

OPERATING RULES OF THE
BOARD OF STUDENT ORGANIZATIONS

A STANDING BOARD OF THE
ASSOCIATED STUDENTS
OF THE COLORADO SCHOOL OF MINES

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ARTICLE I: NAME OF ORGANIZATION

The name of the organization shall be the Board of Student Organizations (BSO), hereafter referred to as the Board.

ARTICLE II: AFFILIATION

1. The Board of Student Organizations is a Standing Board of the Associated Students of the Colorado School of Mines, hereafter referred to as the Organization.
2. The Board of Student Organizations shall observe all mandates set forth in the Bylaws of the Organization.

ARTICLE III: PURPOSE

The Board is formed with the purpose of:

1. Promoting the welfare of the Organization, by providing a forum for the various Affiliated Groups of the Organization to discuss campus issues.
2. To ensure the voice of the club population on the ASCSM Senate.
3. To mentor new clubs during their probationary period.
4. To promote a forum for calendar integration.

ARTICLE IV: MEMBERSHIP

A. Membership

1. The Board shall consist of one Representative from each Affiliated Group of the Organization that wishes to be represented. The Representative should generally be the President or another officer.
2. Representatives to the Board shall serve one academic year or semester as determined by their respective organizations. Each member shall take office at the first Board meeting of their term.

B. Advisor

1. The Board's advisor shall be either the Director of Student Activities or the Assistant Director of Student Activities at the Director's discretion.

ARTICLE V: THE BOARD OF STUDENT ORGANIZATIONS

A. Powers

1. To elect officers of the Board.
2. To prescribe the duties of the offices, to transfer the duties of one officer to any other officer(s), and to require from any officer the faithful performance of the particular duties.
3. To establish the official stance of the club population.
4. To vote on any issue pertaining to community, faculty affairs, alumni, or student affairs that it so chooses.
5. To remove any officer of the Board per Article VI, Section E.
6. In general, to do any and all things that it considers necessary or advisable in the interests of the Board and the members thereof.

B. Suspension of Representation

1. Absence from a Board meeting
 - a. If two (2) or more unexcused absences are accumulated by a Representative in one semester, their vote will be lost for the respective number of unexcused meetings. After attending, as a non-voting representative, a number of meetings of the Board equal to the number of unexcused absences, or as deemed fit by the Board, the Representative may petition to the Board to have their vote reinstated. A two-thirds (2/3) majority vote is required for reinstatement.
 - i. A motion may be made to the President for immediate reinstatement of the vote.
 - b. Unexcused status includes Representatives who fail to proxy their vote or whose excuse is denied by the secretary.
 - c. If a representative has five (5) or more unexcused absences, their vote will be suspended for the following semester.

C. Business

1. Meetings
 - a. The President shall, within two weeks after the holding of the first classes in the fall semester, call the first meeting of the Board. At said meeting, the Board shall determine a regular time and place for holding meetings, at least once per month, during the balance of the school year.
2. Roll-Call Votes
 - a. A roll-call vote is a vote in which the Board's roll is called and each member present may go on the record as being for or against the approval of a specific action. Representatives may also abstain from specifying their stance.
 - b. A motion for a roll-call vote must be approved by no less than one-fifth (1/5) of the members present in order to be enacted.
3. The Secretary shall keep three (3) full and complete records of all its proceedings and actions, and such records shall at all reasonable times be open for the inspection by anyone.

ARTICLE VI: OFFICERS OF THE BOARD

A. Officer Duties

1. BSO President
 - a. Shall perform the duties customarily pertaining to the office
 - b. Shall preside over all meetings of the Board.
 - c. Shall be responsible for publicizing the Board to the School and community.
 - d. Shall perform such other duties as the Board shall assign.
 - e. Shall hold one (1) vote on the ASCSM Senate.
2. BSO Vice President

- a. Shall perform the duties customarily pertaining to the office.
 - b. Shall preside over all meetings of the Board in the absence of the President.
 - c. Shall handle all business concerning the calendar and scheduled events.
 - d. Shall perform those duties assigned by the President.
 - e. Shall perform such other duties as the Board may assign.
3. ~~BSO Secretary~~ Shall hold one (1) vote on the ASCSM Senate.
- a. Shall perform the duties customarily pertaining to the office.
 - b. Shall act as secretary of all meetings of the Board and record the minutes thereof.
 - c. Shall, subject to supervision of the President, conduct all official correspondence of the Board.
 - d. Shall keep a roll of members of the Board and notify all members of the time and place of meetings.
 - e. Shall perform such other duties as the Board may assign.
 - f. Shall hold one (1) vote on the ASCSM Senate.
4. BSO Treasurer
- a. Shall perform the duties customarily pertaining to the office.
 - b. Shall perform such duties as the Board may assign.
 - c. Shall hold one (1) vote on the ASCSM Budget Committee.
5. Tier Structure Director
- a. Oversee all business relating to the Tier Structure
 - b. Keep an updated record of all student organizations
 - c. Shall perform such duties as the Board may assign
 - d. Shall hold one (1) vote on the ASCSM Senate.
6. Proxy Senator
- a. Should one of the Board officers hold another position on the ASCSM Executive Committee or Senate, the Board shall elect another officer to hold that vote.

