**PURDUE STUDENT GOVERNMENT**

**BYLAWS**

1198 Third Street

West Lafayette, IN 47907

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Author: Zach Stewart

(2019-2020 Senator for the College of Liberal Arts)

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# Article I. General Provisions

## Section I. Use of Purdue Student Government Logos, Symbols, Letterhead

1. No logo or symbol of the Purdue Student Government may be altered or incorporated into a larger symbol without the express written permission of the Student Body President.
2. Use of the Purdue Student Government Seal shall be restricted to those documents that have been ratified by the Student Senate and approved by the Student Body President.
3. Any official, non–electronic correspondence on behalf of Purdue Student Government must be contained within the formally approved letterhead of the Purdue Student Government.

## Section II. Conflicts of Interest

A conflict of interest is defined as a situation where an officer's personal interests interfere, conflict, or adversely affect the interest of the Purdue Student Government.

### Part A. Prohibited Activities

1. No officer shall use Purdue Student Government property or equipment or divulge proprietary information, such as mailing lists, business information, or computer data, in activities conflicting with Purdue Student Government interests. The Purdue Student Supreme Court has sole discretion in determining if a conflict of interest exists according to the above criteria. It retains at will authority to resolve any such conflicts.
2. No Purdue Student Government Officer or Appointee may vote on a request for funds from any student organization that they hold an appointed or elected leadership position in. A violation of this shall constitute malfeasance of office and be grounds for removal from all offices and positions held in the Purdue Student Government.

### Part B. Disclosure

In any transaction where conflict of interest is believed to exist, the material facts of the transaction and the interest or relationship of any officer shall be disclosed to the Court. The Court must approve or ratify the transactions by the affirmative votes of a majority of disinterested officers, even when the amount of disinterested officers equals less than quorum.

## Section III. Property

The Student Body Secretary shall be the final authority and chief officer responsible for governing the use, maintenance, procurement, and disposal of Purdue Student Government facilities and properties.

### Part A. Parliamentary Authority

A current copy of Robert's Rules of Parliamentary Procedure shall be available and maintained in the Purdue Student Government Office.

### Part B. Office Facilities

1. The location of the Purdue Student Government Office shall be assigned by the university. The Purdue Student Government Office shall have a policy of open access during the regular business hours of whichever building houses the office.
2. Open access shall be defined as the use unto such degree as members can meet with, enlist support from, or otherwise conduct business with an officer of Purdue Student Government.

### Part C. Consumables

Any property of Purdue Student Government whose value is diminished through its normal use shall be deemed consumable.

### Part D. Equipment

Any property of Purdue Student Government that is not consumable in nature shall be deemed equipment. Equipment that by nature uses consumables other than electricity shall fall under the policy of consumables.

## Section IV. Usage of Property

1. Consumables and equipment of Purdue Student Government shall be used only by the officers of Purdue Student Government for the furtherance of Purdue Student Government efforts.
2. Use of Purdue Student Government property shall be limited to the officers of Purdue Student Government.
3. No Purdue Student Government property may be used in any manner that violates the laws or regulations of the United States of America, the State of Indiana, or Purdue University.
4. Use of any Purdue Student Government property by an officer for any activity not relating to Student Government shall constitute malfeasance in office and be grounds for firing, or removal from all offices and positions held in the Purdue Student Government. In addition, all property shall not be used for:
   1. Any use for which that piece of equipment is not designed;
   2. Any use that may cause damage to the equipment;
   3. Any use that may cause harm to an individual;
   4. Any use that requires the equipment leaving the property of Purdue University;
   5. Any use that will in any way reduce, beyond normal wear and tear, the ability for Purdue Student Government to use that piece of equipment in the future.

