available to them, but also to aide them financially.
- (B) **DUTIES:** Before any changes are effective to MCSF's constitution, bylaws, or funding policy, they must be approved by SOGA. MCSF will cooperate with the Student Fee Review Committee in their annual review of student fees and appropriate audits.
- (C) **REVIEW CLAUSE:** These Articles of Cooperation will be reviewed every two years or earlier, if both organizations agree.

#### 5.170 ARTICLES OF COOPERATION BETWEEN MSA AND MGC – Revised: Spring, 2018

- (A) **INTERGOVERNMENTAL COMMUNICATION:** To ensure communication between the Missouri Students Association (MSA) and the Multicultural Greek Council (MGC), the President of MGC and the President of MSA ought to meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.
  - (1) **Activities:** The MSA Director of Student Activities and the MGC President will exchange activity calendars for the academic year by September 30<sup>th</sup> to prevent duplicating activities.
  - (2) **Calendar:** The MSA Senate Speaker and the MGC President will exchange meeting calendars for the next academic year by May 1<sup>st</sup> to avoid conflicting meeting times.
- (B) **REPRESENTATION:**
  - (1) The MGC President shall have a seat reserved on the MSA Legislative Cabinet.
    - (a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
  - (2) MSA and MGC shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
  - (3) A permanent liaison position for the MGC Delegation shall be in place for an MSA representative assigned by the Speaker of MSA Senate.
    - (a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within MGC.
- (C) **VIOLATIONS CLAUSE:** The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.
- (D) **DOCUMENT REVIEW:** This agreement between MSA and MGC shall be reviewed every two years for revisions.

#### 5.180 THE ORGANIZATIONAL RESOURCE GROUP

- (A) **PURPOSE –** The purpose of the Organization Resource Group (ORG) is to help recognized student organizations familiarize not only with the policies of the University and the resources available to them, but also to aide them financially.
- (B) **DUTIES –** The appropriate department of the MSA Executive branch will cooperate with ORG to maintain a web server that hosts the websites of recognized student organizations. ORG will allocate one seat on their: Executive Board Selection Committee, Allocation Committee, and Committee to Select the Allocation Committee to MSA Senate. These seats will be filled by one undergraduate member of the Senate SFRC Committee, filled or appointed by the committee chair.

#### 5.190 ARTICLES OF COOPERATION BETWEEN MSA AND THEPANHELLENIC ASSOCIATION (PHA) – Revised: Spring, 2018

- (A) **INTERGOVERNMENTAL COMMUNICATION:** To ensure communication between the Missouri Students Association (MSA) and the Panhellenic Association (PHA), the President of PHA and the President of MSA ought to meet at least twice during both the fall and winter semesters to discuss planned referenda by either government, position statements, policy decisions, inter-organizational workings, and the composition of internal and external committees, or any other business. In addition to these meetings, they may meet at any time deemed necessary. The bylaws of each organization shall have specific language requiring their officers to attend these meetings.
- (B) **REPRESENTATION:**
  - (1) The PHA President shall have a seat reserved on the MSA Legislative Cabinet.

- (a) In the event that the President wishes, but is unable to attend, they may send a representative in their stead carrying the full weight and privilege of the seat.
- (2) MSA and PHA shall also have the ability to appoint liaisons to each respective policy making body as deemed appropriate by the executive and legislative officers of both respective organizations.
- (3) A permanent liaison position for the PHA Delegation shall be in place for an MSA representative assigned by the Speaker of MSA Senate.
  - (a) The liaison will be tasked with keeping MSA Senate informed on important resolutions and events within PHA.
- (C) VIOLATIONS CLAUSE: The failure to require performance of any provision herein shall not affect a party's right to require performance of the same at any time thereafter, nor shall a waiver of any breach or default of these Articles constitute a waiver of any subsequent breach or default or a waiver of the provision itself. Additionally, if any provision herein is held unenforceable or unsatisfiable, then such provision will be modified to reflect the parties' intentions, and the remaining provisions of these Articles will remain in full force and effect.
- (D) DOCUMENT REVIEW: This agreement between MSA and PHA shall be reviewed every two years for revisions.

# Bylaws of the Missouri Students Association

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## Chapter VI – Auxiliary Operations