B. Qualifications

- 1. All Officers shall be members of the Organization, full time students of the Colorado School of Mines, not on probation, and must have completed two full semesters at the School prior to their election. All officers must have served on the executive board of a recognized student organization for at least one semester within the last two years.

C. Terms of Office

The term of office shall begin with the first meeting of each academic year, and shall end with the transition of new officers.

D. Vacancies

- 1. A vacancy is defined as the loss of an officer during that officer's term of office.
- 2. Should a vacancy occur, the election procedure shall be followed as set forth in Article VIII, within two weeks of vacancy.
 - a. Candidates must be eligible for the office as set forth in Section B of this Article.

E. Removal

1. Any Officer may, by two-thirds (2/3) vote of the Board, be removed for not fulfilling the obligations of their respective office, or due to misconduct inappropriate to the welfare of the Organization.

ARTICLE VII: MEETINGS

A. Calling of Special Meetings

Special meetings of the Board may be called by the President, or in the President's absence, by the Vice- President, or by any three (3) members of the Board, by giving twenty-four (24) hours written/electronic notice or oral notice stating the time, place and purpose of the meeting to all voting members of the Board. Business shall be transacted at the special meeting only if the provision for quorum is met.

B. Quorum

Fifteen (15) current voting members of the Board shall constitute a quorum for the transaction of business, but less than a quorum may adjourn any meeting. The President may be counted for quorum, but may vote only under the provision for the President as a voting member.

ARTICLE VIII: ELECTIONS

A. Time of Election

1. Election of Board of Student Organizations Officers for the following year shall be completed at least one week prior to the Friday of E-Days.

B. Nominating Process

1. Each Board Representative shall have the opportunity to submit one nominee for each of the four officer positions.
 - a. Only one office shall be considered at a time.
2. No Representative may submit their own name.
3. The three Representatives for each position with the most nominations shall be eligible for the ballot.
4. Each candidate will be given one minute to address the Board.

C. Election Procedure

1. Voting shall be by secret ballot, and shall be conducted by the Secretary.
 - a. Should the Secretary be a candidate for an office, he shall appoint a disinterested party to conduct the balloting for that office.
 - b. The simple majority vote of the Board will be necessary for election.
2. In the event of a tie or the lack of a majority, a runoff election following the same procedure shall take place only between the candidates that are tied or the two receiving the most votes. The candidate receiving the greatest number of votes shall be considered elected to that

ARTICLE IX: ASCSM SENATE VOTES

Should the Board vote on an issue concurrently on the ASCSM Senate agenda, the Board officers who hold a vote on the Senate shall be bound to vote in a concurrent manner.

ARTICLE X: STANDING COMMITTEES

A. Tier Structure Review Committee

1. The purpose of the Tier Structure Review Committee, hereafter referred to as the TSR Committee, shall be to review the Tier Structure document and suggest appropriate changes to the Board. Board members may submit written proposals to the TSR Committee for review. In the instance the TSR Committee rejects the proposal a written appeal may be submitted to the Officer Board.
2. The Tier Structure Review Committee will consist of one (1) Tier 1 Representative, one (1) Tier 2 Representative, one (1) Tier 3 Representative, one (1) Governing Body Representative, one (1) Budget Committee Representative, the Board President, and the Board advisor. All representatives will have a voting seat, the Board president will vote only as a tie-breaker. The advisor shall not hold a voting seat. Meetings are to be called by the Board President.
3. The Tier 1, Tier 2, Tier 3 and Governing Body Representatives will be determined by vote of the Board. Only those who are represented will vote for each Representative; eg: only Tier 1 Board members will vote for the Tier 1 Representative. The vote will take place at the second Board meeting of each academic school year.
4. All TSR Committee members will serve for one (1) academic year. In the instance a member is removed from the TSR Committee, a new representative will be voted in by the Board. The following are reasons for a member to be removed:
 - a. The member has more than one (1) unexcused absence from a TSR Committee meeting.
 - b. The organization the member represents is not in good standing with the Board.
 - c. The member commits official misconduct or otherwise inappropriately represents his/her Tier.
 - i. Official misconduct shall be defined to be misconduct specifically respective to the position referred.
5. TSR Committee quorum shall be four (4) voting members. A simple majority vote is required for all TSR Committee decisions.

ARTICLE XI: UNLAWFUL DISCRIMINATION POLICY

1. The Associated Students of the Colorado School of Mines confirms its support of the principles and practices of nondiscrimination and equality regardless of race, religion, sex, age, sexual orientation or physical handicap, in its employment and in all of its programs, activities, and opportunities available to its members, except where allowed by law (20 USC §1681(a)(6)(A)).
2. All actions and policies of the Board of Student Organizations shall conform to the policies of the Board of Trustees and State and Federal Laws such as 20 USC §1681.

ARTICLE XII: AMENDMENTS

These operating rules may be amended in whole or in part, subject to the approval of the Dean of Students, by the affirmative vote of no less than two-thirds (2/3) of the voting representation of the Board.