# Article II. Legislative Branch

## Section I. Student Senate Committees

### Part A. Structure and Leadership

1. Attendance to all Student Senate Committee meetings shall be open to any member of the Purdue Student Government, with the business of each Student Senate Committee conducted only by the officers serving as voting members of said committee.
2. Each committee shall elect a Chair with a majority vote of its active membership during the first meeting of said committees’ members. Each Chair shall, in addition to the requirements set by the Constitution of the Purdue Student Government, be required to:
   1. Convene and preside over meetings of the committee;
   2. Set an agenda for each meeting of the committee, and submit said agenda to the Student Body Secretary for permanent retention;
   3. Take attendance and official minutes during committee meetings, or assign another member to do so, and submit said documentation to the Student Body Secretary for permanent retention;
   4. Report the actions of the committee to the Student Body Vice President and President Pro-Tempore on a regular basis.
3. Quorum must be met in order for a Student Senate Committee to conduct business. Quorum shall be defined as a one-half attendance of the active membership of said committee.

### Part B. Function of Standing Committees

1. All Standing Committees shall be required to adhere to the following procedures and guidelines:

a. Standing Committees are required to have their first meeting before the start of the fall semester, coordinated by the President Pro-Tempore.

b. Attendance to all Student Senate Committee meetings shall be open to any member of the Purdue Student Body at the discretion of the chair. However, the business of each Student Senate Committee is to be conducted only by the officers serving as voting members of said committee.

c. Quorum must be met in order for a Student Senate Committee to conduct business. Quorum shall be defined as a one-half attendance of the active membership of a said committee.

d. Outside of the designated function of the standing committees, the committee

shall address any concerns assigned to by the Student Body Vice President or President Pro Tempore at the discretion of the committee members.

2. Specific Standing Committee functions, roles, and obligations are as follows: a. University and Academic Affairs (UAA):

i. Addressing and evaluating academic concerns affecting the Purdue Student Body including but not limited to:

1. Overseeing university policies

2. Promoting healthy faculty-student relationships

ii. Working with existing University faculty and staff to address student-driven issues.

b. Internal affairs (IA):

i. Addressing and evaluating the internal concerns of Purdue Student Government including but not limited to:

1. Investigate PSG officers for removal

2. Keeping contact with all facets of PSG including the Board of

Directors and the Student Supreme Court

ii. Regularly reviewing and updating the governing documents.

c. Campus and Student Resource Affairs (CRSA):

i. Addressing and evaluating everyday issues throughout campus affecting the Purdue Student Body including but not limited to:

1. Promoting health and safety initiatives and other positive resources

on campus

2. Investigating university-wide resource concerns and researching

related problem-solutions

ii. Holding purview over all Ad Hoc committees as described in Article II. Section I. Part D. of the bylaws.

d. Financial Affairs (FA):

i. Working with the Student Body Treasurer, and their Financial Directors, in order to create a budget based on input by the Cabinet and Student Senate, and present it to the Student Senate for approval by the first senate session of the Fall semester.

ii. Authoring and presenting stipend legislation.

iii. Overseeing and administering the PSG Small Grant Program (see Article IX. Section II of the Bylaws).

**Part C. Leadership Structure of Senate Standing Committees**

1. Responsibilities of Standing Committee Chairs

a. Convene and preside over meetings of the committee;

b. Set an agenda for each meeting of the committee, and submit said agenda to the current electronic documentation system (ex. Google Drive);

c. Take attendance and official minutes during committee meetings, or assign another member to do so, and submit said documentation to the current electronic documentation system (ex. Google Drive);

d. Report the actions of the committee to the Student Body Vice President and President Pro-Tempore on a regular basis;

e. Regularly meet with the other committee chairs as well as the President Pro-Tempore and Student Body Vice President.

