

**ASSOCIATED STUDENTS OF NORTHERN ARIZONA UNIVERSITY
BY-LAWS**

ARTICLE I. Duties of the President shall include:

1. Serving as a voting member of the Executive Council.
2. Serving as an ex-officio member of the Senate.
3. Serving as an ex-officio member of the Faculty Senate.
 - a. For the purposes of Section 3, this shall include serving as an ex-officio member of the Faculty Senate Executive Committee.
4. Serving as the Director of the Northern Arizona University (NAU) Arizona Students' Association (ASA) on the ASA Board of Directors.
5. Attending meetings of the Alumni Board of Directors.
6. Maintaining communication with the designated advisor(s) from the Office of Student Life.
7. Serving as the chief liaison to the Provost and President of NAU.
8. Serving as the chief liaison to state and national leaders, unless he or she chooses to delegate this authority.
9. Serving on the United Way Campaign Committee and leading student fund-raising efforts related thereto, unless he or she chooses to delegate this authority.
10. Serving as Chief Financial Officer of ASNAU.
11. Appointing students to university committees with Executive Council approval.
12. Appointing the ASA Delegates and Task Force Director, Public Relations Director, and Justices of the Supreme Court with a majority vote of the Executive Council and upon majority approval of the Senate.
13. Organizing Student Regent selections in conjunction with the ASA Central Office and the NAU-Yuma Student Association during NAU's rotation.
14. Forming and disbanding ad hoc Senate committees.
15. Holding a minimum of twenty (20) hours per week, with at least ten (10) in the office during regular hours of operation.
16. Submitting a report of activities and accomplishments of the past week to the Senate.
17. Submitting a written report of activities and accomplishments of the past month to the Senate.

18. Writing a semi-annual report to be distributed to the student body.

ARTICLE II. Duties of the Vice President of Student Affairs shall include:

1. Serving as a voting member of the Executive Council.
2. Serving as an ex-officio member of the Senate.
3. Overseeing all student-based programs run through ASNAU that are not academic in nature.
4. Overseeing the student affairs committees and ensuring that the Senators in those committees fulfill their constitutional and committee obligations.
5. Reviewing Senate reports.
 - a. The Vice President of Student Affairs has the right to change the format and/or frequency of the reports as he or she sees fit.
6. Holding a minimum of fifteen (15) hours per week, with at least eight (8) in the office during regular hours of operation.
7. Submitting a report of activities and accomplishments of the past week to the Senate.
8. Submitting a written report of activities and accomplishments of the past month to the Senate.

ARTICLE III. Duties of the Vice President of Academic Affairs shall include:

1. Serving as a voting member of the Executive Council.
2. Serving as Chair of the Senate.
3. Serving as liaison among the student body, academic colleges, and ASNAU.
4. Helping to establish good relationships between senators and deans.
5. Holding meetings with each senator twice per semester.
6. Forming and disbanding ad hoc Senate committees.
7. Reviewing Senate reports.
 - a. The Vice President of Academic Affairs has the right to change the format and/or frequency of the reports as he or she sees fit.
8. Ensuring that the Senators fulfill their constitutional obligations, and, in the event that they do not, referring recommendations to the Senate Legislative Committee as to any action he or she deems necessary.
9. Serving as a student advisor to the Team ASPIRE Program.

- a. For the purposes of Section 9, this shall include working with the Program Coordinator(s) to ensure the success of the Program and helping the Coordinator(s) with fund-raising efforts for the Program.
10. Holding a minimum of fifteen (15) hours per week, with at least eight (8) in the office during regular hours of operation.
11. Submitting a report of activities and accomplishments of the past week to the Senate.
12. Submitting a written report of activities and accomplishments of the past month to the Senate.

ARTICLE IV. Duties of the Chief of Staff shall include:

1. Serving as an ex-officio member of the Executive Council.
2. Serving as an ex-officio member of the Senate Appropriations Committee.
3. Holding weekly staff meetings, not conflicting with Senate meetings, with the Public Relations department, the Leadership Coordinator, and the Special Events and Multicultural Affairs Directors.
4. Giving input to the university budget.
5. Performing any additional duties assigned by the President.
6. Holding a minimum of fifteen (15) office hours per week during regular hours of operation.
7. Submitting a report of activities and accomplishments of the past week to the Senate.
 - a. For the purposes of Section 7, this shall include presenting a weekly report of the budget and accounts of ASNAU to the Executive Council and the Senate.
8. Submitting a written report of activities and accomplishments of the past month to the Senate.

