

Associated Students of Linfield College Senate Standing Rules

Adopted: May 12, 1997; Revised: November 2019

ARTICLE I: PURPOSE

1. The Senate is the legislative arm of the Associated Students of Linfield College, hereafter referred to as ASLC.
2. The purpose of the ASLC Senate is to provide, promote, and maximize the Linfield student experience.

ARTICLE II: SENATOR REQUIREMENTS

1. A Senator must be a member of the Associated Students of Linfield College.
2. A Senator is required to maintain a minimum cumulative GPA level of 2.5, verified by the ASLC Advisor, or to petition the Senate for an exemption of the ASLC requirements based on special circumstances.

ARTICLE III: SENATOR DUTIES

1. A Senator is responsible for attending all Senate meetings.
 - a. After three absences of any semester a senator is up for removal at the discretion of the President of the Senate.
2. It is the responsibility of the Senator to appoint a temporary proxy in the event of their absence.
 - a. Proxies will act as full-fledged Senators for as long as they serve as a Senator's proxy.
3. A Senator is required to be informed and updated on all Senate business, including business from missed meetings.
4. A Senator shall remain loyal to the students and always uphold respect, service, open-mindedness, passion, and integrity when representing the student body.
5. A Senator shall be prepared to answer questions posed by their peers and bring student concerns to the attention of the ASLC Senate.
6. A Senator must participate in the committee to which the President of the Senate appointed them.
 - a. Any Senator failing to participate in the assigned committee will face the loss of membership in the ASLC Senate.
7. Any Senator found in violation of any of the requirements of duties stated in the ASLC Senate Standing Rules may be dismissed by the President of the Senate.

ARTICLE IV: SENATOR APPOINTMENTS

1. The President of the Senate shall compose and distribute a Senator application to the student body no later than the second week of Fall semester.
2. From applications, the President of the Senate will choose who is selected for an in-person interview.
3. Senator interviews shall be conducted with the President of the Senate, a past/present ASLC officer, and the potential Senator.
 - a. Interviews will take place within the week following the application deadline.
4. Potential Senators will be notified of their appointment, if qualified, within a week of their interview.

ARTICLE V: SENATE STRUCTURE

1. Senate will comprise of two Senators from each class as well as two transfer-student Senators to represent the student body.
2. Committees should be formed among the Senators as needed to complete tasks that align with the purpose of the Senate: to provide, promote, and maximize the Linfield student experience.

ARTICLE VI: SENATE MEETINGS

1. The ASLC Senate will meet at least once every-other-week throughout the academic year, though can meet more often.
2. The President of the Senate is responsible for preparing all Senate Meeting Agendas.

3. The President of the Senate, with the approval of the Senate, may appoint a Parliamentarian to keep order during Senate meetings.
4. The Standing Rules of the ASLC Senate, including any Policies and Appendices, will be distributed to the assembled Senators at the first meeting of the Fall semester by the President of the Senate.
5. A quorum, consisting of more than half of the Senate body, must be present at any one Senate meeting in order for unfinished business to be discussed or voted on.

ARTICLE VII: ESTABLISHMENT OF SENATE COMMITTEES

1. Senate committees may be recommended and formed by the President of the Senate and the Senate. Such committees, once formed, will automatically disband at the end of the academic year in which they are formed, unless made into permanent committees. Senate committees should:
 - a. Elect a committee chair to be the main point of contact between the committee and the President of the Senate.
 - b. Have a goal statement that aligns with the group goals of the Senate at large as well as the college's mission statement.
 - c. Have sub-goals or specific tasks they plan to complete to achieve their overarching goal.
 - d. Utilize the funds provided by the Senate budget appropriately, to be supervised by the President of the Senate and the VP of Finance.

ARTICLE VIII: PRESIDENT AND PRO TEMPORE OF THE SENATE

1. The President Pro Tempore will be nominated and chosen at the second Senate meeting of the Fall semester, and will serve for one academic year.
2. In the event of the resignation of the President Pro Tempore, a new election must be held at the following Senate meeting.
3. In the event of the resignation of the President of the Senate, the President Pro Tempore will assume the duties of the President of the Senate until ASLC elects a new ASLC Vice President.

ARTICLE IX: ASLC CLUB RECOGNITION

1. The ASLC Senate is responsible for voting on permanent recognition of ASLC clubs.
2. Permanent ASLC Club recognition will be presented under new business and accepted into the Senate for consideration. A vote for approval or disapproval will take place the day of the proposal.
3. To be recognized as a legitimate ASLC Club, all organizations applying for permanent recognition shall follow the guidelines set forth by the ASLC Bylaws as overseen by the ASLC Club Director.

ARTICLE X: OFFICIAL REPORT OF THE SENATE

1. Within two business days of the adjournment of each Senate meeting, the ASLC VP of Public Relations and President of the Senate will create and distribute a report of Senate business to the student body via electronic communication.

ARTICLE XI: DAVE HANSEN OUTSTANDING SERVICE AWARD

1. Each May, the Senate shall recognize one individual who they feel has provided the Linfield Community with a level of outstanding service.
2. This award is annually presented to someone at Linfield, be it a student, faculty, or staff member, who goes above and beyond their call of duty to serve the Linfield community.
3. The President of the Senate shall collect and present nominations and oversee voting on the Dave Hansen Award throughout the Senate meetings during the month of April.

ARTICLE XII: CHANGES TO THESE STANDING RULES

1. The Senate Standing Rules will be reviewed once per year.
2. Any proposed changes must be voted on by the Senate.