2. Specific Standing Committee Obligations

a. University and Academic Affairs Committee Chair:

i. Regularly communicate with the University Senate Committees and with the Student Body President;

ii. Act as a liaison for the University Senate.

b. Internal Affairs Committee Chair:

i. Organize office hours of the Student Senate by the first regular meeting of the Fall Semester;

ii. Regularly communicate with the Chief of Staff and Chief Justice to ensure compliance with governing documents.

c. Campus and Student Resource Affairs Committee Chair:

i. Communicate with Ad-Hoc Committee chairs regularly to ensure continued progress;

ii. Give Ad Hoc Updates in absence of Ad Hoc Committee Chair as stated in Article II. Part D. Subsection 4. of the Bylaws.

d. Financial Affairs:

i. Organize the Purdue Student Government Small Grants Program and all related training and business;

ii. Act as an SFAB Board Member and must be present for SFAB meetings or designate a member to serve on their behalf

3. Election of Standing Committee Chairs

a. Committee chairs shall be elected over the summer, before the start of the Fall semester.

b. Each committee shall elect a Chair with a majority vote of its active membership during the first meeting of said committee members.

i. The election shall be overseen by the President Pro-Tempore.

4. Removal of Standing Committee Chairs

a. A committee chair may be removed from his/her position if:

i. The President Pro-Tempore along with one-half of the respective committee calls for removal; or

ii. Two-thirds of the respective committee calls for removal of the chair. The committee chair in question may not be present during discussion or voting of his/her removal.

c. A person who is removed from a chair position may remain on the committee, or be moved to a different committee, at the discretion of the President Pro-Tempore.

**Part D. Ad–Hoc Committees**

1. Ad-Hoc Committees shall be restricted to issues designated upon their creation, or as amended by the convener, and shall report to the Student Senate on a regular basis, or as directed upon their creation.
2. Unless terminated by the convener, or extended by the incoming Student Senate, Student Body Vice President, or Senate President Pro Tempore, all Ad-Hoc Committees shall convene no longer than the first week of the fall semester of the calendar year indicated in the legislation, up to four years beyond the creation of the Ad-Hoc Committee. Ad-Hoc Committees can be dissolved at the discretion of the Student Senate, in accordance to the Constitution of the Purdue Student Government.
3. Ad-Hoc Committee Chairs who are not officers of PSG in any other capacity must attend at least every other Senate meeting as a guest to give a brief update on the status of the committee. Committee Chairs will be given full access to Purdue Student Government communications channels, shall have access to their respective committee’s files, and keep up-to-date committee minutes that are accessible to all PSG officers inside and outside of the committee. The President Pro-Tempore or the Vice President shall grant Committee Chairs access to the necessary aforementioned communication channels.
   1. In instances where an Ad-Hoc committee chair is not assigned through the legislation, the President Pro-Tempore, or another committee chair appointed by the President Pro-Tempore, will be present at the first meeting of the Ad-Hoc committee to aid in electing a committee chair. All persons present at the first Ad Hoc committee meeting are eligible to vote for the committee chair. The newly elected Ad-Hoc committee chair must be approved by the standing committee under which the ad-hoc committee falls purview by a two-thirds majority vote.
4. Ad-Hoc Committee Chairs shall be required to send monthly updates to the Standing Committee Chair of the Standing Committee under which the ad-hoc committee falls purview. Purview will be decided by the President Pro-Tempore within the legislation of the creation of the Ad-Hoc Committee and will be communicated to the Ad Hoc Committee Chair upon their assignment or election. The aforementioned Standing Committee Chair shall be required to summarize the happenings of the Ad-Hoc committee at the senate meetings in the instances that the Ad Hoc Committee Chair does not attend themselves to give the update. If the Ad-Hoc Committee Chair does not give a monthly update, the committee will be up to review for dissolution or the chair may be up for reelection at the discretion of the President Pro Tempore.
5. All other Ad-Hoc committee members who are not involved in PSG in any other capacity may have access to the documents or folders necessary for their committee. These members may have partial access to PSG communication channels. The Ad-Hoc Committee Chairs shall decide what information is necessary and grant Committee members access.