ARTICLE V. Duties of the Senate shall include:

1. Holding weekly meetings according to university policy during the fall and spring semesters of the academic year at a time and location to be designated by the Vice President of Academic Affairs.
2. Organizing campus clubs and organizations in accordance with the Student Organization Guidebook.
3. Allocating moneys to recognized clubs and organizations according to the organization allocation policy of ASNAU, as stated in the Student Organization Guidebook.
4. Proposing any bill the Senators see fit.

5. Holding a minimum of three (3) office hours per week during regular hours of operation, in addition to a minimum of two (2) hours gathering information from constituents, including, but not limited to, surveys, one-on-one conversations, and/or meetings with groups.
6. Designating one or more senators to sit on the following university committee areas, to report bi-monthly to the group represented and to the committee chair:
 - a. Student Services, to initiate or address any student-related service, including but not limited to registration, disability, and computer services.
 - b. Student Health, to initiate or address any issues concerning student health; regularly attend Student Health Advisory Committee meetings; and work closely with Fronske Health Center.
 - c. Transportation, to initiate or address any issues related to transportation on campus, including Mountain Campus Transit and the bike path systems; and regularly attend meetings of the Parking and Traffic Advisory Committee.
 - d. Food Services, to initiate or address any issues related to food quality and service on campus.
 - e. Community, to initiate or address any issues related to the campus community, including, but not limited to, NAU, Flagstaff, and the surrounding communities..
7. To have the option of reporting weekly to the Senate during regular Senate meetings.
8. Approving the Senate Clerk and Parliamentarian by a majority vote.
9. Not serving as chair and liaison of the same committee.
10. Duties of the college Senators shall include:
 - a. Representing all students officially enrolled in their respective colleges.
 - b. Representing all clubs and organizations associated with their academic college.
 - i. For the purposes of Section 11(a), representation shall include contacting each club and organization at least twice per semester, as well as submitting follow-up reports to the Senate.
 - c. Meeting with the Deans of their respective colleges at least once per month.
 - d. Hosting a forum in their respective colleges at least once per month, except for those months in which there is a scheduled extended holiday of one week or more.
11. Duties of the Senators-at-Large shall include:
 - a. Representing all undecided students.
 - b. Representing all students in academic colleges who are not represented by a senator due to a vacancy in the position.

- i. For the purposes of Section 12(b), senators-at-large shall fulfill all the duties incumbent upon the college Senator who would normally fill that position.
- c. Representing all campus clubs and organizations not represented by the college Senators.
 - i. For the purposes of Section 12(c), representation shall include contacting each club and organization at least twice per semester, as well as submitting follow-up reports to the Senate, and shall be divided among all senators-at-large.
- d. Meeting with a Faculty Senate Representative at least once per month.
- e. Either independently or as a group, organizing and implementing an open forum each month throughout the academic year, except for those months in which there is a scheduled extended holiday of one week or more.
 - i. For the purposes of Section 12(d), these forums are to be held in a public arena within the university community, and shall include, by way of illustration and not by way of limitation, information exchanges, public speakers, presentations, and a President's Round Table for clubs and organizations.
- f. Delegate at least one at-large senator to serve as a liaison to the Faculty Senate Executive council and meet with monthly.

12. Senate Committees:

- a. Shall have a chair and enough senators (i.e., voting members) to act as liaisons to each subcommittee.
 - i. All other committee members shall serve as ex-officio members.
- b. Shall conduct meetings and business in accordance with the Constitution and Bylaws of ASNAU and the NAU Student Handbook.
- c. Shall include a/an:
 - i. Legislative Committee, which shall:
 - 1. Monitor and pursue appropriate resolutions to all ethical questions which shall from time to time arise concerning the ASNAU Officers, staff, Senate and the Elections Commission.
 - 2. Oversee impeachment proceedings.
 - 3. Address any problems and revisions and amendments to the ASNAU Constitution, Bylaws, and Election Code.
 - ii. Appropriations Committee, which shall:

1. Consist of seven (7) senators, of which the organizational liaison must be one, as well as the Chief of Staff, serving as an ex-officio member.
2. Review club and organization recognition requests and organization allocations, and submit them to the Senate for approval.
3. Review and present the budget for the following year with the President.
4. Review Organizational Allocation Processes and Senate Bill Processes.

