

publicized and at the very least emailed out through the University mailing lists to the entirety of the Beren Campus Student Body. The application should be open for at least three days.

- (12) Within five days of the release of the application the President and the Vice President shall begin interviews for the positions to finalize their lists of nominees. If there are no applicants for a position, following the application being sent out and publicized for over three academic days, the President may choose to interview candidates of their choosing and subsequently nominate them.
- (13) The application form shall ask for a student's name, contact information, which position they are applying for, and why they are applying for the position. If the President and Vice President wish, they may also request a resume, up to two free responses, and a list of relevant or previous experiences.
- (14) The Director of Administrative Services and Director of Student Support Services should ideally come from a pool of students who have served on those committees in the past. The Chief Justice of the Court should ideally have served on the court in the past. The Elections Commissioner should ideally have served on the Elections Commission in the past. The CFO should ideally have served on the Finance Committee in the past. If such a person exists, or if there exists someone whom the Executive Committee sees has relevant experience, and the President wishes to nominate them, the President may nominate this person without an application being filled. If no such student is willing to take the position, or the President wishes to release the application for the position, then all potential candidates must fill out the application.
- (15) Following the interview process, the President and the Vice President shall discuss the merits of each applicant. The President shall assemble a list of nominees for each position for presentation to the Legislature. At the first session of the Legislature immediately following the election of legislative leadership the President shall present their nominees. Nominations shall be confirmed by a simple majority of the Legislature.
- (16) In the event no nominee is confirmed for a position the President shall prepare nominees for the following legislative session to put up for confirmation. These nominations shall be considered 'special appointments' and may be confirmed by the legislative 'nominations committee'.

(29) To be a candidate and eligible to hold the following positions; Associate Justice, Director of Student Support Services, Director of Administrative Services, Vice President of

- (4) The Nominations Committee shall be chaired by the Speaker and consist of a total of seven representatives. The other six members of the nominations committee shall be appointed by the Speaker. All members of the nominations committee shall be required to vote on matters that come before them. The nominations committee shall have the power to confirm nominations of the executive as prescribed in the special appointments bylaws. The nominations committee shall have the ability to either confirm a nominee in which case that nominee will now hold the office they have been nominated for, or they can pass the vote on to the Legislature as a whole for voting on at the next meeting of the Legislature.
- (5) The amendments committee shall consist of between three and seven voting members. The amendments committee may also include non-voting members recruited from the student body to help with the gathering of ideas and writing of potential amendments. Resolutions passed by the committee may then be passed to the general membership of the Legislature for approval as described in the BCSG constitution. The committee shall set a time at least once a semester to solicit amendments from the general student body.
- (6) The Organizations Committee shall consist of five voting members. The role of the organizations committee is to expedite the granting of charter and budgets to student organizations. The committee shall have the authority to grant a charter. They shall also have the authority to grant budgets that are less than \$500.00 to an organization. The committee may vote to either approve a charter, or to pass the vote on to the Legislature as a whole. The charter and budgets being voted on shall be presented by the Vice President of Student Organizations following the procedures outlined in the student organizations section of these bylaws.
- (7) Special Committees are any committees created by the Legislature by the passing of a resolution. Special committees may be formed for any purpose and may include non-members of the Legislature as non-voting members of the special committee. There shall be at least three representatives on the special committee and the chair of the special committee must also be a representative.

Section 4: Committee Assignments

- (8) All members of the Legislature shall have either one or two committee assignments by virtue of the office they hold. Academic College Representatives shall serve on the Academic Affairs Committee, Judaic Representatives shall serve on TAC, and the International and First Year Representatives shall serve on the Student Support Services

- (9) Members of the Legislature shall receive preferential application for membership to other committees such as Student Support Services and Administrative Services. All members of the Legislature shall at all times be a member of between one and three committees. The exception to this is the Speaker of the Legislature who can only hold their mandatory committee assignment and the Speaker Pro Tempore who may only hold up to two committee assignments.

Part 2: Legislative Leadership

Section 1: Election of Leadership

- (10) At the first meeting of the Legislature the President shall preside with no voting power. The first item on the agenda following procedural items to establish the quorum shall be electing a Speaker. Any member of the legislature may nominate another member of the Legislature for the Speakership. The motion to nominate must be seconded by a third representative, the nominated representative may not second the motion. Following the nominees the representatives shall vote on their speaker. In the event no nominee receives a majority of the votes cast, the nominee with the fewest votes shall be removed from the ballot and the votes recast. This procedure shall be repeated until a nominee wins the speakership with the majority of votes cast excluding blanks.
- (11) The Speaker shall immediately begin presiding over the proceedings of the Legislature. The first item they shall preside over is the election of the Speaker Pro Tempore. Following the election of the Speaker, the Speaker may nominate a representative for Speaker Pro Tempore. Another representative shall be required to second the nomination. Following this any other representative can nominate a fellow representative for Speaker Pro Tempore. All nominations that are seconded shall be placed on the ballot for Speaker Pro Tempore. No nominated representative may second their own nomination, whether from the Speaker or from a fellow representative. The election of the Speaker Pro Tempore shall be performed in the same manner as the election of the Speaker.