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### Part E. Records of Committees

All Student Senate Standing and Ad-Hoc Committees shall be required to record Committee minutes, to then be reported to the President Pro-Tempore and given to Student Body Secretary for permanent retention. Such minutes shall include:

1. A written report of all major subjects discussed at the meeting;
2. A written report on the attendance of the meeting;
3. The opinion of the Committee on assigned legislation, divided into those that are in favor, opposed, and abstain on the matter.

## Section II. Administrative Positions

Leadership of the Student Senate shall consist of the Student Body Vice President, President Pro-Tempore, and the Standing Committee Chairs.

### Part A. President Pro Tempore

1. In the absence of the Student Body Vice President, the President Pro-Tempore shall perform the duties of the Presiding Officer.
2. The President Pro-Tempore shall organize Caucus meetings before regularly scheduled meetings of the Purdue Student Senate. They shall have full autonomy in setting both the time and location of the meeting. The President Pro-Tempore shall keep a record of which Senators are both present and absent at Caucus, as well as excuse Senators who seek prior approval to be absent at Caucus.
3. The President Pro-Tempore shall, along with Senate Leadership, open applications on the Purdue Student Government website at a time before the first Senate meeting of the academic year for those interested in applying to be a Senate Associate Member.
4. The President Pro-Tempore shall approve all terminations.
5. The President Pro-Tempore shall create a virtual option for attending all Caucus meetings for members not at the West Lafayette campus.

### Part B. Chairs of Committees

1. At the first committee meeting of a given session, or in the event of a vacancy, a Committee Chair shall be elected by a confirmation vote of the active committee membership, as outlined in Article II. Section 1. Part A. of the Bylaws of the Purdue Student Government.
2. The Chairs of the Senate Standing Committees shall schedule and preside over their respective Committee meetings, and act on the findings of said committee.

### Part C. The Parliamentarian

1. The Parliamentarian shall be considered a non-voting member of the Student Senate, who shall ensure all Student Senate meetings are conducted according to Parliamentary procedure and advise the Student Body Vice President and Student Senators in Parliamentary matters.
2. The Parliamentarian shall be appointed by the President Pro-Tempore, in a timely manner, and confirmed by a majority vote of the Student Senate.
3. The Parliamentarian shall be required to attend all meetings of the Student Senate, unless otherwise excused by the President Pro-Tempore.

**Part D. Small Grant Coordinator**

1. Small Grant Coordinator shall be appointed by the Senate Financial Affairs Committee Chair and confirmed with a 3/4th vote by the committee. The appointee would not require Senate confirmation.
2. The Small Grant Coordinator shall report directly to the Senate Financial Affairs Chair.
3. The Small Grant Coordinator shall be responsible for aiding financial affairs in organization, disbursement, and receipt collection for small grant program as defined by the Financial Affairs chair.
4. Small Grant Coordinator shall be responsible for maintaining a steady line of communication by delivering regular reports, at least on a monthly basis, to the Treasurer concerning the small grant program.
5. All actions of the Small Grant Coordinator involving the transfer of funding shall be handled in coordination with the Student Body Treasurer, who will oversee all financial transactions.
6. Any member of the student body is eligible for the Small Grant Coordinator position, including Financial Affairs members and committee chair. Whomever is appointed does not receive a vote in the grant review process.
7. Removal of the Small Grant Coordinator can be called by any member of Purdue Student Government, and will be decided by a ⅔ majority vote of the financial affairs committee.

## Section III. Voting

1. Standard voting entitles each Senator to one vote on each piece of legislation deliberated amongst the Student Senate, with the Student Body Vice President, as President of the Senate, having the opportunity to cast one vote whenever their vote will affect the result. Members of the Student Senate must be present in order to cast to vote.
2. Every Senator, and designated proxy in attendance, shall cast one vote on each piece of legislation deliberated on the floor. Conflicts of interest shall yield votes of abstention. Final vote counts must include all Senators and/or proxies in attendance, as determined by the Student Body Secretary.