13. Duties of the Senate Clerk shall include:

- a. Attending all regular and special sessions of the Senate.
- b. Maintaining accurate records and minutes of all Senate proceedings, including executive sessions.
- c. Preparing and distributing the agenda for each Senate meeting at least twenty-four (24) hours in advance.
- d. Preparing and distributing the official minutes for each Senate meeting, including executive sessions, at least three working days following each meeting.
- e. Informing the Supreme Court of all changes made to the ASNAU Constitution, Bylaws, Election Code, and Homecoming Election Code.

14. Duties of the Senate Parliamentarian shall include:

- a. Attending all regular and special sessions of the Senate.
- b. Advising the Senate Chair of proper parliamentary procedure.

15. All Executive Council members-elect and senators-elect must accompany their respective outgoing counterpart in making the transition to the new Executive Council and Senate.

- a. For the purposes of Section 16, this shall include attending meetings of the Executive Council and Senate, outgoing senators' committee meetings, meetings with their respective college administrators, meetings with constituents, and any other responsibilities incumbent upon the current elected member.
 - i. For the purposes of Section 16(a), this process shall exclude any appointed member and any member elected by way of a special election, and Executive Council members-elect and senators-elect are not required to take on the duties and responsibilities of the outgoing member.

ARTICLE VI. Executive and Senate Qualifications:

1. All elected members of ASNAU must maintain a minimum cumulative grade point average (GPA) of 2.25.
2. All official executive candidates must have attended NAU during the semester prior to the election in which they were elected and must be a full-time, fee-paying student.
 - a. For the purposes of Section 2, undergraduate candidates must have completed three (3) full-time semesters at NAU, and graduate candidates must have completed nine (9) credit hours of study at the graduate level.
3. All undergraduate candidates for the Senate must have accumulated a minimum of twelve (12) credit hours at NAU, and graduate candidates must have accumulated nine (9) credit hours at NAU.
 - a. The Senate may, by a two-thirds (2/3) affirmative vote in a special bill, waive the credit hour requirements for a Senate position if no other candidates are available.
4. The position of Senator of the Graduate College may be filled by any candidate who has been admitted to a degree-seeking graduate program.

ARTICLE VII. Duties of the Justices of the Supreme Court shall include:

1. Having original and exclusive jurisdiction in all official complaints filed over all questions arising under the ASNAU Constitution and Bylaws.
 - a. For the purposes of Section 1, the Supreme Court may issue advisory opinions as to applications of the Constitution, Bylaws, Election Code, and Homecoming Election Code.
 - b. In addition, upon receipt of an official complaint, the Supreme Court shall have jurisdiction to review all actions, decisions, and legislation of the Executive Council, staff and the Senate.
 - i. Complaints may be issued by any ASNAU member.
2. Issuing orders, injunctions, and all other writs necessary and proper to the complete exercise of its original and appellate jurisdiction.
3. Pursuing an appeal from any member of ASNAU.
4. Maintaining rules that shall govern court procedure, to be ratified by a majority of the Court.
5. Maintaining a permanent public record of all rulings and opinions issued by the Court.
6. Updating the ASNAU Constitution, Bylaws, Election Code, and Homecoming Election Code to include any revision or amendments as necessary.
7. Holding bi-monthly meetings not conflicting with Senate meetings.

8. Swearing in newly elected and appointed ASNAU officials.
9. Maintaining a cumulative grade point average (GPA) of 2.25
10. Having accumulated a minimum of twelve (12) credit hours at NAU and holding a minimum of twelve (12) semester hours during their terms.
11. Duties of the Chief Justice of the Supreme Court shall include:
 - a. Calling regular and special meetings and sessions of the Supreme Court.
 - b. Acting as chairperson of all meetings and sessions of the Supreme Court.
 - c. Recommending the agenda for regular and special meetings of the Supreme Court to the Clerk.
 - d. Appointing a Clerk of the Supreme Court upon majority approval of the Court.
 - e. Attending all regular and special sessions of the Senate.
 - f. Submitting a report of activities and accomplishments of the past week to the Senate.
 - g. Preparing a written report of activities and accomplishments of the past year to the Senate, to be included in the Court files.
 - h. Holding a minimum of three (3) office hours per week during regular hours of operation.
12. Duties of the Associate Justices of the Supreme Court shall include:
 - a. Attending all regular and special meetings and sessions of the Supreme Court.
 - b. Attending no less than one session of the Senate per month.
 - c. Holding a minimum of one (1) office hour per week during regular hours of operation.

