

Associated Students of Northern Michigan University (ASNMU) Constitution

Preamble

We, the students enrolled at the Marquette campus of Northern Michigan University, in order to provide for democratic self-governance, to insure the preservation of student rights, to take action in the best interest of the student body and university community, to provide an official voice through which student opinion may be expressed, and to promote the academic, social, and cultural well-being of all students, hereby establish the legislative assembly, executive, and judicial branches of the Associated Students of Northern Michigan University.

Article I - Legislative Branch

1. Legislative Assembly

The legislative powers of ASNMU shall be vested in the Assembly.

2. Membership

The Assembly of ASNMU shall consist of representatives based on the following criteria:

A. Academic Representatives

- i. One Representative shall be elected to represent students in each academic college
- ii. One Representative shall be elected to represent students in General University Programs
- iii. Additionally, for each 850 students enrolled in the above College or General Program areas, one additional representative will be added for that College or General Program.
- iv. Representation will be based off of enrollment numbers from the Fall semester of the current academic year during which the ASNMU elections are held.
- v. In the event of a decimal fraction for representation, using the formula outlined above, the number will always be rounded down.

B. Residence Representatives

- i. One Representative shall be elected to represent students residing in Quad I Residence Halls (Gant, Spalding, Halverson, Payne) as the Quad I representative.
- ii. One Representative shall be elected to represent students residing in Quad II Residence Halls (Van Antwerp, Hunt, Magers, Meyland) as the Quad II Representative.
- iii. **One Representative shall be elected to represent students residing in the Woods complex of residence halls.**
- iv. One Representative shall be elected to represent students residing in on-campus apartments.
- v. One Representative shall be elected to represent students residing in West and Spooner Halls as the Up Campus Representative.
- vi. One Representative shall be elected to represent students in off campus housing.

- vii. Additionally, for each 850 students residing in the above living areas, one additional representative will be added for that residence.
- viii. Representation will be based off of enrollment numbers from the Fall Semester of the current academic year during which the ASNMU elections are held.
- ix. In the event of a decimal fraction for representation, using the formula outlined above, the number will always be rounded down.

C. Chair of the Assembly

- i. The Assembly is required by the first official assembly session of the fall semester to elect a Chair of the Assembly.

3. Vacancies

- A. A vacancy shall occur when a member informs the Assembly in writing of their resignation, followed by approval by a simple majority of the Assembly.
- B. A vacancy shall also occur when a member is removed from office.
- C. Vacancies shall be filled through an application and interview process conducted by the appointments committee, followed by approval of three-fourths of the Assembly.

4. Rules and Procedures of the Assembly

- A. Quorum: A quorum consisting of a majority of the Assembly's voting members shall be necessary to conduct all formal business. Vacant positions shall not be considered a part of the total voting membership for purposes of establishing a quorum and other voting requirements.
- B. Parliamentary Authority: The rules contained in Robert's Rules of Order (Newly Revised) shall govern the Assembly in cases in which they are inconsistent with this Constitution and its Bylaws.
- C. Minutes: Minutes shall be taken at all Assembly proceedings. These minutes shall be considered public, available upon request, and posted to the ASNMU website once approved by the Assembly.
- D. Roll Call: Attendance at meetings shall be recorded and reflected in the minutes by the Secretary of the Assembly at the beginning of each formal Assembly meeting.
- E. Meetings: Meetings of the Assembly shall be held no less than every other week during the Fall and Winter Semesters when classes are in regular session.
- F. Voting: Each Representative shall have one vote with the exception of the Chair of the Assembly who shall be a non-voting member of the Assembly. A closed ballot shall be used when confirming an appointment to:
 - i. The Assembly
 - ii. An ASNMU committee
 - iii. A University committee

In the event of a tie, the Chair of the Assembly shall vote.

- G. Executive Privilege: Each member of the Executive Board of ASNMU is entitled to a time period of no less than five minutes at the beginning of the Assembly's meeting to address the Representatives.