## Section IV. Requirements of Members

### Part A. Senators

1. Every Senator shall be present at every meeting of the Committee(s) to which they have been assigned unless the Chair excuses said Senator.
2. Every Senator shall be present at every Student Senate meeting unless, after making a reasonable attempt to be replaced by a proxy, the Senator is excused by the President Pro-Tempore.
3. Missing two or more Student Senate meetings without excusal, missing two committee meetings without proper exemption from standing committee chairs, or missing two or more Caucus gatherings without being excused by the President Pro-Tempore within a given semester shall constitute malfeasance of office and be grounds for removal from all offices and positions held within the Purdue Student Government.
4. Each Senator shall be required to address the whole of their constituency by e-mail or letter at least once per semester, as outlined in the Constitution of the Purdue Student Government. Failure to comply shall be considered grounds for removal from office.
5. Senators are required to hold weekly office hours, set by the President Pro-Tempore.

### Part B. Proxies

1. A member of the Student Senate shall, in the event of their absence, send a proxy to attend a meeting of the Student Senate in their place.
2. A Student Senator shall only be excused by way of proxy from a Student Senate meeting three times per semester before missing a meeting counts toward the allotted unexcused absences allowed prior to malfeasance of office. However, extenuating circumstances experienced by a Senator may be brought to the attention of the President Pro-Tempore, who may then allow further excusals from Senate Meetings.
3. The Senator must send a Proxy Report to the President Pro-Tempore by 7:00 PM EST on the Monday immediately prior to the next Student Senate meeting;
   1. Under extenuating circumstances—including but not limited to illness, proxy conflicts, an inability to find a proxy, career-related opportunities/deadlines, or academic deadlines—the senator should communicate such circumstances with the Student Senate President Pro-Tempore. With adequate communication, the Pro-Tempore shall be flexible with the aforementioned proxy report deadline.
4. The proxy shall be of the Senator's constituency and shall not be an officer of the Purdue Student Government unless they are a Senate Associate Member.

### Part C. Senate Caucus

1. Senators shall be required to attend a caucus meeting before every regularly scheduled Student Senate meeting.
2. If a Senator is excused from a Student Senate meeting and a suitable proxy is not found, then they are also excused from caucus without request to the President Pro-Tempore.
3. When a Senator is excused from a Student Senate meeting by way of proxy, their proxy must attend caucus. If a proxy cannot attend caucus, in turn not being able to fulfill all duties of being a proxy, then it is the responsibility of the Senator to request excusal from caucus by the President Pro-Tempore.
4. The time, in minutes, spent at caucus gatherings shall count towards a Senator’s weekly office hour requirement, as set by the President Pro-Tempore.
5. Should a regularly scheduled excusable conflict with caucus occur, a Senator shall only be required to notify the President Pro-Tempore once.
6. The President Pro-Tempore shall be required to excuse Senators for the following:
   1. Religious observances
   2. Academic conflicts
   3. Employment conflicts
   4. Familial or Health emergencies
7. Other conflicts can be excused at the discretion of the President Pro-Tempore.

## Section V. Records of the Student Senate

### Part A. Minutes

1. The Student Body Secretary shall take and prepare the official minutes of the Student Senate, as outlined in the Constitution of the Purdue Student Government, and shall distribute them in a timely fashion to all officers of the Purdue Student Government.
2. Minutes shall include a complete record of how each individual Senator voted on all acts deliberated by the Student Senate.
3. All minutes and voting records of the Student Senate shall be made public via the Purdue Student Government website. If the website is inactive, the student government shall make the minutes public online in some other fashion.

### Part B. Legislation

All formal, signed legislation of the Purdue Student Government shall be archived and kept in a place easily accessible to students.

## Section VI. Joint Resolutions

Part A. Participation

The purpose of a piece of joint legislation is to work in collaboration to achieve a particular policy proposal. An organization with a functional voting body representing students on campus can participate in joint legislation. This could include but is not limited to organizations such as academic college student councils, Residence Hall Association, and PGSG.