ARTICLE VIII. Duties of the Clerk of the Supreme Court shall include:

1. Assuming his or her duties upon appointment by the Chief Justice and the majority approval of the Court.
2. Attending all meetings and sessions of the Supreme Court.
3. Maintaining accurate minutes and records of all Court meetings and proceedings.
4. Preparing and distributing the agenda for each Court meeting at least twenty-four (24) hours in advance.
5. Preparing and distributing the official minutes for each Court meeting, as well as the transcribed record of each Court proceeding, no later than five working days following the meeting or proceeding.

6. Ensuring compliance with the most current adoption of the Rules of the Supreme Court and notifying ASNAU personnel of any changes thereto.

ARTICLE IX. Duties of the Members of the Arizona Students' Association shall include:

1. Serving collectively as a department of ASNAU.
2. Consisting of the ASNAU President, an appointed Task Force Director, and two (2) appointed delegates.
3. Advocating student concerns and perspectives to higher education policy makers at the state level.
4. Promoting and publicizing any activities or events regarding higher education policy making at the state level.
5. Establishing and maintaining permanent resource files.
 - a. For the purposes of Sec. 5, these resource files shall consist of ASA bylaws, minutes, policies, press releases, proposals, and any other student- or university-related information and materials. These files shall also consist of any reports, studies, and findings generated by or issued from NAU, ASA, the Arizona Board of Regents, the Office of the Governor, and the Arizona State Legislature.
6. Ensuring that the ASA resource files are accessible to ASNAU officials, NAU students, and the general public.
7. Establishing the Task Force to help educate, involve, and organize students on issues of higher education at the campus, state, and national levels.
8. Heading the Task Force with the Task Force Director, to educate and involve students on issues and concerns address by ASA.
9. Holding weekly meetings not conflicting with Senate meetings.
10. Holding a minimum of five (5) hours per week, during regular hours of operation.
11. Providing weekly reports to the Senate and generating a detailed monthly report on current activities and issues being address by ASA, which shall be issued to the Executive Council and the Senate.
12. Taking over the duties of the Federal Relations Director if one is not appointed.

ARTICLE X. Duties of the Federal Relations Director shall include:

1. Serving as chief liaison with national higher education organizations.
2. Researching all national issues relating directly to students and disseminating this information to ASNAU in any manner deemed appropriate.

- a. For the purposes of Sec. 2, the Federal Relations Director shall be ASNAU's expert in financial aid.
3. Coordinating all lobbying activities aimed at Arizona's congressional delegation, Congress in general, the Department of Education, and the White House.
4. Working in conjunction with ASA and the Executive Council, and helping the Senate with any national research or concerns.
5. Holding seven (7) office hours per week during regular hours of operation.
6. Giving a weekly report to the Senate.
7. Giving a monthly written report to the President.
8. Sitting on any committees pertaining to their job description.

ARTICLE XI. Duties of the Leadership Coordinator shall include:

1. Assuming his or her duties upon appointment by ASNAU Executive Council and majority approval by the Senate.
 - a. For the purposes of Section 1, the ASNAU Executive Council also have the authority to terminate the person from this position.
2. Working with the Assistant Dean of Students to create public relations advertising for all leadership programs.
3. Working with the ASNAU President to plan an agenda for the ASNAU Fall Retreat.
4. Working with the Special Events Director when necessary.
5. Serve as director of the NAU Safe-Ride Program
 - a. For the purposes of Section 5, duties of the Safe-Ride Program Director shall include:
 - i. Working with the Vice President of Student Affairs with regards to the Safe-Ride Program.
 - ii. Hiring and training volunteer dispatchers.
 - iii. Setting program hours of operation and scheduling volunteers to work during.
 - iv. Fundraising and maintaining a substantial budget for the Safe Ride Program.
 - v. Maintaining a good working relationship with shuttle/cab service and meeting on a bimonthly basis with the service director to ensure the efficiency of the program.

- vi. Working closely with the ASNAU Office Specialist, Senior to make payments to the shuttle/cab service for rides given, if necessary.
6. Planning and working to bring various speakers to the NAU Flagstaff campus.
7. Planning and organizing the spring leadership event.
8. Attending all meetings regarding the Leadership Spring Development Series.
9. Attending all general and special sessions of the Senate.
10. Giving a monthly report of budget and progress to the Chief of Staff.
11. Holding a minimum of five (5) hours per week.
12. Sitting on any committees pertaining to their job description.

