Article 56. Programs

Section 56-1 General Conditions and Definitions
A. ASMSU Programs exist to provide services to the Montana State University community, with priority given to students.
B. Organizations registered with the Office of Student Engagement are not governed by these policies.

Section 56-2 Student Programs
A. A student program has its annual operating budget funded by the Activity Fee and is directed by a student director.
B. The ASMSU student programs will be as follows:
   1. ASMSU Arts and Exhibits
   2. ASMSU Films
   3. Latenight Streamline
   4. ASMSU Elections
   5. ASMSU Student Political Action
   6. ASMSU Public Relations and Marketing
   7. ASMSU Diversity and Inclusion
   8. ASMSU Health and Wellbeing
   9. Programming, Activities, and Campus Events Board (PACE) ASMSU Events
   10. Student Engagement Global Ambassadors (SEGA)

Section 56-3 Classified Programs
A. A classified program has its annual operating budget funded by the Activity Fee and is directed by a classified employee.

B. The ASMSU classified programs will be as follows:
   1. ASMSU Pre-School
   2. KGLT-FM Radio
   3. ASMSU Student Legal Services
   4. ASMSU RISE Services

Section 56-4 Fee-Based Programs
A. A fee-based program has its annual operating budget funded by a student fee other than the Activity Fee. Fee-based programs can be directed by either a student or by a classified employee.

B. The ASMSU fee-based programs are as follows:
   1. ASMSU Exponent
   2. ASMSU Recreational Sports and Fitness
   3. Streamline
   4. MSU Office of Sustainability
   5. MSU Leadership Institute
   6. ASMSU Outdoor Recreation

C. These programs are funded by the Student Press, the Intramural, the Bus, the Sustainability, the Student Leadership, and the Outdoor Recreation Fees.

Section 56-5 Program Directors
A. Duties
All program directors shall:
   1. Prepare, submit and present the program’s annual, supplemental and reserve budget requests to the Finance Board and Senate;
   2. Maintain a current mission statement for the program;
   3. Administer the program’s budget and account for all funds appropriated to and/or generated by the program;
   4. Report regularly to the Senate;
   5. Ensure program is in compliance with all federal, state and local regulations;
   6. Ensure a successful transition to future directors;
   7. Coordinate, plan, advertise and administer program’s operations and events;
   8. Hire and supervise staff when applicable;
   9. Submit a year-end report to Administrative Council and Senate; and,
   10. Keep the program’s website information current; and,
   11. Evaluate and reallocate, as needed, changes and variations in account codes up to 3% three percent of their total allocated budget, or three thousand dollars, whichever is lower. Such reallocations shall require an affirmative vote from the Senate Budget Oversight Committee. Changes and
variations exceeding three percent of their total allocated budget, or three
thousand dollars, whichever is lower, shall be brought before Finance Board
and Senate.

Section 56-6  Student Program Directors
A. Qualification
1. All student program directors shall be ASMSU members as defined in the
 Constitution.

B. Exception
1. An ASMSU lobbyist shall be hired in advance of the Montana Legislative
 Session. The lobbyist shall be a current activity-fee paying student at Montana
 State University, or a former activity-fee paying student that has graduated
 from Montana State University within 12 months of the Montana Legislative
 Session.

C. Employment
1. The President shall hire all student program directors. The hiring process
 shall be administered by the incoming President during the spring semester in
 accordance with the hiring guidelines.
2. Regularly hired directors shall begin employment during the last month of
 the spring semester in which they are hired. Termination of employment shall
 occur at the end of the following spring semester for all directors hired by the
 outgoing president.
3. Student program directors, hired under normal circumstances, shall be
 hired no later than the final regularly scheduled Senate meeting.
4. During these last weeks the newly hired program directors shall train with
 the outgoing program directors.
5. All student program directors shall be required to sign a contract. Failure to
 fulfill the terms and obligations of the contract may result in termination of
 employment and/or forfeiture of unpaid and unearned stipend.
6. Hiring will take place as needed to fill vacancies as created by voluntary
 termination, involuntary termination or new program creation.

Section 56-7  Program Oversight
A. All program directors shall report directly to the President.
B. The President, in conjunction with the OSE Director, shall supervise the
classified program directors.
C. The Vice President shall supervise the student program directors.
D. The Senate may order any program director to report to Senate for any reason.

Article 67. Elections

Section 67-1  Elections Authority
A. Authority of all elections shall be vested in the Supreme Court in
consultation with the Elections Director.
B. Ballot Approval

1. Initial allocation of eligible seats within ASMSU student government elections must be conveyed to the Chief Justice following finalization.
2. Any elections ballot must be approved and signed off on by the Chief Justice prior to release for the student body to vote on.

