

**ASSOCIATED STUDENTS OF COLORADO STATE UNIVERSITY
FORTY-FIRST SENATE
XVI SESSION
January 18, 2012**

**BILL #4115
ASCSU Archives Policy**

SPONSORED BY: Harrison Huntoon, Senator, College of Liberal Arts; Rebecca Lytle, Senator, College of Business; Regina Martel, Deputy Chief of Staff; Chase Eckerdt, Director of Governmental Affairs

WRITTEN BY: Eric Berlinberg

ENDORSED BY: The Executive Branch

WHEREAS: The Associated Students of Colorado State University currently has no process by which documents and legislation are archived for historical preservation; and,

WHEREAS: The Associated Students of Colorado State University and Colorado State University can greatly benefit from the historical preservation of legislation and documents; and,

WHEREAS: Colorado State University has an Archives and Special Collections Department within the Libraries that exists to preserve historical documents such as the workings of departments and organizations such as the Associated Students of Colorado State University; and,

WHEREAS: The ASCSU Administrative Assistant is the one position in ASCSU that exists for a period of time longer than one year, allowing for year to year retention of critical historical information.

THEREFORE BE IT HEREBY ENACTED

That Section 214 of Article II of the Constitution of the Associated Students of Colorado State University be created to read as follows:

“Section 214: All legislation passed or tabled, meeting agendas, meeting minutes, and other documents produced by the ASCSU Senate shall be submitted to the Archives and Special Collections Department of the Colorado State University Libraries for historical preservation by and through the ASCSU Administrative Assistant yearly on the first business day following the last meeting of the current Senate.”; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That Section 306 of Article III of the Constitution of the Associated Students of Colorado State University be created to read as follows:

“Section 306: All meeting agendas, meeting minutes, and various documents produced by the ASCSU Executive Branch critical to their operation shall be submitted to the Archives and Special Collections Department of the Colorado State University Libraries for historical preservation by and through the

ASCSU Administrative Assistant yearly on the first business day following the last day of the current Administration as defined in Article III, Section 301.”; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That Section 410 of Article IV of the Constitution of the Associated Students of Colorado State University be created to read as follows:

“Section 410: All meeting agendas, meeting minutes, and various documents produced by the ASCSU Judicial Branch critical to their operation, not defined as classified or private, shall be submitted to the Archives and Special Collections Department of the Colorado State University Libraries for historical preservation by and through the ASCSU Administrative Assistant yearly on the first business day following the last meeting of the current Administration as defined .in Article III, Section 301.”; and,

THEREFORE BE IT HEREBY FURTHER ENACTED

That a copy of this legislation be forwarded to Kim Grubbs, ASCSU Administrative Assistant; Pamela Sampson, Director, SLiCE; Mike Ellis, Assistant Vice President for Student Affairs; Andrew Olson, ASCSU Speaker Pro Tempore; Kellen Wittkop, Chief Justice, ASCSU Supreme Court; Janet Bishop, Archives Coordinator; Amy Meger, Colorado State University Archivist; and The Rocky Mountain Collegian.

PASSAGE

DATE

PRESIDENT ERIC BERLINBERG

DATE