Section 2: Speaker of the Legislature

- (12) The Speaker shall serve as the presiding officer of Legislative Sessions, maintain order, and ensure all representatives adhere to the rules of the Legislature. The Speaker has the power to set the agenda and ensure that items are discussed and voted on in a timely manner. The Legislature shall operate in accordance with Robert's Rules of Order (including debating and voting) unless otherwise stated or voted on by the Legislature.
- (13) The Speaker shall be responsible for setting the agenda before each legislative session. The Speaker shall solicit representatives for agenda items to include at least three days prior to the legislative session. Each representative may submit one item for inclusion in the agenda. The Speaker may choose to include more items at their discretion. The Speaker

may add items to the agenda at their discretion that are voiced by representatives in the session. They shall publicize the agenda at least one day prior to the legislative session.

- (14) The Speaker shall be responsible for forming the standing legislative committees and for appointing chairs and members of special committees upon the Legislature's approval of a special committee's formation.
- (15) The Speaker shall produce within two-weeks of the end of each month a 'Legislative Report' summarizing the actions and meetings of the Legislature for release to the Student

Committees, Subcommittees, and Organizations have mandatory minimums of funding that must be followed in any legislation related to appropriations.

Section 3: Student Organizations

- (26) The Legislature shall be responsible for the approval of Student Organizations' charters and budgets. These charters shall be submitted on behalf of the student organizations by the VP of Student Organizations to the Speaker. The Speaker shall then be responsible for passing the application to the Organizations Committee of the Legislature. Requests for charter and budget shall be addressed in a timely manner. The Organizations Committee shall discuss and vote upon a charter and budget within five academic days of receiving it. The Legislature shall address all unvoted on applications for charter and budget at the first meeting of the Legislature following the submission of the applications.
- (27) The Legislature may revoke the charter and budgets of Student Organizations.

Section 4: Legislation and Resolutions

- (28) Resolutions of the Legislature shall be binding upon the Legislature and its officers. Legislation shall be binding upon the Student Body of the Beren Campus so long as the legislation does not counter Yeshiva University policy or US and State Law.
- (29) Legislation of the Legislature has an implied expiration date of the end of the Academic Year within which it was enacted.
- (30) Following the approval of a piece of legislation by the Legislature the Speaker shall send the bill to the President for their signature. The President shall have five academic days to respond. If no response is given then the legislation shall be considered approved. The President shall have the ability to either sign the legislation or veto it in the manner described in these bylaws.
- (31) The Legislature may override a presidential veto by two-thirds majority vote.
- (32) The Legislature is responsible for confirming the nominees of the executive as expounded upon in the bylaws related to appointments.

Part 4: Procedures

Section 1: Meetings

- (33) The Speaker shall be responsible for setting the Legislative Sessions for the term at the first session of the Legislature. The Legislature must meet at least twice a month. The default meetings shall be set for the first and third Wednesday of each month during the 'Club Hour'. If the University is not in session on a day a meeting should be scheduled for the meeting shall be held on the following Wednesday and the meeting schedule shall be recalibrated to meet every other week following. Changes to the standard meeting day and time of the Legislature may be made by a unanimous vote of the Legislature.

- (34) Meetings of the Legislature, committees of the Legislature, and subcommittees of the Legislature may be conducted in person or over a live, video conference platform.
- (35) All meetings of the Legislature shall be considered to be open to the public unless a majority votes to close the meeting, which may be done prior to the meeting. The first five minutes of the meeting must be open to the Executive Branch to attend. Following these five minutes the Legislature shall have the ability to vote to close the meeting and dismiss the President and others.
- (36) The Speaker Pro Tempore shall take attendance at the start of all meetings to establish a quorum. Absences shall be marked down and quorum established. A quorum of the Legislature shall be required to conduct all official business of the Legislature. A quorum of the Legislature shall be defined as two-thirds of seats currently filled. Unfilled positions do not count towards the quorum count and neither do seats filled by representatives who no longer count towards a quorum because of consecutive absences.
- (37) Excused absence requests must be submitted to the Speaker Pro Tempore at least 24 hours in advance of the meeting excluding emergency situations as deemed necessary by the Speaker and Speaker Pro Tempore. Excused absences shall be granted for reasons including but not limited to classes, scheduled shiur, athletics participation, simchas, or other one-off circumstances. Automatic excused absences may be granted if the representative's circumstances are known such as in the case of family bereavement.
- (38) The agenda for a meeting shall be distributed by the Speaker at least one day prior to a legislative session. The agenda shall include all agenda items and other documents or information necessary at the time of its posting. Items may be added to the agenda in legislative session by a motion of a representative and a seconding of the motion. Agenda items include but are not limited to; opening the session, closing the session, calling roll of the attendant representatives to establish a quorum, approving a student organizations request for a charter, or any other topic listed on the agenda distributed by the Speaker.
- (39) Following a legislative session the Speaker shall send to the President a copy of each piece of legislation that passed the Legislature for the President to sign. The President shall be able to either sign the legislation, veto it, or ignore it with the effects of each elaborated on in these bylaws.