Section 6.7-2 Policies and Procedures


B. Amending Policies and Procedures

1. The ASMSU Supreme Court shall have the responsibility of editing and updating the Elections Policies and Procedures Manual as needed.
2. Any changes to the Elections Policies and Procedures Manual shall be subject to a majority approval by the Senate.

Section 6.7-3 Candidacy

A. Eligibility

1. All candidates shall be ASMSU members as defined in the Constitution.
2. Students must be enrolled in a major in the college for which they are holding candidacy.
3. Any student enrolled in a major in more than one college shall be eligible to represent the students of the colleges in which they are enrolled.
4. Candidates should be notified of their eligibility for candidacy within three school days following the filing deadline.
5. Should a Justice or the Elections Director choose to run for candidacy, they must step down from their position before the start of the spring semester.

Section 6.7-4 Write-in candidates


Section 6.7-5 Elections Schedule

A. Primary Election

1. A primary election shall be held for the President and Vice President ticket if more than two tickets have applied for and are eligible for candidacy.
2. No primary election shall be held for Senate candidates.
3. The Primary Election will occur on the Wednesday two weeks prior to the General Election.

B. General Elections

1. General Elections shall be held annually on the Tuesday and Wednesday preceding the penultimate meeting of the outgoing Senate.
Section 67-6 Voting  
A. All MSU-Bozeman students may vote in ASMSU elections.  
B. Students may vote only for senators of the college in which they are enrolled, At-Large positions, Executive positions, and ballot measures.

Section 67-7 Campaigning  
A. Campaigning shall be defined as the use of any written or verbal presentation in the name of any candidate or ballot measure.  
B. All candidates and sponsors of ballot measures shall not break any university, local, state, or federal laws, ordinances, rules or regulations while campaigning.  
C. No candidates for Executive Team shall spend more than $500 on campaign related expenses as a complete ticket; no candidate for Senate shall spend more than $100 on campaign related expenses.  
1. Candidates for Executive Team will be eligible to receive reimbursement from ASMSU, not to exceed $250; Candidates for Senate will be eligible to receive reimbursement from ASMSU, not to exceed $50.  
D. ASMSU funds, time, equipment, or supplies shall not be used in campaigning for or against any candidate or ballot measure, except where expressly defined in the ASMSU Bylaws.  
1. A statement of personal opinion shall not be construed as a use of ASMSU time (while promoting for a candidate or ballot measure).  
E. Rules will be enforced as defined in the Elections Policies and Procedures Manual.

Section 67-8 Concurrent Terms  
A. No person may hold candidacy for ASMSU elected offices which have concurrent terms.

Section 67-9 Results  
A. All election results shall be posted and made public within 2 days following the election.

Section 67-10 Special Elections  
A. Special elections shall be called for by the proper authority for purposes other than the election of officers or a run-off election.  
B. Special elections shall be held when considered necessary by a majority vote of the ASMSU Senate or as a result of a valid student initiative.

Section 67-11 Senate Districts
Section 67-12 Allocation of Senate Seats

A. Using data from the Office of the Registrar, seats shall be allocated to each college based on the number of students, undergraduate and graduate, enrolled in that college.

B. The allocation process shall occur as follows:
   1. The number of students in each college shall be divided by the total number of students enrolled at MSU.
   2. The proportions shall then be multiplied by 18.
   3. The product of the multiplications shall be rounded to the nearest integer value using normal rounding practices. This result shall be the allocation to each college.
   4. The total number of seats allocated previously shall be subtracted from 21.
      The result of the subtraction shall be the number of At-Large seats.

C. Each eligible district shall be guaranteed a minimum of one seat. The allocation process may be modified in order to accommodate this requirement.

D. Reallocation of seats shall take place in the spring of every year prior to the start of the election cycle using the enrollment headcount of the previous fall. The Senate Speaker and the Elections Director shall work together to ensure that seats are allocated per the Bylaws.

E. In the event that there are fewer candidates than available seats for any given position, the filing deadline for that position shall be extended by three academic days. Any seats that cannot be filled in this time shall become At-Large positions for that election only, with the exception of single-seat colleges. If there are too few At-Large candidates for the resulting number of At-Large seats, the Senate shall appoint the appropriate number of At-Large senators within three regularly scheduled meetings following the election.

   1. If there is a vacant single-seat college at the time of the election, the seat will be filled by appointment at the start of the following fall semester.

ABSENT
Lerum
Musar
Wendt
Matthews
Delker