- 6.00 CHAPTER SEVEN DEFINED – All duties, powers, and departments of the auxiliaries shall be placed in this chapter of the bylaws.
- 6.10 FUNDING – MSA shall fund auxiliaries entirely or provide joint funding with the Department of Student Life and Organization Resource Group to provide services to the student body.
- (A) NON-FUNDED ACCOUNTS - An Auxiliary may maintain its status as a MSA Auxiliary if they are sustained by gift accounts, or if they generate excess funds for the Association.
- 6.20 ORGANIZATION – MSA/GPC shall have the authority to direct programming for all auxiliaries in cooperation with the Department of Student Life. The Department of Student Life shall supervise and assist in the pursuit of achieving programming goals set for auxiliaries. All students must have the opportunity to have access to the auxiliary and auxiliary events. All auxiliaries shall have monthly Board of Auxiliaries meetings coordinated by the Director of Student Services.
- (A) CREATION
- (1) All auxiliaries shall be reevaluated by Senate in the form of legislation one year after their initial establishment as an Auxiliary. This shall serve as a built in sunset clause.
- (a) POST REPEAL: In the event an auxiliary is removed from these bylaws, removing it as an auxiliary of MSA, the Auxiliary has one year to address grievances that satisfy a two-thirds vote of the Senate
- (b) APPEAL PROCESS: When an auxiliary is brought up for reevaluation one year after its creation, Senate shall pass a bill to once again establish the wording of their section here defined in chapter seven. Grounds for repeal include: not meeting the requirements set by these bylaws, the m-book, the constitution, or the leadership of the auxiliary is no longer able to operate effectively. Bills that repeal auxiliaries must pass by two-thirds vote.
- (2) The process and credentials for an organization to apply for Auxiliary Status shall be defined here. These will be presented in front of full senate upon approval of intent and discussion with the Missouri Students Association Advisor.
- (a) The organization must be either student supervised or staff supervised.
- (b) The organization must have been serving students a minimum of four months before applying to become an auxiliary.
- (c) The organization shall have a fiscal year plan in both their potential income and expenses. This can include but is not limited to fundraising, gift accounts, and joint collaboration.
- (d) The organization shall have a tentative four year plan in regards to their mission, service, and membership. Upon achievement of this four year plan a new four year plan must be adopted.
- (e) The organization must have presented to the Board of Auxiliaries and Missouri Students Association Advisor before applying to become an auxiliary with Senate.
- (f) The application for auxiliary status must be submitted through the following committees: Primary- Budget, Secondary- Operations and Student Affairs. The organization must propose a bill to senate to add its title and description within these bylaws before it becomes an official auxiliary. That legislation must pass with two-thirds vote of the senate membership.
- (g) The Organization will not be allowed access to other association entities until approval from the Associations Adviser is given.
- (B) RULES & STANDARDS
- (1) Auxiliaries must have the potential and ability to serve all students.
- (2) All Auxiliaries must adhere at all times to part 7.20 and/or 7.30 of the bylaws.
- (3) Auxiliaries must submit their proposed budget requests to the Association’s Vice President
- (4) All Auxiliaries must submit an Annual report to the Department of Student Life outlining accomplishments, goals, and progression on their tentative four year plans. This will be made public to all parties that request it.
- (5) Each Auxiliary shall be reviewed on the anniversary of their establishment every four years by the Chief Justice, Senate Speaker, Director of Student Services, Vice President, Budget Chair, Operations Chair, and the designated advisor.
- (C) MSA/GPC LOGO – All auxiliaries shall be required, if receiving funding from the association, to brand products with the MSA/GPC logo using the following guidelines.
- (1) TEXT PROCEDURE – If a product is text based, the MSA/GPC Logo shall be placed at the bottom



right corner of all publications and promotional material.

- 6.30 STAFF SUPERVISED AUXILIARY – A staff supervised auxiliary shall be operated and overseen by the coordinator or advisor from the Dean of Students.
- (A) COORDINATOR/ADVISOR – A coordinator or advisor of an auxiliary shall be hired by the Dean of Students and shall serve as the head of the auxiliary and liaise with the Director of Student Services.
  - (B) DUTIES, RESPONSIBILITIES, AND POWERS – A coordinator or advisor shall report to their designated supervisor with the Department of Student Life and derive all instruction from them.
- 6.40 STUDENT SUPERVISED AUXILIARY – A student supervised auxiliary shall be operated by a general manager or head who is a student at the University. Student supervised auxiliaries shall be advised, overseen, and supervised by a designated advisor or coordinator from the Dean of Students and liaise with the Director of Student Services.
- (A) GENERAL MANAGER – A general manager or head of an auxiliary shall be hired internally by the auxiliary amongst its members.
  - (B) REQUIREMENTS – A general manager or head must have been a member of the student supervised auxiliary for at least one complete semester before becoming eligible to be hired.
    - (1) Each auxiliary defined as “Student Supervised” shall have an elected and written process to replace members of their student board.
  - (C) DUTIES, RESPONSIBILITIES, AND POWERS – A general manager shall liaise with the Director of Student Services.
- 6.50 STRIPES – It shall be the duty of STRIPES to provide students with a safe and confidential ride home during nights in which STRIPES is operating. STRIPES shall be a student supervised auxiliary.
- 6.60 TIGER PANTRY - It shall be the duty of Tiger Pantry to provide students, faculty, and staff at the University of Missouri with help acquiring food and additional services to help fight hunger. Tiger Pantry shall be a student supervised auxiliary.
- 6.70 TRUMAN’S CLOSET - It shall be the duty of Truman’s Closet to offer students, faculty, and staff at the University of Missouri the ability to borrow professional business attire free of charge. Truman’s Closet shall be a student supervised auxiliary