Part B. The Process

1. Any resolution may be referred to a particular organization for action as a joint resolution.
2. Upon passage by the Student Senate, all referred legislation shall be delivered to said organization by the Student Body Vice President or President Pro-Tempore.
3. Should disagreement occur between Purdue Student Government and said organization on referred legislation, the Student Body President, or appointed designees, and appropriate representatives from said organization shall meet to reconcile differences.
4. The Student Body President, or appointed designees, and appropriate representatives from said organization shall propose reconciled language for a vote in Purdue Student Government and said organization. The reconciled legislation is not amendable upon consideration.
5. Upon approval by both organizations, the legislation shall be formatted into the joint resolution template by the originating sponsor and submitted to the respective presidents for signature and action.
6. This same procedure will be followed for legislation referred to PSG by said organization. The Student Senate will be informed of all referred legislation.

## Section VII. The Senate Associate Member (SAM) Program

**Part A. Selection of Senate Associate Members**

Senators shall receive applications from those students who applied within their specific college constituencies~~.~~ Senators shall conduct their own interviews and have complete autonomy in the selecting of their own Senate Associate Members. Newly selected Senate Associate Members shall receive an appointment letter from the Senator for which they were selected to work with and shall be a full member of the Purdue Student Government.

**Part B. Rules Regarding Senate Associate Members**

1. Each Senator in the Purdue Student Government is entitled to a minimum of 1(one) Senate Associate Member with a maximum of 3(three) Senate Associate Members per college; and
2. A Senator may petition the President Pro-Tempore for a different Associate Member if the need arises; and
3. All information between a Senator and their Senate Associate Member shall be considered privileged, unless that information directly pertains to a criminal act.

**Part C. Responsibilities of Senate Associate Members and their Senators**

The duties of a Senate Associate Member to their Senator are: to assist Senators with research for legislation, bill writing, committee work, constituent outreach, to serve as proxy as needed, and any other agreed-upon needs as senators.

The duties of a Senator to their Senate Associate Member are: to keep their SAM updated with their priorities, stay in contact on a regular basis, coordinate weekly meetings at a mutually agreeable time, and to respect their SAM and the work they do for them.

**Part D. Conflicts Among Senators and Senate Associate Members**

Should a Senate Associate Member not be fulfilling their duties to their Senator, that Senator may petition the President Pro-Tempore. The President Pro-Tempore shall look into the allegations made by the Senator, and if they deem it necessary, begin the termination process. Shall create a report with the details of allegations and the finding of all investigations of Senate Associate Members. This termination must ultimately be approved by the President Pro-Tempore. Should a Senator not be fulfilling their duties to their Senate Associate Member, that Senate Associate Member shall speak with the President Pro-Tempore. This conversation shall be conducted in confidence with regards to information, and nothing mentioned in that meeting shall get back to the Senator in question. President Pro-Tempore shall look into the allegations made by the Senate Associate Member. If the allegations against their Senator are true, the President Pro-Tempore shall then speak with the Senator who is not fulfilling their duties to their Senate Associate Member.

# Article III. Executive Branch

## Section I. Cabinet

### Part A. Records of the Cabinet

1. The Student Body Secretary shall take minutes for Cabinet meetings to be distributed to all members of Cabinet.
2. Minutes of the Cabinet shall be considered public record and automatically distributed to all officers of Purdue Student Government.

### Part B. Cabinet Spending

1. Cabinet can spend its discretionary budget however it sees fit up to $2,500 on one single project. In order to exceed the $2,500 limit, Cabinet must seek the approval of the Student Senate. Any money released by the Student Body Treasurer for one single project from the cabinet discretionary budget that exceeds $2,500 will be grounds for removal of office.

