

Ripon College Student Senate

Agenda for Wednesday December 9th, 2015

- I. Call to Order
- II. Approval of Old Minutes
- III. Committee Reports
 - a. Secretary Valdez
 - b. Treasurer Grinde
 - c. Vice President Hince
 - d. President Brixius
 - e. Dean Ogle
 - f. What's Up With Your Group
 - g. One Fund Talk Back
 - h. Student Activities Report
 - i. Miscellaneous Committees
- IV. Old Business
 - a. Fencing Club Constitutional Revisions
 - b. YAF Intent To Organize
- V. New Business
 - a. SMAC Constitutional Revisions
 - b. QSA One Fund Request
 - c. Ripon College Feminists Letter To Administration
 - d. College Republicans One Fund
- II. Announcements
- III. Open Forum
- IV. Adjournment

Ripon College Student Senate

Minutes for Wednesday December 2nd, 2015

I. Call to Order

- 6:30pm

II. Approval of Old Minutes

- None

III. Committee Reports

a. Secretary Valdez

- Please speak up tonight so the microphone will hear you because it looks like we will have a lot of speakers

b. Treasurer Grinde

- \$47,015.32
- The Senate page now has an excel file that has all of the budget history on it.
- At next semesters CSO meeting they will show you how to look up the individual account numbers for their groups.

c. Vice President Hince

- List of groups that need to update their constution or put one on file :
 - o Amnesty International
 - o BSU
 - o CDC
 - o Circle K
 - o Crimson
 - o Ripon College Democrats
 - o EGOR
 - o Equestrian Western
 - o Ripon College Feminists Club
 - o Fencing Club
 - o IR Club
 - o La Unida
 - o League of Legends
 - o Martial Arts Club
 - o Mens Lacrosse
 - o Miss Ripon
 - o ROC
 - o QSA
 - o Ripon College Republicans
 - o SMAC
 - o Soceity of Physics Students
 - o SEA
 - o SUBMP
 - o Animal Welfare
 - o Frsibee

- o WRPN
- o YAL

d. President Brixius

- Reminder that people off the floor can only talk when they are given the option before discussion is brought to the floor. Once conversation is on the floor, those off of the floor may only speak when asked a question or yielded time. Please no side conversations.
- Please go to the Higher Learning Commission next Tuesday at 11 :15am in order for accreditation committee to hear what you have to say
- Parallax is on Old Business not New Business.

e. Dean Ogle

- None

f. What's Up With Your Group

- SMAC:
 - o Constitutional revisions will be on next weeks meeting.
 - o Great turnout for a open mic event, a screening of Straight Out of Compton, a band concert, and a fan bus to the Saint Norbert's Game.
 - o Next semester will be looking good.
- CDC:
 - o Had a fashion show with 22 people representing countries from around the world.
 - o Helped rased money for the Syrian refugees a couple weeks ago with a brat fry.
 - o Every month we have a presentation about a certain culture.
- YAL
 - o Was a part of the CPP panel "where do we stand?"
 - o Had an event to discuss the libertarian platform.
 - o Having an event in the future to present the national debt.
 - o Elections were held
- Sociology Club:
 - o The Food Drive went really well, reached goal
 - o The panel and the documentary had large attendance rates and many community members came.
- Blaster Club:
 - o Airsoft equipment is in.
 - o Two nerf fights in Johnson.
 - o Airsoft guns fights in the spring, possibly against Stevens Point.

- Laser Tag trip to Milwaukee next semester along with a paintball trip.
- EGOR:
 - A lot of first year turnout
 - A lot of cleaning on campus
 - Next semester working with Bio department to install an aquaponics tank
 - Possibly becoming Tree Campus USA accredited.
- Duck's Unlimited:
 - Meetings every Thursdays at 7Pm in JML
 - Auction coming up to promote preservation.
- English Equestrian Season:
 - New Coach
 - A lot of riders doing really well.
 - A rider from last year who went to nationals is our assistant coach this year.
- Parallax:
 - Open mic event that went really well and will happen more often.
 - Constitutional revisions.
 - One editorial meeting and starting to work on editing.
- CCF:
 - Every week discussion on a societal topic and how it relates to God.
 - Had a fall retreat a couple weeks back.
 - Lunch night bible studies.
 - "Thank you Ripon College" event.
 - Christmas party next week, everyone is invited.
- g. One Fund Talk Back
 - Blaster Club:
 - Airsoft equipment is in.
- h. Student Activities Report
 - All organization forms are in.
 - Applications to work in the Student Activities Office are due by this Friday, Dec 4 and were sent out through campus email
 - The deadline for Winter Break transportation (Dec & Jan) is Monday, Dec 7
 - Twas the Night Before Finals is Thursday, Dec 10 from 6-8pm in Great Hall - holiday snacks and crafts, a reading of Twas the Night

Before Christmas, and the 11th annual Ugliest Holiday Sweater competition

- Intramural Sports is hosting a 5v5 Dodgeball tournament on Dec 12th - check out imleagues.com/ripon for more information
- The Student Activities Office will be open from 8am on Dec 14 through 7pm on Dec 16 as a study area for finals - coffee, hot chocolate, snacks, and stress-free fun will be available
- Zumba will be offered at 5pm on Tuesday, Dec 15 - take a break from studying and work off some of the stress!
- Late Night Breakfast will be Wed, Dec 16 at 10pm in the Commons Dining Hall

i. Miscellaneous Committees

- None

IV. Old Business

a. Parallax One Fund Request

- Went with the quote for 150 copies, 100 pages, and perfect binding.
- Did all these changes to get the best we can get without compromising the quality of the journal.
- The 150 copies are so that every contributor gets 2 copies, everyone in Parallax gets a copy and then what is left over is for students and faculty.
- A literature journal can lead to a job after college and this journal is very important opportunity to have on campus for the student.
- The submissions are voted on, not everyone who submits will get into the journal, and the 100 pages will be filled.
- There will be an online version and hard copy version
- Passed in the eyes of the speaker

V. New Business

a. Fencing Club Constitutional Revisions

- The constitution was outdated and didn't apply to our group so we just re did it and updated it.
- It looks good.
- Passed in the eyes of the speaker

b. YAL Intent to Organize

- Done this before and doing it again.
- Petition with 86 signatures of people who don't support YAF or what YAF stands for but they support YAFs right to organize on campus.
- YAF will get a lot of funding from the national organization to bring in speakers.