5. Committees

- A. The Assembly shall assume authority on behalf of the student body to establish standing and Ad-hoc committees, as it deems necessary. The Executive Board members may also create Ad-hoc committees.
- B. Ad-hoc committees are created by the approval of a committee charge and a simple majority vote by the Assembly.
- C. Ad-hoc committees may be abolished by a simple majority vote of the Assembly.
- D. Permanent Standing Committees: The Assembly may not create or abolish Permanent Standing Committees. Creation or removal of these committees is only permitted through constitutional referendum. The following Committees are Permanent Standing Committees:
 - i. Appointments Committee
 - a. At its first regularly scheduled meeting of the Fall Semester, the Assembly shall choose from among its voting members, four representatives to sit with the Vice-President on a Appointments Committee
 - b. This committee shall recommend students to fill all vacant positions on the ASNMU Assembly. Students recommended for appointment by the appointments committee shall require approval by a simple majority vote of the Assembly.
 - ii. Elections Committee
 - a. An Elections Committee shall be established annually, by the second Assembly meeting of the semester in which elections are to take place, to administer all ASNMU student body elections and referenda.
 - b. Shall determine the election schedule in accordance with Article III, Section 2 of the ASNMU Constitution.
 - iii. Student Affairs Committee
 - a. The Student Affairs Committee is a permanent standing committee of ASNMU. All Residence Representatives shall sit on the Student Affairs Committee.
 - iv. Academic Affairs Committee
 - a. The Academic Affairs Committee is a permanent standing committee of ASNMU. All Academic Representatives shall sit on the Academic Affairs Committee.
 - v. Student Finance Committee
 - a. The Student Finance Committee is a permanent standing committee of ASNMU and will be chaired by the Treasurer of ASNMU in accordance with Article II, section 4 of this Constitution.
 - vi. External Affairs Committee
 - a. The External Affairs Committee is a permanent standing committee of ASNMU and will be chaired by the Director of External Affairs.
 - vii. Public Relations Committee

- a. The Public Relations Committee is a permanent standing committee of ASNMU and will be chaired by the Director of Public Relations
- E. Other Standing Committees:
 - i. Other standing committees under ASNMU can be created by a two-thirds vote of the Assembly. Each standing committee may interview candidates to fill vacancies on their respective committees and present their recommendations to the Assembly for approval.

6. Authority of the Assembly

- A. The Assembly shall assume authority on behalf of the student body for developing legislation. In the development of such legislation, each representative shall attempt to take into consideration the wishes of their constituents.
- B. The Assembly may recommend to the Northern Michigan University Board of Trustees by three-fourths approval, a revision of the student activity fee, to be assessed upon all students enrolled at the Marquette campus, provided the student body has approved a referendum concerning the fee. This fee shall be collected as specified in the Bylaws.
- C. The Assembly may override a presidential veto by a three-fourths majority vote, providing the vote to overturn occurs within two academic weeks of the original veto by the President.
- D. The Elections Committee of the Assembly shall have the power to regulate and conduct all ASNMU elections.
- E. The Assembly shall have the power to ensure the existence of a student judiciary system at Northern Michigan University and to periodically evaluate its effectiveness.

7. Authority of the Chair of the Assembly

- A. The Chair of the Assembly serves as the official Parliamentarian of ASNMU.
- B. The Chair of the Assembly shall set meeting agendas, ensure Assembly members fulfill responsibilities, and facilitate meetings.
- C. The Chair of the Assembly shall absorb the duties of the Vice President in the event of a vacancy in that office, until the vacancy is filled.
- D. The Chair of the Assembly is entitled to a time period of no less than five minutes at the beginning of the Executive Board meetings to address the Executive Board.

Article II- Executive Branch

1. Executive Board

The executive power of ASNMU rests with the Executive Board of ASNMU.

2. Membership

- A. The Executive Board shall consist of the President, Vice President, and Treasurer.
- B. The President and Vice President shall be elected by a majority vote of the general student population voting in an annual general election.

- C. The Treasurer shall be appointed by the President of ASNMU and confirmed by a majority of votes of the Assembly.