Section 2: Voting

- (40) All votes shall be conducted via either show of hands or roll call vote unless a majority moves for a secret ballot. The Speaker Pro Tempore shall call the roll for roll call votes. They shall tally the results of all votes and record them in the 'Legislative Business Drive'. Each piece of legislation that is voted on should have clearly recorded in the same document the results of the voting and how the vote was performed.
- (41) Voting responses permitted are as follows;

- (A) Yea - an affirmative vote for the legislation,
 - (B) Nay - a vote against the legislation,
 - (C) Abstain - not a vote in either direction and does not count toward the majority threshold,
 - (D) Present - a temporary pass to be returned to after a cycle of voting has completed. The vote of present can only be used during the first round of voting after which one of the other types of votes must be cast.
- (42) If a piece of legislation is vetoed by the President the Legislature shall vote on it again at the following meeting of the Legislature after renewed debate on the legislation. If the President wishes they may attend this meeting of the Legislature to argue their case for the veto of that piece of legislation.

Section 3: Advisor

- (43) Either the Dean of Students or their designee shall be deemed the advisor of the Legislature. They shall serve as the official advisor of the Legislature with no voting rights but shall have the right to be present at all meetings of the Legislature and shall receive access to the Legislative Business Drive.

Section 4: Impeachment Procedures

- (44) A motion to impeach any officer of the BCSG may be made by any representative. Upon the motion being seconded an investigation shall be convened on the charges alleged. The Special Investigation Committee shall be appointed by the Speaker at the start of an investigation. The Investigation Committee shall work with the Advisor to the Legislature when compiling their evidence and making their case recommendations. Members of the Special Investigations Committee may be any member of the Beren Campus Student Body.
- (45) Grounds for impeachment are only financial mismanagement of BCSG funds, dereliction of duty, and failure to follow the bylaws or constitution in a blatant or overt manner. All other matters such as loss of good standing or other forms of misconduct shall be dealt with by the Dean of Students office and the Office of Student Life. Concerns of this nature may be raised by the Standing Committee on Ethics and Integrity.
- (46) Articles of Impeachment shall be presented at the next session of the Legislature and voted on by the full Legislature. A simple majority is required to impeach a member of BCSG, at which point the Court shall try the impeachment.
- (47) Members of the Court can be removed by a vote of three-fourths of the Legislature. Any Impeachment that is brought before the Court is appointed shall also be adjudicated in this manner.

Section 5: Accountability

- (48) All members of the Legislature shall be responsible for keeping an accurate record of expenditures made under their authority. At the end of each calendar month a report should

- (A) A Student General Store,
 - (B) and BCSG Fundraisers.
- (4) The financial records for these activities shall be maintained by the Finance Committee. The Legislature shall be required to approve any start-up funding or costs that are necessary towards running such an event or organization that are requested from the overall BCSG Budget.

Section 3: Torah Activities Council

- (10) The Torah Activities Council shall operate as an independent entity from the rest of the Executive Branch and is not under the authority of the President or their Cabinet. The TAC shall answer to the Finance Committee on matters of financial oversight and to the Legislature on matters of policy.
- (11) Further matters related to the TAC shall be detailed in the article dedicated to TAC and its purview and purpose.

Section 4: Executive Board

- (12) The Executive Board shall consist of the Executive Committee, the Cabinet, TAC President, and the CFO. The Executive Board shall meet with a University advisor at least once within two weeks of the date of the elections results being released. Following this they shall meet at least once within the first ten days of each academic semester and at least once in the last three weeks of each academic semester. This meeting shall be used as a way to set the agenda and plan for the year, go over what has been accomplished, and what can be improved. The Executive Board does not have any parliamentary authority but they as a body are responsible for overseeing the entirety of the BCSG in its implementation.