- No reason not to approve them as a group.
 - YAF will not take money away from the Ripon College Republicans, they would receive their funding and we would receive our own funding.
 - YAF would act like a political group on campus, such as the Ripon College Republicans, Ripon College Democrats, to give another view point.
 - There is legitimate interest on campus to form this on campus.
 - In the constitution “good standing’ means that they show up to meetings, are not in trouble with the rules on campus, it is vague on purpose.
 - Roberts’s rules of order could be adopted as voting procedure.
 - There won’t be a One Fund Request more than \$2,000 this year.
 - YAF won’t ask for more than the Ripon College Republicans or Ripon College Democrats in for a budget.
 - The national organizations contributions to speakers will depend on each speaker and how much they actually relate to YAF, no two speakers are exactly alike, it’s a case by case basis.
 - There will be an attempt to get one or two speakers next semester.
 - Everyone should allowed to have their voice heard on campus. YAF should not be made a martyr with 80 plus signatures there should be no reason to not allow them to be passed.
 - The senators should be held accountable and the motion is passed to make the vote by roll call.
 - Passed 13-3-3
- c. English Equestrian Budget Reallocation
- The money initially allocated for the Western team be reallocated to the English team with not enough funding the Western team they were unable to compete so now they now compete with the English team. With this there are riders at every level and they are doing really well.
 - Not enough funding due to unseen expenses.
 - Passed in the eyes of the speaker.

II. Announcements

- None

III. Open Forum

- There have been more concerns that Senators are not doing their job, not sending their constituents minutes, from now on you must cc studentsenate@ripon.edu when you email your constituents so that the exec board is informed.

- Vote how your constituents want you to vote, you can only vote against their decisions based off the discussion had in Senate.
- Suggested that Senators have meetings with their constituents, but that will be up to the individual senators to decide.
- Senate can try to fix problems brought up in the pamphlet by meeting with constituents and also have constituents come in to Open Forum to come talk to Senate, or write a formal letter to Senate.
- There is the possibility to suspend the rules during to audible the operating rules.

IV. Adjournment

- 7:40PM

Ripon College
Ripon Live!
Constitution

Last Amended November 2013

Article I: NAME

The name of this organization will be Ripon Live! of Ripon College and will be referred to hereafter as Ripon Live.

Article II: PURPOSE AND RESPONSIBILITIES

Section 1: Purpose

A) To promote a variety of all-campus co-curricular activities to stimulate social, cultural, recreational, and educational development by organizing and sponsoring activities.

B) To provide opportunities for students to develop leadership, professional, communication, programming and other related skills.

C) To support other organizations through co-sponsorship, and sharing of equipment and resources.

Section 2: Responsibilities

The responsibilities of Ripon Live will be to program, organize, coordinate and budget activities based on students' interests and to educate and entertain the campus.

Article III: AUTHORITY

Section 1: Authority

A) Ripon Live will have the authority given to it by Article II section A (B) of the Ripon College Student Senate Constitution.

Article IV: MEMBERSHIP ELIGIBILITY AND SELECTION

Section 1: Eligibility

A) President

1. Good academic standing (a cumulative GPA of ~~2.0~~ 2.5) or higher to be verified by the registrar)

2. Fulfilled requirements set forth by *Ripon Live* Bylaws

3. ~~One~~ Two semester of experience as a member of *Ripon Live*

4. Must study at Ripon College during the entire term of office or make arrangements with the out-going President to serve as interim president.

5. Been elected by a majority vote of the *Ripon Live* voting body and approved by a 2/3 majority vote of the Student Senate

B) Vice President

1. Good academic standing (a cumulative GPA of 2.0 (2.25) or higher to be verified by the registrar)

2. Fulfilled requirements set forth by *Ripon Live* Bylaws

3. One semester of experience as a member of *Ripon Live*

4. Must study at Ripon College during the entire term of office or make arrangements with the out-going Vice President to serve as interim vice president.

5. Been selected as a member of SMAC and approved by a 2/3 vote of the Student Senate for two consecutive weeks to. Been elected by a majority vote of the *Ripon Live* voting body and approved by a 2/3 majority vote of the Student Senate

C) Treasurer and Secretary

1. Good academic standing (a cumulative GPA of 2.0 (2.25) or higher to be verified by the registrar)

2. Fulfilled requirements set forth by *Ripon Live* Bylaws

3. Been selected as a member of SMAC and approved by a 2/3 vote of the Student Senate for two consecutive weeks to. Been elected by a majority vote of the *Ripon Live* voting body and approved by a 2/3 majority vote of the Student Senate

D) Members

1. Good academic standing (a cumulative GPA of 2.0 or higher to be verified by the registrar)

2. Fulfilled requirements set forth by *Ripon Live* Bylaws

3. Been selected as a member of *Ripon Live* by the executive board

Section 2: Notification of Committee Vacancies and Interviewing Procedures

Current members may apply for re-appointment by completing the required application form. The outgoing *Ripon Live* president, incoming *Ripon Live* president, outgoing treasurer, outgoing secretary and Advisor will interview review all applicants during the spring recruitment period, unless a conflict of interest exists. The interviewing committee (Executive Board) review board can exercise the option to create co-chairpersons as necessary. Incoming *Ripon Live* Executive Board must be selected by April 15th of each year.

Section 3: Selection Process

A) Incoming President Executive Board will be selected in the spring of each year by the following manner:

a. At the final *Ripon Live* meeting for the month of February, nominations will be taken from the non-voting and voting members of *Ripon Live*

b. Nominees need not be present at the time of the nomination, but the President must notify the nominees that were not present. These nominees must notify the current President of their acceptance of the nomination prior to the following meeting.

c. At the following meeting in March, the voting members of *Ripon Live* will cast ballots to decide on the next academic year's president Executive Board, needing a ½ majority vote.

d. The Executive Board will be responsible for counting the ballots and announcing the next president Executive Board at the same meeting.

e. If a ½ majority vote is not reached, a runoff election between the top two nominees will occur at this same meeting.