3. Powers and Duties of the President

- A. The President is the official head of ASNMU, and as such speaks for ASNMU.
- B. The President of ASNMU shall serve as the chair of the Executive Board.
- C. The President or their designate shall serve as the official representative of ASNMU and be a member ex-officio of University and ASNMU committees, with the exception of the Elections Committee, established under this Constitution, Bylaws, or under executive decree.
- D. The President may call special sessions of the Assembly if they deem it appropriate to the functioning of ASNMU.
- E. The President may veto any legislation passed by the Assembly within two weeks from when action was taken. The President must submit in writing to the Assembly their reasons for the veto.
- F. The President has the power to recommend policies to the Assembly at the beginning of each semester and periodically thereafter. This must be in the form of a written report to the Assembly.

4. Powers and Duties of the Vice-President

- A. The Vice-President shall serve as the chair of the Executive Board in the absence of the President.
- B. The Vice-President shall assist the President in the execution of his/her duties.
- C. The Vice-President shall serve as Chair of the Appointments Committee.
- D. The Vice-President shall succeed to the office of President in the event of a vacancy in that office.

5. Powers and Duties of the Treasurer

- A. The Treasurer of ASNMU shall serve as the Chair of the Student Finance Committee.
- B. The Treasurer shall prepare and present to the Assembly and Executive Board a detailed request for the Associated Students of Northern Michigan University Operating Budget for the Fall, Winter, and Summer Sessions.
- C. The Treasurer shall maintain an accurate, up-to-date ledger by line item for all expenditures from the Associated Students of Northern Michigan University Operating Budget.
- D. The Treasurer shall present a written report of all expenditures and the present balance by the line item at each regular meeting of the Assembly and Executive Board.
- E. The Treasurer shall have unlimited access to all records of financial transactions involving the Student Discretionary Activity Fund.
- F. The Treasurer shall be privy to all findings of any audit report involving the Student Discretionary Activity Fund.

6. Powers and Duties of the Executive Board

- A. The Executive Board shall meet no less than once a week during the Fall and Winter Semesters when classes are in regular session.
- B. The Executive Board shall assist the President in the execution of their function.

7. Vacancies in the Presidency and Vice Presidency

- A. In the event of removal, resignation, incapacity, or extended absence of the President, the Vice-President shall assume the office of President.
- B. In the event of removal, resignation, incapacity, or extended absence of the Vice-President, the vacancy shall be filled by Presidential appointment and is subject to confirmation by a three-fourths vote of the Assembly. Until an appointment is made, the Chair of the Assembly shall absorb the duties of the Vice President.
- C. In the event that both the President and Vice President are removed, resign, or otherwise vacate their offices, the Assembly shall choose from among its voting members a President and Vice President who shall assume the roles of these positions.

Article III- General Provisions

Members of ASNMU are furthermore governed by the additional:

1. Requirements and Qualifications

Only persons who meet the following criteria shall be eligible for membership in ASNMU, or to serve on ASNMU committees or other University committees:

- A. Must be registered for *six* or more credit hours each semester, excluding the Summer Semester, on the Marquette campus of Northern Michigan University.
- B. Must maintain a cumulative grade point average of 2.0.
- C. Must be free of any form of University imposed Disciplinary Probation, as defined in the Student Handbook, part 2-Student Code, 2.7-Sanctions, imposed through the University's student conduct process.
- D. ASNMU members must live in their constituency or be enrolled in their constituency during the Fall and Winter Semesters of their term of office.
- E. ASNMU Judiciary members are exempt from *constituency requirements*.

2. Election Requirements

- A. The Elections Committee shall set the timeline for annual elections.
- B. Secret ballot shall elect all representatives of ASNMU from their constituencies during the general elections.
- C. General elections shall be held no later than two academic weeks prior to the end of the Winter Semester on a date set by the Elections Committee with the approval of the Assembly of ASNMU.
- D. The newly elected members of ASNMU shall assume office no later than one week following the election and shall serve until the next Assembly assumes office in the next academic year.

3. Impeachment and Removal

- A. The President, Vice-President, members of the ASNMU Judiciary, and Assembly representatives shall be liable to impeachment for misconduct and neglect of office.
- B. Any member of ASNMU may bring impeachment charges through their respective branch before the Assembly. Upon a three-fourths affirmative vote of the Assembly, the charges will be referred to the ASNMU Judiciary.
- C. Upon conviction by the members of the ASNMU Judiciary, the ASNMU member charged shall be removed from office and forever be banned from service in any form with ASNMU including any committee or position of appointment granted by ASNMU.
- D. The Chairperson of the Assembly, Treasurer, and Affairs Chairs may be removed by a three-fourths affirmative vote of no confidence by the Assembly, without the need of Impeachment and review by the ASNMU Judiciary.