Part 2: Powers

Section 1: Legislative

- (13) The President shall have veto power over the legislation passed by the Legislature. On omnibus legislation they shall have the power to perform an in-line veto. They shall have the allotted five academic days to make their decision on the legislation. If they do not sign it or veto it, the legislation shall take effect without their signature.
- (14) If the President signs a piece of legislation before the five academic days have passed, the legislation shall take effect following their signing of the bill. The President shall communicate to the Speaker their decision to either sign or veto a bill. If the allotted five days pass and the President does not notify the Speaker either way then the legislation shall take effect.
- (15) The President may attend all meetings of the Legislature and as such should be informed of their occurrence. They shall be able to speak for up to five minutes at the beginning of each legislative session after being recognized by the Speaker.

Section 2: Cabinet Direction

- (16) The President shall be responsible for directing the activities of the Cabinet and for ensuring the officers of the Cabinet are adequately performing their responsibilities.
- (17) The President shall have the ability to work with any member of the Cabinet and sit in on their meetings at the members' discretion. The President shall be able to create projects for

- (A) President and Vice President,
- (B) Vice President of Programming,
- (C) Director of Administrative Services,
- (D) and Director of Student Support Services.

Board because of the Leadership role they have taken on campus and should not be taken lightly.

- (34) All members of the Executive Board may be expected to attend events such as orientation and other University wide events as well as assisting in their administration and in being a welcoming presence. The possibility of this responsibility is to ensure the visibility of and communal spirit of the Student Leaders on Campus and is a corollary requirement to the professional development requirements outlined.

Article IV: Judicial

Part 1: Membership

Section 1: Court

- (1) The Court shall consist of six members, all of whom must be full-time students on Beren Campus in good standing. A Chief Justice, who must be able to serve for a full academic year, shall preside over all Student Court meetings and cases tried by the Court, and has the responsibility to write or oversee the writing by another Justice of the Student Court Official Reports. Four Associate Justices, who shall try cases and vote on matters that come before the Court. A Justice Pro Tempore [or: alternate], who shall keep records of all Court proceedings, including minutes of trials, but will not sit on the bench, vote in any Court decisions, or be included as a signatory on Court emails unless required by the recusal of another Justice.
- (2) One of the Associate Justices shall be designated by the Chief Justice as ‘Temporary Chief Justice’ immediately upon the constitution of a full Court at the beginning of the academic year, or upon the Temporary Chief Justice’s leaving or being removed from the Court. The Temporary Chief Justice shall act as Chief Justice in all manners other than the appointment of a new Temporary Chief Justice upon the occasion of the Chief Justice being unable, for whatever reason, to preside over a case or otherwise manage the business of the Court.

Section 2: Elections Commission

- (3) The Chair of the Elections Commission shall hold no other position in BCSG. Once confirmed, the Chair of the Elections Commission shall appoint a minimum of two other student officers on the Beren Campus to assist them

outlining the Court's purpose and how to initiate a suit or other complaint following this meeting. If a Student Government website is in use, The Court shall establish and maintain a page on the Student Government website with previous cases and decisions.

- (11) The protocols for lawsuits are as follows: A lawsuit can be filed with the Chief Justice by any party with standing. A lawsuit may be filed via an email to the Court's official email address detailing the name of the defendant, specific complaint, and redress sought. Upon receiving a complaint, the Court must vote within five days, excluding Shabbos or other days when religious issues prevent voting, on whether to hear the case. Upon accepting to hear a case, the Court shall hear the case within five days, excluding days upon which religious issues prevent the Court from meeting. All cases will be open and public unless the Court votes, at the request of either the Chief Justice or the defendant, to make the case private. The Court may choose to publicize cases in nt, and private. T

Part 3: Elections Commission

Student wins the election, they must sign the FERPA waiver so that their eligibility may be confirmed before they take office.

- (24) A guide to the positions available with a description of the expectations and responsibilities for that position shall be released with the intent-to-run form along with the election rules.
- (25) The campaign season shall be no longer than one week long and may contain at least one debate for the following positions; President, TAC President, Vice President. Other debates may be held at the discretion of the Elections Commission or by the direction of the Legislature.
- (26) The Elections Commission has the right to disqualify any candidate who has been deemed to have broken the elections rules set forth by the Elections Commission. Disqualifications based on outright violations of rules or by ethical violations shall be voted upon by the Elections Commission and signed off on by OSL.

Article V: Torah Activities Council (TAC)

Part 1: Membership

Section 1: TAC President

- (1) The TAC President shall be the highest ranking member of the TAC. They shall receive the TAC discretionary budget and they shall be responsible for the planning and implementation of Torah Programming along with advocacy related to TSL.

Section 2: Representatives

- (2) The Judaic representatives shall serve on the TAC for two purposes. The first is to represent the students of the Beren Campus to the TSL and OSL. The second is to work with the TSL and OSL to run programming for the students they represent using the discretionary budget they have received.
- (3) In their roles as members of the TAC the representatives shall also serve as members of the various subcommittees of the TAC.