B) Vice President, Secretary, and Treasurer, and chairperson will be selected in the spring of each year by the following manner:

- a. Application and Interview
- b. A 2/3 majority vote by the Student Senate
- C) Incoming Chairpersons will be selected (Reviewed) in the spring of each year by following manner. (the executive board)
 - a. Application and Interview
- D) Student Representatives will be selected in the spring and fall of each year in the following manner
 - a. Application and interview

Section 4: Term of Office

The term of office of each SMAC member will terminate at the installation of the new members in the spring, or at any time by the resignation from membership or inability to meet the standards set forth by SMAC bylaws. All *Ripon Live Executive Board* members will start their term of office on/or before April 15th. Homecoming Chairpersons will begin their terms on/or before February 1st. All outgoing Chairpersons are responsible for any programs planned throughout the current academic year. The outgoing Chairpersons are responsible for training and acting as a resource for any incoming Chairpersons.

Section 5: Known Commitments

During the application and interview process, the incoming SMAC President shall ask applicants to document known commitments and times of commitments of other extra-curricular activities on their application. The incoming SMAC President will also stress to the candidate during the interview process the importance of attending all weekly SMAC meetings as well helping with other committees' events whenever possible.

Section 6: Review/Removal of Chairs, Vice President, Secretary and Treasurer *Ripon Live Members*)

Any *Ripon Live* member may recommend the removal or the review of another member by notifying the Executive Board or the Adviser. Refer to Article VII, section 1.

Article V: COMPOSITION

Section 1: Leadership

The leadership of *Ripon Live* will consist of *Student Representatives, Chairpersons* Student Representatives, the Advisor and the Executive Board.

Section 2: Student Representatives Student Representatives

There will be at least two (2) Student Representatives on SMAC, ideally one being a first year student. *Student Representatives have the freedom to involve themselves in a number of duties based on availability and ability to execute the task effectively and efficiently.*

Section 3: Chairpersons

The Chairperson(s) will include: Coffeehouse, Contemporary Issues, Cinema, Travel, Public Relations, Mini Courses, Homecoming and Springfest. The interview (Review) team identified in Article IV, section 2, will determine the

number of Chairpersons for each committee. Each will be responsible for specific duties outlined in the bylaws.

Section 4: Executive Board

The Executive Board shall include the incoming *Ripon Live* president as well as the Vice President, Treasurer and Secretary as determined by the interview team identified in Article IV, section 2.

Article VI: MEETINGS

Section 1: Date and Time

Ripon Live will meet weekly at a time determined by the executive board when all members will be present. The meetings must be open to the student body and will be published in the Calendar of Events.

Section 2: Emergency Meetings

- A) The *Ripon Live* President will call a special or emergency meeting when necessary.
- B) Notice of these meetings will be posted and/or *Ripon Live* members will be informed by phone, email, or mail.
- C) If a member of *Ripon Live* feels the need for an emergency meeting, he/she must inform the *Ripon Live* President, who will call the emergency meeting if s/he deems appropriate.

Section 3: Attendance

All Student Representatives, Chairpersons, Co-Chairpersons and Executive Board Members are expected to attend all *Ripon Live* meetings. An attendance policy governing the attendance of these members shall be as follows:

1. It is expected if a member of *Ripon Live* is to be absent from a meeting, s/he will first contact the secretary to report the absence and present a reason for the absence via email. If the secretary is unavailable, the *Ripon Live* member will contact the advisor to relay this information.
- ~~2. If both chairs of a committee will be absent from a meeting, a report for their committee must be given to the secretary before said meeting.~~
3. After three total absences, a *Ripon Live* an Executive Board member will come under review for his/her lack of attendance at meetings.
 - A. 'Come under review' is defined as a meeting of the *Ripon Live* member in question with the rest of the members and advisor, current co-chair, if applicable, and Adviser to discuss past and future behaviors in *Ripon Live* and current involvement in constitutionally defined responsibilities; this meeting will not necessarily lead to dismissal from *Ripon Live* .

Section 4: Event Attendance

1. As a member of *Ripon Live*, one is expected to support other Chairpersons' each other's activities and events.
- ~~2. Chairpersons must attend eight (8) *Ripon Live* events per semester.~~
- ~~3. If a chairperson fails to meet this minimal requirement, he/she will have a meeting with the Executive Board, current co-chair, if~~

applicable, and Adviser to discuss past and future behaviors in *Ripon Live* and current involvement in constitutionally defined responsibilities; this meeting will not necessarily lead to dismissal from *Ripon Live*.

4. The attendance record will be taken care of by the secretary, if so desired, but must be kept confidential and must be discussed only with members of the Executive Board.

Section 5: Operation

Ripon Live will follow *Robert's Rules of Order*

ARTICLE VII: REVIEW AND RESIGNATION OF SMAC MEMBERS

Section 1: Review

- A) Reasons for Review
 - a. Failure to perform his/her duties as outlined in the Bylaws and Constitution.
 - b. Attendance and Performance items included in Article VI, Section 3
- B) Review Procedure
 - a. Any individual, who believes a member of *Ripon Live* has not acted in accordance with the above, must bring the issue to the advisor or the Executive Board of *Ripon Live*.
 - b. If a member of the Executive Board is under review, he/she will not be involved with the discussion.
 - c. Each situation will be addressed on a case-by-case basis by consulting all parties involved.

Section 2: Resignation

- A) *Ripon Live* will find a replacement within two weeks of any Chairperson or Executive Board member's resignation
- B) Until a replacement is found, the President or his/her designee is responsible for the duties of the vacancy.

ARTICLE VIII: QUORUM AND VOTING

Section 1: Quorum

- A) Quorum of *Ripon Live* must consist of a 2/3 majority of the membership of *Ripon Live*.
- B) The membership total voting members include the Executive Board, Chairpersons and Student Representatives. general members.