ARTICLE XII. Duties of the Special Events Director shall include:

1. Organizing and overseeing Homecoming, Family Weekend, Holiday Week, and other campus activities.
2. Planning and organizing all campus elections.
3. Organizing committees, and scheduling club round tables when necessary, for the purpose of effectively presenting these and other events.
4. For the purposes of Section 1, Section 2, and Section 3, this shall include serving as liaison to all clubs and organizations which are involved in any such events.
5. Preparing detailed reports of progress and success of events to be filed for future Special Events Directors.
6. Attending all regular and special sessions of the Senate.
7. Submitting a report of activities and accomplishments of the past week to the Senate.
8. Working with the Leadership Coordinator when necessary.
9. Sitting on any committees pertaining to their job description.

ARTICLE XIII. Duties of the Multicultural Affairs Programming Director shall include:

1. Organizing and planning educational programming for campus forums and events.
2. Maintaining communication with the Multicultural Student Center.
3. Serving as the liaison between ASNAU and multicultural organizations.

4. Attending meetings of multicultural clubs and organizations.
5. Preparing documents relevant to his or her duties to be distributed to the university community.
6. Attending the NAU President's Cabinet meetings.
7. Attending weekly staff meetings.
8. Submitting a report of activities and accomplishments of the past week to the Senate.
9. Sitting on any committees pertaining to their job description.

ARTICLE XIV. Duties of the Information Technology Specialist shall include:

1. Assuming his or her duties upon appointment by the ASNAU Executive Council and the majority approval by the Senate
 - a. For the purposes of Section 1, the ASNAU Executive Council also have the authority to terminate the person from this position.
2. Maintaining and update the ASNAU website.
3. Managing all ASNAU elections under the authority of the advisor(s).
4. Being responsible fore all email communication from the ASNAU office and its affiliates.
5. Maintaining all ASNAU computers, software, and technological equipme3nt.
6. Submitting a report of activities and accomplishments of the past week to the Senate.
7. Performing any additional duties designed by the President and/or the Chief of Staff.
8. Holding a minimum of ten (10) office hours per week during regular hours of operation.
9. Sitting on any committees pertaining to their job description.

ARTICLE XV. Duties of the Involvement Center Coordinator shall include:

1. Assuming his or her duties upon appointment by the ASNAU Executive Council and majority approval by the Senate.
 - a. For the purposes of Section 1, the ASNAU Executive Council also have the authority to terminate the person from this position.
2. Organizing and overseeing the Adopt-A-Plot campus service project.
3. Maintaining communication between the student body and community service organizations.
4. Submitting a report of activities and accomplishments of the past week to the Senate.

5. Holding a minimum of ten (10) office hours per week during regular hours of operation.
6. Sitting on any committees pertaining to their job description.

ARTICLE XVI. Duties of the President's Council Director shall include:

1. Assuming his or her duties upon appointment by the ASNAU Executive Council and majority approval by the Senate.
 - a. For the purposes of Section 1, the ASNAU Executive Council also have the authority to terminate the person from this position.
2. Creating, updating and maintaining a database of all clubs and organizations associated with ASNAU and NAU.
3. Working closely with the Office of Student Life on matters concerning clubs and organizations on campus.
4. Holding a monthly meeting with representatives from each of the clubs and organizations to:
 - a. Inform clubs and organizations on any present and upcoming news, events, and activities of ASNAU and NAU.
 - b. Obtain volunteers for event and activities of ASNAU, NAU, and the community.
 - i. For the purposes of subsection b, all events and activities must be approved by a majority vote of the Senate and Executive Staff.
 - c. Voice and accept opinions, questions, concerns, and ideas on enhancing committees, councils, ASNAU, NAU, the community, and the Senate.
5. Updating and meeting with the Vice President of Student Affairs on news, meetings, and concerns.
6. Submitting a report of activities and accomplishments of the past week to the Senate.
7. Holding a minimum of ten (10) office hours per week during regular hours of operation.
8. Sitting on any committees pertaining to their job description.

ARTICLE XVII. Duties of the Team ASPIRE (Arizona Student Program Investing Resources for Education) Coordinator shall include:

1. Working with the Vice President of Academic Affairs with regards to Team ASPIRE.
2. Recruiting, interviewing, hiring, training, and terminating Team ASPIRE members.
3. Planning no less than one (1) retreat per semester with the primary purpose of training new Team ASPIRE members.
4. Gathering funding and maintaining a budget for Team ASPIRE.

5. Sending lists of potential students to all Arizona state universities.
6. Holding a minimum of ten (10) office hours per week.
7. Submitting a report of activities and accomplishments of the past week to the Senate.
8. Conduct practices with team members as needed.