Part 2: Powers

Section 1: Jurisdiction

- (4) The TAC shall work in collaboration with TSL and the OSL to enhance the Religious experience on campus including but not limited to the following areas;
 - (A) Shabbos and Yomim Tovim on Campus,
 - (B) Religious Programming,
 - (C) Minyanim,
 - (D) Learning Initiatives,
 - (E) Helping facilitate TSL Programming in general for the whole Campus.
- (5) In general, TAC is responsible for the religious programming on campus.

- (6) The President of the TAC may appoint non-voting members to the TAC. These non-voting members may assist in any of the programs, projects, or initiatives the TAC wishes to run. The voting members of the TAC are only the TAC President and the three Judaic Representatives. The TAC President shall have a tie breaking vote.
- (7)

Article VI: Committees

Part 1: Purpose and Membership

Section 1: Committees

- (1) The TAC which is fully addressed in Article V of these bylaws.
- (2) The Finance Committee shall be the oversight board for all BCSG funds.
- (3) The Academic Affairs Committee (AAC) shall be the conduit of communication between the Student Body and the Academic Offices of Yeshiva University.
- (4) The Administrative Services Committee (ASC) shall be the conduit of communication between the Student Body and the Administrative Offices of Yeshiva University.
- (5) The Student Support Services Committee (SSSC) shall be the conduit of communication between the Student Body and the Student Support Offices of Yeshiva University.
- (6) The Communications Committee shall facilitate the dissemination of information to the Student Body from both the BCSG and from Yeshiva University.
- (7) The Programming Committee shall be responsible for planning and implementing the major events and activities of the Student Body.
- (8) The Student Organizations Committee (SOC) shall be responsible for the education and administration of Student Organizations and their leaders.

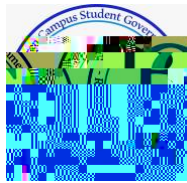
Part 2: Finance Committee

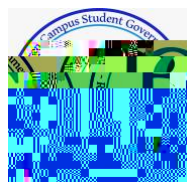
Section 1: Membership

- (9) The Finance Committee shall be composed of three officers; the Chief Financial Officer (CFO), the Deputy Chief Financial Officer (DCFO, Deputy CFO), and the Chief Auditor (CA). When forming the fiscal year budget recommendation to be voted on by the Legislature, the Vice President of Programming, the President, and the TAC President should all be consulted and treated as non-voting members of the Finance Committee. The Finance Committee shall be advised by the Dean of Students or their designee.

Section 2: Responsibilities

- (10) The Finance Committee shall present to the Speaker a proposed fiscal year budget for the Legislature's approval. This budget shall include certain mandatory minimums for certain officers and bodies.
- (11) The CFO shall be responsible for keeping track of the spending and finances of the BCSG as a whole. The Deputy CFO shall be responsible for assisting the CFO in their role, stepping in as acting-CFO when necessary. They shall also be responsible for collecting the expenditure reports from the various officers of the BCSG. The Chief Auditor shall be responsible for collecting all receipts related to reimbursements made by BCSG funds and shall be responsible for ensuring that BCSG funds are being used for appropriate purposes.





deans. The Vice President of Academic Affairs shall be responsible for ensuring that the Academic Representatives of the AAC are meeting with their respective deans on at least a monthly basis.

- (33) The Vice President of Academic Affairs may appoint special committees as they see fit. These committees may be formed to investigate matters of interest to the student body. To collect research on student sentiments or to focus on other issues as the Vice President of Academic Affairs and the AAC see fit.
- (34) The AAC shall produce a monthly report within five academic days of the end of each month with updates of the various projects and programs they have been working on. If this report is not filed then the President shall notify the Vice President of Academic Affairs in writing that it is due. If five academic days after receiving written notice the report is still not turned in, the Vice President of Academic Affairs or the guilty officers shall be removed from office and special appointment procedures shall be followed. Monthly reports are only expected for months during which the Fall or Spring semester are in session.
- (35) The Vice President of Academic Affairs shall give to the Finance Committee within five academic days of the end of each month a budget report of all expenditures from that month. If no expenditures exist, a budget report shall be made reporting that zero expenditures were made. The discretionary budget of the AAC is to be used for the meeting and basic needs of the AAC. If the AAC wishes to run a program or initiative in conjunction with the University as a trial run, they shall be required to file a program and budget proposal to the legislature for approval.
- (36) The AAC shall meet at least once before the end of the Spring Semester within which they were elected. At this meeting they shall establish;
 - (A) A proposed meeting schedule with the departments they are to liaise with.
 - (B) A proposed meeting schedule for the Academic Year for the AAC. The AAC shall meet at least once a month to review progress and consult with each other on their ideas.
 - (C) Create a survey to be sent out with the Academic Offices of Yeshiva University to gauge student knowledge and attitudes about facilities and what the overall sentiments among the students are.