Section 2: Voting

- ~~A) Only Chairpersons and Student Representatives are eligible to vote.~~
- B) The Executive Board will only vote in instances of a tie.
- C) A 2/3 majority vote during meetings is required for action items, including but not limited to: new business, old business, approval of minutes and equipment used.

ARTICLE IX: AMENDMENTS

Section 1: Amendment Proposal

- A) Amendments to this constitution may be proposed by any voting member of *Ripon Live*.

- B) These amendment proposals may be submitted verbally or in writing to the *Ripon Live* President.
- C) The Executive Board and the Advisor will then review the proposal and determine whether it should be submitted to the committee for discussion and voting.

Section 2: Approval

A 2/3 majority vote of *Ripon Live* is necessary for the approval of any proposed amendment.

ARTICLE X: RATIFICATION

This Constitution and Bylaws will be ratified by *Ripon Live* with a 2/3 majority vote by the Committee followed by a 2/3 majority vote of the Student Senate at two consecutive meetings.

ARTICLE XI: STATEMENT OF NON-DISCRIMINATION

This organization, as an extension of the Ripon College community, is committed to the principles of equal rights and equal opportunity and adheres to non-discriminatory policies in all opportunities within the organization without regard to gender, sexual orientation, race, religion, age, national or ethnic origin, or disability.

***Ripon Live* Code of Conduct**

While present at *Ripon Live* events members of *Ripon Live* must conduct themselves in an orderly behavior. *Ripon Live* members must always act in a respectful manner to the guest/performers. Members of *Ripon Live* must hold themselves to the highest possible standard while attending *Ripon Live* events and work towards perpetuating the ideals and overall goals of *Ripon Live*.

Ripon College
Ripon Live!
Bylaws

Last Amended November 2013

I. OFFICERS

A. **The Executive Board**

- i. The officers of *Ripon Live* will be the President, Treasurer, and Secretary. These officers also serve as the Executive Board.
- ii. The Executive Board will have the option to meet prior to the weekly Ripon Live meeting to prepare the agenda, and discuss relevant issues.
- iii. The Executive Board will interview applicants for the incoming SMAC positions and make decisions in accordance with Article IV, sections 2, 3, and 4 of the SMAC Constitution.
- iv. The Executive Board will address any review of a chair person's member's performance.

- v. The Executive Board members are ~~non~~-voting members of *Ripon Live*, except as noted in Article VIII, section 2 of the *Ripon Live Constitution*.
- vi. The Executive Board is responsible for promoting leadership development and morale within *Ripon Live* throughout the year, this includes special recognition.
- vii. The Executive Board will assist in recruitment of new members and new Chairpersons as well as training and orientation for incoming members
- viii. The Executive Board shall aid in the programming of *Ripon Live* events.
- ix. The Executive Board in conjunction with Advisor will arrange for any necessary repairs, replacements, and/or purchases of *Ripon Live* equipment with consultation of trained professional if necessary.
- x. The Executive Board of *Ripon Live* is responsible for overseeing the organizations of trips to the National Association for Campus Activities (NACA) functions, including the Northern Plains Regional Conference.
- xi. All executive positions will be elected by a majority vote of the *Ripon Live* voting body and approved by a 2/3 majority vote of the Student Senate

B. President of *Ripon Live*

- i. The President of *Ripon Live* will be responsible for directing *Ripon Live* and presiding over its meetings.
- ii. The President of *Ripon Live* has the authority to call meetings as needed and to determine the agenda for *Ripon Live* Meetings.
- iii. The incoming President of SMAC will coordinate the application, interview, and selection process of the executive board for the academic year following the current election cycle.
- iv. The President of *Ripon Live* presides over the Executive Board.
- v. The President of *Ripon Live* is responsible for responsibilities outlined in the Student Senate Constitution.
- vi. The President of SMAC is responsible for overseeing the organization of trips to NACA functions, including the Northern Plains Regional Conference.
- vii. The President of *Ripon Live* will assist the committees members as needed and assume committee responsibilities in the event of a vacancy unless otherwise noted.
- viii. The President of *Ripon Live* will attend all meetings of CSO.

C. The Vice President

- i. The Vice President will assist the president with any duties that the President deems necessary.
- ii. The Vice President will preside over official meetings of *Ripon Live* in the absence of the President of *Ripon Live*.
- iii. The Vice President is responsible for promoting leadership development and morale within *Ripon Live* throughout the year, this includes special recognition.
- iv. The Vice President will assist in recruitment of new members and new Chairpersons as well as training and orientation for incoming Chairpersons.

- v. ~~The Vice President is required to have a minimum of three recruitment events per semester, one of which must be held in the first three weeks of the semester.~~
- vi. ~~The Vice President will assist/advise the Student Representatives (Public Relations) with the Student Planner.~~
- vii. ~~The Vice President will oversee Homecoming responsibilities~~

D. **The Treasurer**

- i. The Treasurer will manage the finances for *Ripon Live*.
- ii. The Treasurer will prepare and distribute budgets ~~to all chairpersons.~~
- iii. The Treasurer will requisition all funds necessary for the operation of *Ripon Live*.
- iv. The Treasurer will be responsible for full and accurate accounting of all *Ripon Live* funds.
- v. The Treasurer will prepare a budget proposal to be presented to the Student Senate as outline in Article II of the Ripon College Student Senate Operating Rules.
- vi. The Treasurer will preside over official meetings of *Ripon Live* in the absence of ~~both~~ the President ~~and Vice President~~ of *Ripon Live*.