ARTICLE XVIII. Duties of the Team ASPIRE Members shall include:

1. Compiling a list of potential students for the Team ASPIRE Coordinator.
2. Visiting a minimum of two (2) Arizona high schools per semester for the purpose of making Team ASPIRE presentations.

ARTICLE XIX. Duties of the Freshman Orientation and Retention Director shall include:

1. Serving as a liaison between ASNAU and new students.
2. Serving as an advisor to the New Student Organization.
3. Attending all meetings of the New Student Organization, both general and executive meetings.
4. Collaborating with Orientation, Transition, and Retention Services to promote activities throughout the year for new students.
5. Serving as Director of the Freshman Orientation camp.
6. Organizing and planning Lumberjack Welcome Week activities.
7. Submitting a report of activities and accomplishments of the past week to the Senate.
8. Preparing and presenting a final report at the end of each appointed term to be given to both the President of ASNAU and the Senate.
9. Working to implement any appropriate programs passed by the Senate.

ARTICLE XX. New Student Organization:

1. The New Student Organization (NSO) shall consist of freshmen and transfer students who meet the membership requirements defined by NSO.
 - a. For the purposes of Section 1, members shall hold office hours as required by NSO bylaws.
2. NSO shall have student advisors appointed by the Executive Council, and an advisor from the Senate or Executive Council, appointed by the President.

- a. For the purposes of Section 2, these advisors shall serve as liaisons between NSO and ASNAU.
3. NSO shall maintain bylaws that are in accordance with the ASNAU Constitution and Bylaws.

ARTICLE XXI. Duties of the Public Relations Department shall include:

1. Actively promoting ASNAU and its events, activities, and working environment.
 - a. For the purposes of Section 1, this shall include working with the Special Events Director, Executive Council, ASA members, ASNAU Senators, and ASNAU programs, for the promotion and recognition of any special events, activities, or elections.
2. Working closely with local or university media outlets to ensure accurate coverage of ASNAU progress and activities.
3. Producing and distributing all communication forms to the student body.
4. Sitting on any committees pertaining to their job description.

ARTICLE XXII. The NAU Safety Escort Service (NSES) Program:

1. The NSES Program shall consist of volunteers of the university community, who will be required to attend mandatory training sessions as per the membership requirements in the NSES Program's constitution.
 - a. For the purposes of Section 1, the NSES Program's constitution shall be in accordance with the ASNAU Constitution and Bylaws.
2. The directors of the NSES Program shall be elected by the active members of the NSES Program, in accordance with its constitution.
3. The NSES Program Executive Director or his or her designee shall report weekly to the Senate.

ARTICLE XXIII. Graduate Programs:

1. Shall consist of graduates who have gone through a selection process.
 - a. For the purposes of Section 1, members shall hold a minimum of five (5) office hours per semester during regular hours of operation.
2. Shall maintain bylaws that are in accordance with the ASNAU Constitution and Bylaws.

ARTICLE XXIV. Elections:

1. The Executive Council shall appoint unbiased elections commissioners, with approval by the Senate, to organize and operate all elections during the school year in accordance with the ASNAU Election Code.
2. Elections must be completed sixty (60) days before the end of the school year.

ARTICLE XXV. Inaugural Ceremony:

1. An inaugural ceremony for the Executive Council, staff and Senate shall be held annually, to be held between the final posting of the results of the general spring election and Reading Week.

ARTICLE XXVI. Voting Procedures and Timely Action:

1. A motion on the floor may be passed by a simple majority of the present voting senators. If less than the required number of votes in favor of a motion are cast, the motion shall be defeated.
2. It is the right of any and all senators to abstain from voting on a motion. Abstentions will be recorded in the minutes along with the number of "ayes" and "nays," but shall have no effect upon the voting outcomes.
3. Measures passed by the Senate shall become effective immediately upon the signature of the President, unless the measure is vetoed in accordance with the Constitution.
 - a. For the purposes of Section 3, if within five (5) working days, the President has neither vetoed nor signed the measure, the measure shall automatically become effective.
4. Voting shall follow parliamentary procedures as outlined in the version of *Robert's Rules of Order* that is current at the beginning of the school year.

ARTICLE XXVII. Authority and Date of Enactment:

1. These Bylaws are an addition to the ASNAU Constitution.
2. These Bylaws are adopted on February 28, 2003, and shall exist in full force and effect as of February 28, 2003.