Part 4: Student Support Services Committee

Section 1: Membership

- (37) The SSSC membership shall be composed of the Director of Student Support Services as

Section 2: Duties and Procedures

- (38) The SSSC shall oversee communication between the student body and the following support services:
- (A) Learning Success Center,
 - (B) Career Center,
 - (C) Office of Health and Wellness,
 - (D) Athletics,
 - (E) Library services,
 - (F) Counseling Center,
 - (G) Writing Center,
 - (H) Office of International Services/International Student Advising,
 - (I) Student Success,
 - (J) and other departments the President sees fit.
- (39) The SSSC shall endeavor to sign an MOU with their respective departments outlining their mutual commitment to communication in good faith and regular meetings in pursuit of a good working relationship.
- (40) The Director of the SSSC shall appoint at least two members of the SSSC to liaise with each of the specific departments listed under the SSSC. The First Year Representatives shall liaise with the resources specific to first year students. The International Representative shall liaise with the International Student departments. Each of these sets of liaisons shall meet with their respective departments at least once a month in person. The purpose of these meetings shall be to facilitate communication between the student body and the departments. The liaisons shall facilitate the dissemination of information from their relevant departments. The liaisons shall be responsible for gathering information and student sentiments related to their relevant departments for discussion with those departments.
- (41) The Director of the SSSC may establish subcommittees as needed to carry out specific tasks or projects. The Director shall appoint subcommittee members, and provide guidance and oversight to ensure that the subcommittees are working towards the overall goals of the committee.
- (42) The Director of Student Support Services shall ensure that the SSSC members are meeting with their respective departments on a regular basis. The Director of Student Support Services may appoint special committees as they see fit. These committees may be formed to investigate matters of interest to the student body, to collect research on student sentiments, or to focus on other issues as the Director of Student Support Services and the SSSC see fit. The SSSC shall release a monthly report on the projects they have been working on for that month and the status of support services. The Director of Student

Support Services shall be responsible for both releasing their own reports and ensuring that the various committee members release reports as well.

- (43) The SSSC shall produce a monthly report within five academic days of the end of each month with updates of the various projects and programs they have been working on. If this report is not filed, then the President shall notify the Director of Student Support Services in writing that it is due. If five academic days after receiving written notice the report is still not turned in, the Director of Student Support Services or the guilty officers shall be removed from office and special appointment procedures shall be followed. Monthly reports are only expected for months during which the Fall or Spring semester are in session.
- (44) The Director of Student Support Services shall give to the Finance Committee within five academic days of the end of each month, a budget report of all expenditures from that month. If no expenditures exist, a budget report shall be made reporting that zero expenditures were made. The discretionary budget of the SSSC is to be used for the meeting and basic needs of the SSSC. If the SSSC wishes to run a program or initiative in conjunction with the University as a trial run they shall be required to file a program and budget proposal to the legislature for approval. The representative members of the SSSC shall be able to use their discretionary budgets to run programming for the students they represent as they see fit. They shall report these expenditures to the Director of Student Support Services as part of the SSSC expenditure report.
- (45) The SSSC shall meet at least once before the end of the Spring Semester within which they were appointed. At this meeting they shall establish;
 - (A) A proposed meeting schedule with the departments they are to liaise with.
 - (B) A proposed meeting schedule for the Academic Year for the SSSC. The SSSC shall meet at least once a month to review progress and consult with each other on their ideas.
 - (C) Create a survey to be sent out with the Student Support Services Offices of Yeshiva University to gauge student knowledge and attitudes about facilities and what the overall sentiments among the students are.

Part 5: Administrative Services Committee (ASC)

Section 1: Membership

- (46) The ASC shall be composed of the Director of Administrative Services, elected representatives, and appointed members. There shall be enough members of the Administrative Services Committee to effectively liaise with all of the departments under the Office of Administrative Services.