E. **The Secretary**

- i. The Secretary will compile an agenda for all meetings.
- ii. The Secretary will keep an accurate record of the proceedings of all meetings; distribute information to all *Ripon Live* members.
- iii. ~~The Secretary is in charge of maintaining SMAC office supplies and overseeing the maintenance of the SMAC computers. The Secretary will keep an active roster of all *Ripon Live* members and respected positions and voting rights~~
- iv. The Secretary will be in charge of preparing any motion forms during meeting and filing them appropriately in the *Ripon Live* office.
- v. The Secretary will be responsible taking attendance during regular *Ripon Live* meetings and for keeping the record of the number of *Ripon Live* events attended by each *Ripon Live* member.
- vi. The Secretary will receive all absence notifications.
- vii. The Secretary will maintain an accurate and updated record of attendance at *Ripon Live* events throughout the year ~~and enforce the policy as outlined in the constitution.~~

II. *Ripon Live* LEADERSHIP

The *Ripon Live* Leadership will consist of ~~Chairpersons selected by the Executive Board and Advisor as specified in Article IV, Section 2 of the *Ripon Live* Constitution. All Chairpersons are voting members of *Ripon Live*; outgoing chairpersons are expected to aid in training of new chairpersons and follow through with all planned events. Co-chairs are responsible to make arrangements for set up and take down of *Ripon Live* owned equipment for their events. Each committee is allowed a total of two (2) co-chairs maximum. Student Representatives have the ability to take on a leadership role for specific events.~~

A. ~~Coffeehouse~~ Live Events (Music, Comedy, Poetry, Speakers)

- i. The Coffeehouse Chairperson(s) will contract a minimum of 12 (9) entertainers for performances per year, one of which must be cosponsored with another *Ripon Live* committee and one with another student organization.
- ii. The Coffeehouse Chairperson(s) will make arrangements for all logistics relating to each performance (e.g., performer meals and accommodations, and room reservation).
- iii. The Coffeehouse Chairperson(s) will keep accurate files of all past and potential performers throughout the year.

B. Contemporary Issues

- i. The Contemporary Issues Chairperson(s) will contract a minimum of 6 speakers (5 Events) throughout the year, one of which must be cosponsored with another *Ripon Live* committee and one with another student organization.
- ii. The Contemporary Issues Chairperson(s) will make arrangements for all logistics relating to each speaker (e.g., accommodations and meals for the speaker, sound system, and room reservation).
- iii. The Contemporary Issues Chairperson(s) will keep accurate files of all past and potential speakers throughout the year.

C. Cinema Movies

- i. The Cinema Chairperson(s) will design a film schedule for the year, a minimum of 8 (6) films, consisting of on campus and off campus showings at theaters such as Campus Cinema, one of which must be cosponsored with another *Ripon Live* committee and one with another student organization.
- ii. The Cinema Chairperson(s) will contract films and make arrangements for all logistics (e.g., pick up and return of films).
- iii. The Cinema Chairperson(s) will keep accurate files of all past and potential films throughout the year.

D. Travel

- i. The Travel Chairperson(s) will plan a minimum of 6 events throughout the year (e.g., shopping trip, pro-sporting events, and amusement parks), one of which must be cosponsored with another *Ripon Live* committee and one with another student organization.
- ii. The Travel Chairperson(s) will be responsible for all logistics relating to each trip (e.g., liability waivers, collecting and accounting for all fees, sign-ups, and bus contracts).
- iii. The Travel Chairperson(s) will keep accurate files of all past and potential events throughout the year.

E. Public Relations

- i. The Public Relations Chairperson(s) will coordinate publicity for all *Ripon Live* events (e.g., posters, flyers, table tents, radio announcements).
- ii. The Public Relations Chairperson(s) will make certain that all publicity contains the name and/or logo of *Ripon Live*.
- iii. In the event that there is no one holding this position, all publicity will be handled by the programming chairpersons.

- iv. The Public Relations Chairperson(s) is responsible for hosting off campus vendor sales. SMAC must receive a commission from the sales of each vendor.
- v. The Public Relations Chairperson(s) will be responsible for AT LEAST one non-standard sized publicity campaign and one non-paper publicity campaign, with the assistance of the Vice President.
- vi. The Public Relations Chairperson(s) will assist in collecting student input at least twice a year or as needed through surveys.
- vii. The Public Relations Chairperson(s) are responsible for a historical record of *Ripon Live* events.
- viii. The Public Relations Chairperson(s) will be responsible for the Student Planner with the assistance of the Vice President

F. **Springfest**

- i. The Springfest Chairperson(s) is responsible for Springfest.
- ii. The Springfest Chairperson(s) will be responsible for all logistics relating to each activity (e.g., theme, contracts, equipment, and room reservation).
- iii. The Springfest Chairperson(s) will work closely with other student organizations to plan Springfest activities.
- iv. The Springfest Chairperson(s) will keep accurate files of all past and potential activities and performers throughout the year.

G. **Homecoming**

- i. The Homecoming Chairperson(s) is responsible for planning Homecoming.
- ii. The Homecoming Chairperson(s) will be responsible for all logistics relating to each Homecoming activity (e.g., theme, contracts, equipment, and room reservation).
- iii. The Homecoming Chairperson(s) will work closely with other student organizations to plan Homecoming activities.
- iv. The Homecoming Chairperson(s) will keep accurate files of all past and potential activities for Homecoming.
- v. No member of the Homecoming Committee can be nominated for court during their term.
- vi. No member of Ripon College can be on Homecoming Court more than two years during their enrollment.

H. **Crafting**

- i. The Mini Courses Chairperson(s) is responsible for organizing a minimum of 5 mini courses per year (e.g., CPR certification, bartending, self-defense, cooking, etc.), one of which must be cosponsored with another SMAC committee and one with another student organization.
- ii. The Mini Courses Chairperson(s) will make arrangements for all logistics relating to each event (e.g., accommodations and meals for speaker, sounds system, and room reservation).
- iii. The Mini Courses Chairperson(s) will keep accurate files of all past and potential courses throughout the year.

I. Student Representatives

- i. The Student Representatives will assist the Executive Board, Advisor and each other as needed throughout the year.
- ii. The Student Representatives will attend all Ripon Live meetings and be voting members of Ripon Live.
- iii. ~~The Student Representatives will be appointed to their positions by the method outlined in Article IV, Section 3 of the SMAC Constitution.~~
- iv. The Student Representatives will assist in collecting student input throughout the year, at least twice a year or as needed through surveys or comment cards.
- v. The Student Representatives shall take on leadership roles for specific events based on interest for the event and availability.
- vi. The Student Representatives are responsible for the success of the events that they have agreed to be a part of.
- vii. ~~Student Representatives will be responsible for the Student Planner with the assistance of the Vice President.~~

III. ADVISOR

- i. The Advisor will be the Director of Student Activities and Orientation or another faculty or staff member as designated by the Vice President and Dean of Students.
- i. The Advisor will be an administrative resource without being a member or voting body of *Ripon Live*.
- ii. The Advisor will act as a liaison between College Relations and *Ripon Live* to supply information for press releases and external publicity.
- iii. The Advisor will fulfill all of his/her duties as outlined in the Student Organization Handbook of Ripon College.
- iv. The Advisor will oversee the verification of grades from the office register for all applicable members.