4. Advisors

- A. The Advisor(s) for the ASNMU Assembly and Executive Board shall be nominated directly by the President of Northern Michigan University.
- B. No less than one Advisor must be appointed by the second week of the Fall Semester.
- C. The ASNMU Executive Board has the authority to approve or deny any nomination(s) for advisor by a majority vote.

5. Referendum

- A. Referendum of the ASNMU Constitution and NMU Student Activity Fee shall take place no less than every two years.
- B. The sole authority to call a referendum is a privilege of the President of ASNMU.
- C. Any referendum administered by ASNMU, excluding the student activity fee referendum, may be called at any time by the President of ASNMU, and approved by a three-fourths majority vote of the Assembly.
- D. The Student Activity Fee Referendum must be called by no later than the fourth week of the fall semester of the academic year in which the referendum vote will take place.

Article IV - Judicial Branch

1. ASNMU Judiciary

- A. The judicial responsibility of shall be vested in the ASNMU Judiciary.

2. Membership and Eligibility

- A. Eligibility requirements of the Judiciary shall be in accordance with the provisions of the ASNMU Constitution and Bylaws.
- B. The Judiciary shall consist of five members. Each member will be appointed by the President of ASNMU, followed by approval by three-fourths of the Assembly.
- C. Judiciary members' terms are for two academic years. A Judiciary members' term can be renewed by approval by three-fourths of the Assembly.
- D. The membership of the Judiciary shall select a Chair during the last official session of the Judiciary in the winter semester.

3. Vacancies

- A. A vacancy shall occur when a justice informs the Chair of the Judiciary and the President of ASNMU in writing of their resignation or is removed from office by impeachment. Vacancies shall be filled in accordance to the appointment process outlined in Article IV, Section 2, Subsection B.
- B. If no presidential appointment is approved by the Assembly by the third regularly scheduled meeting following the resignation of a Judiciary member, the Academic Affairs chair, Judiciary Chair and Student Affairs chair may collectively submit one name per Judiciary vacancy as a nomination.

4. Rules and Procedures

- A. Quorum: A quorum consisting of a majority of the Judiciary members shall be necessary to conduct all formal business. Vacant positions shall not be considered a part of the total voting membership for purposes of establishing a quorum and other voting requirements.
- B. Meetings: The Chair shall call sessions of the judiciary if they deem it appropriate to the functioning of the Judiciary. Meetings shall grant no less than five minutes for both the plaintiff and the defense to present their cases.
- C. Voting and Opinions: Each Judiciary member shall have one vote, with the exception of the Chair. The Chair shall vote only to make or break a tie. The chair shall provide a written opinion of the Judiciary. These opinions shall be considered public and available upon request.

5. Powers

The Judiciary shall have final jurisdiction in the following areas:

- A. The constitutionality of any action taken by ASNMU and its members and appointed representatives.
- B. Questions concerning the qualifications of any member of ASNMU.
- C. Interpretations of the Constitution of ASNMU.
- D. Appeals of complaints lodged with the ASNMU Elections Committee concerning elections and referenda.
- E. The ASNMU Judiciary shall be responsible to swear in all members of ASNMU.

Article V- Constitutional Provisions

- A. Amendments to this constitution may be proposed to the student body by a simple majority vote of the ASNMU Assembly or by petition of ten percent of the qualified voters.
- B. The ASNMU Constitutional amendments must be approved by a simple majority of student votes cast during the referendum.
- C. Having been approved by a simple majority of those votes cast during the referendum, the proposed amendment(s) shall be presented to the Board of Trustees for ratification.
- D. The ASNMU Constitution shall be available to students on the ASNMU website and in paper form, by request.

Amendment(s) approved for proposal by ASNMU on March 28th, 2017.

Sarah Head, Chair of the Assembly
ASNMU

Date

Approved by students on April 20th, 2017.

Approved by the Board of Trustees of Northern Michigan University on _____.

Fritz Erickson, President
NMU Board of Trustees
Northern Michigan University

Date