Section 2: Duties and Procedures

- (47) The Administrative Services Committee (ASC) shall be responsible for communication between the student body and the Administrative bodies of Yeshiva University. The Administrative Services departments of Yeshiva University shall be recognized as the following;
- (A) Office of Administrative Services,
 - (B) Facilities & Housekeeping,
 - (C) Information Technology Services,
 - (D) Security,
 - (E) Dining Services,
 - (F) Productions and Mailroom,
 - (G) and other departments deemed by the President to fall within the category of Administrative Services.
- (48) The ASC shall endeavor to sign an MOU with their respective departments outlining their mutual commitment to communication in good faith and regular meetings in pursuit of a good working relationship.
- (49) The Director of Administrative Services shall liaise with the Yeshiva University Vice President of Administrative Services and any other department they feel necessary to liaise with. The Director of Administrative Services may appoint a representative to attend meetings or liaise with departments in their place.
- (50) The Director of Administrative Services shall appoint at least two members of the ASC to liaise with each of the specific departments listed under the ASC. Each of these sets of liaisons shall meet with their respective departments at least once a month in person. The purpose of these meetings shall be to facilitate communication between the student body and the departments. The liaisons shall facilitate the dissemination of information from their relevant departments. The liaisons shall be responsible for gathering information and student sentiments related to their relevant departments for discussion with those departments. Ideally, there shall also be at least two all-hands meetings with the ASC departments, the ASC, and the Dean of Students or their designee to discuss cross-departmental issues and information in each semester.
- (51) The Director of Administrative Services shall endeavor to meet with the Yeshiva University Vice President of Administrative Services at least once a semester in person, or if necessary over zoom, to facilitate communication between the student body and the administration. These meetings shall be facilitated by the Dean of Students. These meetings shall be in parallel with the Wilf counterpart.
- (52) The Director of the Administrative Services Committee may establish subcommittees as needed to carry out specific tasks or projects. The Director shall appoint subcommittee

members, and provide guidance and oversight to ensure that the subcommittees are working towards the overall goals of the committee.

- (53) The ASC shall produce a monthly report within five academic days of the end of each month with updates of the various projects and programs they have been working on. If this report is not filed, then the President shall notify the Director of Administrative Services in writing that it is due. If five academic days after receiving written notice the report is still not turned in, the Director of Administrative Services or the guilty officers shall be removed from office and special appointment procedures shall be followed. Monthly reports are only expected for months during which the Fall or Spring semester are in session.
- (54) The Director of Administrative Services shall give to the Finance Committee within five academic days of the end of each month a budget report of all expenditures from that month. If no expenditures exist a budget report shall be made reporting that zero expenditures were made. The discretionary budget of the ASC is to be used for the meeting and basic needs of the ASC. If the ASC wishes to run a program or initiative in conjunction with the University as a trial run they shall be required to file a program and budget proposal to the legislature for approval.
- (55) The ASC shall meet at least once before the end of the Spring Semester within which they were appointed. At this meeting they shall establish;
 - (A) A proposed meeting schedule with the departments they are to liaise with.
 - (B) A proposed meeting schedule for the Academic Year for the ASC. The ASC shall meet at least once a month to review progress and consult with each other on their ideas.
 - (C) Create a survey to be sent out with the Administrative Services Offices of Yeshiva University to gauge student knowledge and attitudes about facilities and what the overall sentiments among the students are.

Part 6: Communications Committee (CC)

Section 1: Membership

- (56) The Communications Committee shall be run by the Director of Communications and shall work with the Wilf Campus Corollary for accomplishing its purposes. The recognized positions on the communications committee shall be; Graphic Design and Flier Hanging, Website Manager, and Social Media manager. The Director of Communications may create positions for the communications department as they see fit.

Section 2: Duties and Procedures

- (57) The Communications Committee shall oversee all public relations and publicity of all the activities of the BCSG. In addition to this, they may - by agreement with University departments - assist them in publicizing their events and policies on a reasonable basis.
- (58) The Director of Communications shall receive guidance from OSL on best practices for communications and other general guidance. They shall work with OSL on coordinating social media and publicity when possible for maximum efficacy. The Director of Communications shall generally oversee the work of the Website Manager, the Graphic Designer, and the Social Media Manager.
- (59) The Director of Communications shall collect all the monthly reports from all parts of the BCSG and oversee their publication to the Student Body in a comprehensive report.
- (60) The Communications Committee may create and maintain the website for Student Government at Yeshiva University together with the Wilf Campus.
- (61) The Website Manager shall maintain web pages that contain updated information on all elements of the BCSG function. The Website Manager shall promptly publish all BCSG public memos, reports, and legislation once they are cleared for publication.
- (62) The Graphic Designer shall create and maintain all official BCSG graphics and logos. The Graphic Designer shall create flyers for all BCSG events and announcements that request flyers. The Graphic Designer shall ensure that all flyers are posted around campus promptly and are taken down after they are no longer relevant.
- (63) The Social Media Manager shall be appointed by the Director of Communications. The Social Media Manager shall create and maintain social media accounts for the BCSG on all major social media platforms. The BCSG social media accounts shall be used to promote the image of the BCSG and publicize BCSG events. The Social Media Manager shall create and maintain WhatsApp announcement groups and Campus Groups (or something comparable should another group text messaging app become more popular among the student body) to announce events and promote newly published material on the BCSG website.