IV. AMENDMENTS

- i. Amendments to these bylaws may be proposed by any voting member of *Ripon Live*.
- ii. Any voting member may propose an amendment verbally or in writing to the *Ripon Live* President. The Executive Board and Advisor must then review the proposal and determine whether it should be submitted to the committee for discussion or a vote.
- iii. A two-thirds majority vote of *Ripon Live* is necessary for the approval of the proposed amendment.

V. RATIFICATION

- i. These Bylaws will be ratified according to the guidelines set in the *Ripon Live* Constitution.
- ii. The Bylaws will be reviewed every two years by a Committee to be designated by the Executive Board.

These Bylaws were revised *November 2015*

Ripon College

Ripon Live! ***Constitution***

Last Amended November 2015

Article I: NAME

The name of this organization will be Ripon Live! of Ripon College and will be referred to hereafter as Ripon Live.

Article II: PURPOSE AND RESPONSIBILITIES

Section 1: Purpose

- A) To promote a variety of all-campus co-curricular activities to stimulate social, cultural, recreational, and educational development by organizing and sponsoring activities.
- B) To provide opportunities for students to develop leadership, professional, communication, programming and other related skills.
- C) To support other organizations through co-sponsorship, and sharing of equipment and resources.

Section 2: Responsibilities

The responsibilities of Ripon Live will be to program, organize, coordinate and budget activities based on students' interests and to educate and entertain the campus.

Article III: AUTHORITY

Section 1: Authority

- A) Ripon Live will have the authority given to it by Article II section A (B) of the Ripon College Student Senate Constitution.

Article IV: MEMBERSHIP ELIGIBILITY AND SELECTION

Section 1: Eligibility

A) President

- 1. Good academic standing (a cumulative GPA of (2.25) or higher to be verified by the registrar)
- 2. Fulfilled requirements set forth by *Ripon Live* Bylaws
- 3. Two semester of experience as a member of *Ripon Live*
- 4. Must study at Ripon College during the entire term of office or make arrangements with the out-going President to serve as interim president.
- 5. Been elected by a majority vote of the *Ripon Live* voting body

B) Treasurer and Secretary

- 1. Good academic standing (a cumulative GPA of (2.25) or higher to be verified by the registrar)
- 2. Fulfilled requirements set forth by *Ripon Live* Bylaws
- 3. Been elected by a majority vote of the *Ripon Live* voting body

C) Members

- 1. Good academic standing (a cumulative GPA of 2.0 or higher to be verified by the registrar)

2. Fulfilled requirements set forth by *Ripon Live* Bylaws
3. Been selected as a member of *Ripon Live* by the executive board

Section 2: The outgoing *Ripon Live* president, incoming *Ripon Live* president, outgoing treasurer, outgoing secretary and Advisor will review all applicants during the spring recruitment period, unless a conflict of interest exists. Incoming *Ripon Live* Executive Board must be selected by April 15th of each year.

Section 3: Selection Process

- A) Incoming Executive Board will be selected in the spring of each year by the following manner:
 - a. At the final *Ripon Live* meeting for the month of February, nominations will be taken from the non-voting and voting members of *Ripon Live*
 - b. Nominees need not be present at the time of the nomination, but the President must notify the nominees that were not present. These nominees must notify the current President of their acceptance of the nomination prior to the following meeting.
 - c. At the following meeting in March, the voting members of *Ripon Live* will cast ballots to decide on the next academic year's Executive Board, needing a ½ majority vote.
 - d. The Outgoing Executive Board will be responsible for counting the ballots and announcing the next Executive Board at the same meeting.
 - e. If a ½ majority vote is not reached, a runoff election between the top two nominees will occur at this same meeting.

Section 4: Term of Office

All *Ripon Live* Executive Board members will start their term of office on/or before April 15th.

Section 5: Review/Removal of *Ripon Live* Members

Any *Ripon Live* member may recommend the removal or the review of another member by notifying the Executive Board or the Adviser. Refer to Article VII, section 1.

Article V: COMPOSITION

Section 1: Leadership

The leadership of *Ripon Live* will consist of Student Representatives, the Advisor and the Executive Board.

Section 2: Student Representatives

Student Representatives have the freedom to involve themselves in a number of positions based on availability and ability to execute the task effectively and efficiently.

Section 3: Executive Board

The Executive Board shall include the incoming *Ripon Live* president as well as the Treasurer and Secretary.

Article VI: MEETINGS

Section 1: Date and Time

Ripon Live will meet weekly at a time determined by the executive board when all members will be present. The meetings must be open to the student body and will be published in the Calendar of Events.

Section 2: Emergency Meetings

- A) The *Ripon Live* President will call a special or emergency meeting when necessary.
- B) Notice of these meetings will be posted and/or *Ripon Live* members will be informed by phone, email, or mail at least 24 hours in advance.
- C) If a member of *Ripon Live* feels the need for an emergency meeting, he/she must inform the *Ripon Live* President, who will call the emergency meeting if s/he deems appropriate.

Section 3: Attendance

All Members are expected to attend all *Ripon Live* meetings. An attendance policy governing the attendance of these members shall be as follows:

- 1. It is expected if a member of *Ripon Live* is to be absent from a meeting, s/he will first contact the secretary to report the absence and present a reason for the absence via email. If the secretary is unavailable, the *Ripon Live* member will contact the advisor to relay this information.
- 2. After three total absences, a *Ripon Live* an Executive Board member will come under review for his/her lack of attendance at meetings.
 - A. ‘Come under review’ is defined as a meeting of the *Ripon Live* member in question with the rest of the members and advisor, to discuss past and future behaviors in *Ripon Live* and current involvement in constitutionally defined responsibilities; this meeting will not necessarily lead to dismissal from *Ripon Live* .

Section 4: Event Attendance

- 1. As a member of *Ripon Live*, one is expected to support each other’s activities and events.
- 2. The attendance record will be taken care of by the secretary, but must be kept confidential and must be discussed only with members of the Executive Board.

Section 5: Operation

Ripon Live will follow *Robert's Rules of Order*

ARTICLE VII: REVIEW AND RESIGNATION OF SMAC MEMBERS

Section 1: Review

- A) Reasons for Review
 - a. Failure to perform his/her duties as outlined in the Bylaws and Constitution.
 - b. Attendance and Performance items included in Article VI, Section 3
- B) Review Procedure
 - a. Any individual, who believes a member of *Ripon Live* has not acted in accordance with the above, must bring the issue to the advisor or the Executive Board of *Ripon Live*.

- b. If a member of the Executive Board is under review, he/she will not be involved with the discussion.
- c. Each situation will be addressed on a case-by-case basis by consulting all parties involved.

Section 2: Resignation

- A) *Ripon Live* will find a replacement within two weeks of any Executive Board member's resignation
- B) Until a replacement is found, the President or his/her designee is responsible for the duties of the vacancy.

ARTICLE VIII: QUORUM AND VOTING

Section 1: Quorum

- A) Quorum of *Ripon Live* must consist of a 2/3 of the membership of *Ripon Live*.
- B) The-voting members including the general members.

Section 2: Voting

- A) The Executive Board will only vote in instances of a tie.
- B) A 2/3 vote during meetings is required for action items, including but not limited to: new business, old business, approval of minutes and equipment used.

ARTICLE IX: AMENDMENTS

Section 1: Amendment Proposal

- A) Amendments to this constitution may be proposed by any voting member of *Ripon Live*.
- B) These amendment proposals may be submitted via writing to the *Ripon Live* President.
- C) The Executive Board and the Advisor will then review the proposal and determine whether it should be submitted to the committee for discussion and voting.

Section 2: Approval

A 2/3 vote of *Ripon Live* is necessary for the approval of any proposed amendment.

ARTICLE X: RATIFICATION

This Constitution and Bylaws will be ratified by *Ripon Live* with a 2/3 vote by the Committee followed by a 2/3 vote of the Student Senate at two consecutive meetings.

ARTICLE XI: STATEMENT OF NON-DISCRIMINATION

This organization, as an extension of the Ripon College community, is committed to the principles of equal rights and equal opportunity and adheres to non-discriminatory policies in all opportunities within the organization without regard to gender, sexual orientation, race, religion, age, national or ethnic origin, or disability.

Ripon Live **Code of Conduct**

While present at *Ripon Live* events members of *Ripon Live* must conduct themselves in an orderly behavior. *Ripon Live* members must always act in a respectful manner to the guest/performers. Members of *Ripon Live* must hold themselves to the highest possible standard

while attending *Ripon Live* events and work towards perpetuating the ideals and overall goals of *Ripon Live*.

This Constitution Revised November 2015

Ripon College
Ripon Live!
Bylaws

Last Amended 2015

I. OFFICERS

A. The Executive Board

- i. The officers of *Ripon Live* will be the President, Treasurer, and Secretary. These officers also serve as the Executive Board.
- ii. The Executive Board has the option to meet prior to the weekly Ripon Live meeting to prepare the agenda, and discuss relevant issues.
- iii. The Executive Board will address any review of a member's performance.
- iv. The Executive Board members are non voting members of *Ripon Live*
- v. The Executive Board is responsible for promoting leadership development and morale within *Ripon Live* throughout the year, this includes special recognition.
- vi. The Executive Board will assist in recruitment of new members and new Chairpersons as well as training and orientation for incoming members
- vii. The Executive Board shall aid in the programming of Ripon Live events.
- viii. The Executive Board in conjunction with Advisor will arrange for any necessary repairs, replacements, and/or purchases of *Ripon Live* equipment with consultation of trained professional if necessary.
- ix. The Executive Board of *Ripon Live* is responsible for overseeing the organizations of trips to the National Association for Campus Activities (NACA) functions, including the Northern Plains Regional Conference.
- x. All executive positions will be elected by a majority vote of the *Ripon Live*.

iii. The President

- a. The President of *Ripon Live* will be responsible for directing *Ripon Live* and presiding over its meetings. The President of *Ripon Live* has the authority to call meetings as needed and to determine the agenda for *Ripon Live* Meetings.
- b. The President of *Ripon Live* presides over the Executive Board.
- c. The President of *Ripon Live* is responsible for responsibilities outlined in the Student Senate Constitution.
- d. The President of *Ripon Live* will assist the members as needed and assume responsibilities in the event of a vacancy unless otherwise noted.
- e. The President of *Ripon Live* will attend all meetings of CSO.

iv. The Treasurer

- a. The Treasurer will manage the finances for *Ripon Live*.
- b. The Treasurer will prepare and distribute budgets

- c. The Treasurer will requisition all funds necessary for the operation of *Ripon Live*.
- d. The Treasurer will be responsible for full and accurate accounting of all *Ripon Live* funds.
- e. The Treasurer will prepare a budget proposal to be presented to the Student Senate as outlined in Article II of the Ripon College Student Senate Operating Rules.
- f. The Treasurer will preside over official meetings of *Ripon Live* in the absence of the President of *Ripon Live*.

v. **The Secretary**

- a. The Secretary will compile an agenda for all meetings.
- b. The Secretary will keep an accurate record of the proceedings of all meetings; distribute information to all *Ripon Live* members.
- c. The Secretary will keep an active roster of all *Ripon Live* members and respected positions
- d. The Secretary will be in charge of preparing any motion forms during meeting and filing them appropriately in the *Ripon Live* office.
- e. The Secretary will be responsible taking attendance during regular *Ripon Live* meetings and for keeping the record of the number of *Ripon Live* events attended by each *Ripon Live* member.
- f. The Secretary will receive all absence notifications.
- g. The Secretary will maintain an accurate and updated record of attendance at *Ripon Live* events throughout the year

B. *Ripon Live* LEADERSHIP

- i. The *Ripon Live* Leadership will consist of the Executive Board and the Advisor. Student Representatives have the ability to take on a leadership role for specific events.