Part 8: Programming Committee

Section 1: Membership

- (77) The Programming Committee shall be composed of the Vice President of Programming, the SCW Representatives or their designees, and the Syms Representatives or their designees, for a total of five voting full-time members of the committee.
- (78) The Vice President of Programming shall be the Chair of the Programming Committee.

Section 2: Duties and Procedures

- (79) The Programming subcommittees shall be responsible for planning the programming that is under their specific purview. The Standing Subcommittees of the Programming Committee are; The Syms Events Committee, The Stern Events Committee, and the Senior Committee.
- (80) The Syms Events Committee shall be composed of the Syms Representatives and shall have sole discretion over the Syms Events Budget. The Syms Events Budget shall be used for projects specifically related to Syms such as the Syms Awards dinner which is partially funded by the Student Government in conjunction with the Syms Deans and other Syms related initiatives and events. The Vice President of Programming should try to attend the meetings of the Syms Events Committee as a non-voting member to share their perspective as well. The Vice President of Programming shall be responsible for collecting the line-item budgets from the Syms Events Committee to give to the Finance Committee. If the Syms Events Committee does not turn in line-item budgets for their events this shall be grounds for impeachment. In addition to the line-item budgets the Syms Events Committee shall be responsible for turning in the monthly expenditure reports as specified by the Finance Committee bylaws.
- (81) The Stern Events Committee shall be composed of the Stern Representatives and shall have sole discretion over the Stern Events Budget. The Stern Events Budget shall be used for projects specifically related to Stern such as the Stern Awards dinner which is partially funded by the Student Government in conjunction with the Stern Deans and other Stern related initiatives and events. The Vice President of Programming should try to attend the meetings of the Stern Events Committee as a non-voting member to share their perspective as well. The Vice President of Programming shall be responsible for collecting the line-item budgets from the Stern Events Committee to give to the Finance Committee. If the Stern Events Committee does not turn in line-item budgets for their events this shall be grounds for impeachment. In addition to the line-item budgets the Stern Events Committee shall be responsible for turning in the monthly expenditure reports as specified by the Finance Committee bylaws.
- (82) The Senior Committee shall be chaired by a graduating member of the Beren Campus Student Government and shall work together with a Wilf Campus corollary to plan a Senior

- (7) A publication shall be any group that facilitates the distribution of media created by students or faculty. Media shall refer to written word, audio, or video creations. A publication shall have a faculty member or a member of the OSL staff as its advisor.

Section 3: Requirements for all Organizations

- (8) All Student Organizations must have a mission statement describing their organization's stated purpose. All events and activities of each student organization shall be in accordance with the mission stated in its charter. All Student Organizations must maintain internal records of all expenditures.
- (9) All promotional materials of Student Organizations shall include the most updated logo of the BCSG, the OSL, and any other university departments that aided in the production of the programing.
- (10) All undergraduate students on the Beren Campus, shall have the right to be members of any student organization and attend any events run by student organizations.
- (11) Training on University Operations, Budgeting, Marketing, and how to form an organization shall be required before an organization can be formed as specified.

Part 2: Clubs

Section 1: Requirement for Internal Management

- (12) All clubs must have a membership of at least 15 students who demonstrate an interest in the mission of the student organization as defined in its charter. This will be demonstrated in the club application for charter via student signatures that explicitly testify to their commitment to the mission of the club.
- (13) All clubs must maintain a board consisting of at least the following officers; President, Vice President, Treasurer, and two more board members with roles defined in the club's charter application. Both the President and the Vice President must complete all Club Head Training requirements before the Club Application shall be submitted. The Treasurer must complete the training relating to budget management.
- (14) All clubs shall perform at least one measurable activity that fulfills the aims of its charter each semester.

Part 3: Societies

Section 1: Requirements for Internal Management

- (15) All societies must have a membership of at least seven students who demonstrate an interest in the mission of the student organization as defined in its charter. This will be demonstrated in the society application for charter via student signatures that explicitly testify to their commitment to the mission of the society.

- (16) All societies must maintain a board consisting of at least the following officers; President, Vice President, and Treasurer. Both the President and the Vice President must complete all Training requirements before the society application for charter may be submitted. The Treasurer must complete the training relating to budget management.
- (17) All societies shall perform at least one measurable activity that fulfills the aims of its charter each semester planned together with their faculty advisor and OSL.

Part 4: Publications

Section 1: Requirements for Internal Management

- (18) All publications must maintain an editorial board consisting of at least the following officers; Editor-in-Chief, Managing Editor, and Treasurer. The Treasurer must complete the training relating to budget management.
- (19) All publications shall publish at least two media that further the mission of the publication.

- (E) Humanity's purpose is to transform our world for the better and move history forward (Tzion).
 - (F) Our values and purpose are all directed in service of a Higher Calling (Hakol Lichvodo), and in particular, Hashem, through His Torah.
- (2) In line with the Univer