C. Student Representatives

- i. The Student Representatives will assist the Executive Board, Advisor and each other as needed throughout the year.
- ii. The Student Representatives will attend all *Ripon Live* meetings and be voting members of *Ripon Live*.
- iii. The Student Representatives will assist in collecting student input throughout the year.
- iv. The Student Representatives shall take on leadership roles for specific events based on interest for the event and availability.
- v. The Student Representatives are responsible for the success of the events that they have agreed to be a part of.

D. ADVISOR

- i. The Advisor will be the Director of Student Activities and Orientation or another faculty or staff member as designated by the Vice President and Dean of Students.
 - iii. The Advisor will be an administrative resource without being a member or voting body of *Ripon Live*.
 - iv. The Advisor will act as a liaison between College Relations and *Ripon Live* to supply information for press releases and external publicity.
 - v. The Advisor will fulfill all of his/her duties as outlined in the Student Organization Handbook of Ripon College.
 - vi. The Advisor will oversee the verification of grades from the office register for all applicable members.

E. Divisions in Budget

- iii. Films
- iv. Travel
- v. Speakers (Contemporary Issues)
- vi. Coffeehouse
- vii. Crafts (Mini Courses)
- viii. Publicity
- ix. Springfest
- x. General

Despite having divisions in the budget, Ripon Live has eliminated the sub-committees in order to allow fluidity amongst group members. These sub-committees have evolved into Student Representatives.

II. AMENDMENTS

- A.** Amendments to these bylaws may be proposed by any voting member of *Ripon Live*.
- B.** Any voting member may propose an amendment verbally or in writing to the *Ripon Live* President. The Executive Board and Advisor must then review the proposal and determine whether it should be submitted to the committee for discussion or a vote.
- C.** A two-thirds majority vote of *Ripon Live* is necessary for the approval of the proposed amendment.
- D. RATIFICATION**
 - i. These Bylaws will be ratified according to the guidelines set in the *Ripon Live* Constitution.
 - ii. The Bylaws will be reviewed every two years by a Committee to be designated by the Executive Board.

QSA One Fund Request

Dear Student Senate,

My name is Rachel Steiner and I am the President of the Q.S.A. and I am writing to you to propose a one fund for the Q.S.A. for tickets to the Midwest Bisexual Lesbian Gay Transgender Ally College Conference (MBLGTACC, pronounced Mumble Tech) occurring February 19-21, 2016. The Q.S.A. has taken students to this conference for so many years that last semester in budget hearings, the equivalent of 6 students (at \$100 per ticket) were budgeted in since we always take at least the executive board and a few other students, the agreement being that we would one fund for any additional students.

This year, 14 students including the executive board would like to go to MBLGTACC and the tickets are \$70 each until 1/1/2016. Since 6 tickets are budgeted in at \$100 each, we will be able to purchase up to 8 tickets with our own budget, depending on additional fees and possible taxes after purchase, and will only be asking for \$420 in one fund money. The reason we have asked for an extra \$40 is to account for fees that may be charged during purchase or taxes. Any money unused will be returned. The money will be spent only on registration fees because we also have a budget for transportation and lodging designated for MBLGTACC.

Thank you very much for your consideration and please email me if you have any questions.

Rachel Steiner
President of Q.S.A.
steinerr@ripon.edu

MBLGTACC 2016 Official Website:

<http://www.cvent.com/events/midwest-bisexual-lesbian-gay-transgender-ally-college-conference/event-summary-ce291bcbd5fe42ef8854b97735f037a3.aspx>

Ripon College Feminists Letter to Administration

Dear Ripon College Administration,

Approximately two weeks ago the Feminists Club of Ripon College put up abstractly drawn vulva posters in the residence halls to promote an event they hosted. These posters were met with tremendous backlash. Students reported discomfort from the sight of the posters and because of this the posters were taken down. Here lies the problem: the posters were taken down on account of a violation of the posting policy.

The posting policy in the Ripon College Handbook states, "Postings must be in good taste and conform to standards Ripon College sets as an academic institution." The problem with this policy is that it is too vague. There is no clear and unbiased way to interpret what good taste is and because of this ambiguity the Feminist club had to take down their posters.

Another place that the posting policy could be clarified is where the policy applies. Currently the policy only applies to windows in dorms, and yet this policy was used to justify the removal of the Feminists Club's posters. Wording needs to be changed that clear spells out where this policies applies.

We, as the Student Senate, ask the administration to reconsider the wording of the policy. This is not about the whether the posters were vulgar or not. This is about a fair, clear, and concise interpretation of college rules. We appreciate your time and attention and strongly urge you to consider our suggestions.

Sincerely,
The Student Senate

Ripon College Republicans One Fund

Each spring DC hosts the nation's largest gathering of conservatives for the *Conservative Political Action Conference* (CPAC). This year the conference is taking place from March 2nd through March 5th and will likely have a number of the Republican candidates for presidency (Already confirmed are Carly Fiorina, Donald Trump, and Ted Cruz). Being able to attend this conference would provide us with numerous networking and educational opportunities. Therefore we are asking for funding from the Student Senate so that we may attend the conference without placing too much burden on the individuals who wish to go.

Half of registration cost will be covered by the individual. Food expenses additional to that requested will also be individually paid for. We are asking for travel and lodging to be fully covered by the Senate. Because this conference is a highly attended one, the costs of hotels fluctuate daily. The price that we have used for the one fund is one that was found for a hotel near the conference center and is approx. how much it would be for one three person suite (meaning it has a kitchen so that we can save on food costs) or two two bedroom suites, depending on whichever is available.

Lodging: \$1,119.45 (3 nights) + tax + \$13/night for parking = **\$1,400**

Registration (half of \$70 x 10 people) = **\$350**

Food (grocery items): **\$300**

Driving: Two campus vans for 1780 miles + tolls = **\$1,012**

** tolls are \$59.10 one way according to app

One Fund Total: \$3,062

Thank you!

Ripon College Republicans