### Part C. Composition

1. Student Body President
   1. The Student Body President shall be the Chief Executive Officer, head, and official spokesperson and representative of the Student Body.
   2. The Student Body President shall be a student enrolled either at the West Lafayette or Indianapolis campuses.
   3. The Student Body President shall select a Vice President for their ticket and run in an election with the voting body composed of all undergraduate enrolled students at Purdue West Lafayette and Purdue Indy.
   4. The Student Body President shall have, among others, the following duties and powers:
      1. The power to make internal and external appointments, as required of them;
      2. The power to remove appointed officers, excluding appointed Senators and Justices;
      3. The power to veto any legislation passed by the Student Senate;
      4. The power to enact standing rules of the Cabinet to govern affairs of the Cabinet;
      5. The power to enact standing rules of the Board of Directors to govern affairs of the Board of Directors;
      6. The responsibility of serving as the Undergraduate Student Senator on the University Senate;
      7. The duty to represent the Student Body to the Purdue University Board of Trustees and report the actions currently being considered by the Trustees to PSG;
2. Student Body Vice President
   1. The Student Body Vice President shall be the President of the Student Senate.
   2. The Student Body Vice President must be a student at the Purdue West Lafayette Campus.
   3. The Student Body Vice President runs for office on a joint ticket with the Student Body President.
   4. The Student Body Vice President shall be required to:
      1. Convene and preside over the meetings of the Student Senate;
      2. Together with the President Pro-Tempore, be charged with the administrative business of the Student Senate;
      3. Ensure the selection of the Student Trustee as dictated by the Bylaws;
      4. Ensure the completion of the constitutional duties of senators;
      5. Ensure legislation is delivered to the appropriate bodies and or person(s) after passage.
3. Vice President – Purdue Indy
   1. The Vice President – Purdue Indy shall serve as the Chief Officer of Purdue Student Government’s Indianapolis division.
   2. The Vice President – Purdue Indy may run for office independently of the Student Body President and Student Body Vice President.
      1. An election on Purdue’s Indianapolis Campus will be held, and only students enrolled at the Indianapolis Campus may vote in the Vice President – Purdue Indy election.
      2. Starting with the Spring 2026 Purdue Student Government Election, a joint ticket will exist between the Student Body President, Student Body Vice President, and Vice President – Indy
         1. The three individuals will exist on one single ticket
         2. All undergraduate students both in West Lafayette and Indianapolis are eligible to vote in this election
         3. It is still required that the Student Body Vice President be a West Lafayette student and the Vice President – Indy be an Indianapolis student
   3. The Vice President – Purdue Indy shall be required to:
      1. Serve as liaison between West Lafayette and Indianapolis divisions of Purdue Student Government
      2. Oversee the creation and operation of Indianapolis-based committees
      3. Serve as point of contact to Indianapolis-based university administrators
4. President Pro-Tempore
   1. The President Pro-Tempore shall be the spokesperson for the Student Senate and shall communicate the concerns of the Student Senate to the Cabinet and the rest of PSG.
   2. Upon vacancy of the office of President Pro-Tempore, the President Pro-Tempore shall be a Senator elected at the next regularly scheduled meeting of the current Student Senate by a plurality vote of Senators. The slate for election shall consist of all Senators receiving a nomination and a second.
   3. The President Pro-Tempore shall be required to:
      1. Assist the Student Body Vice President in the administration of the Student Senate;
      2. Gather legislation and set the agenda for the Student Senate meetings;
      3. Assign each Senator to serve on one Student Senate Standing Committee;
      4. Convene meetings of the Senate Standing Committee Chairs on a regular basis.
      5. Forward legislation intended to amend Purdue University Policy, at the request of the author, to the Senate Clerk of the Purdue Graduate Student Senate.
      6. The President Pro-Tempore or any officer of Purdue Student Government delegated to by the President Pro-Tempore, whether an elected senator or non-elected officer working directly with or for the Senate, shall coordinate with the Video and Multimedia Production Services division of ITaP to
         1. make all currently uploaded recordings and all future uploaded recordings of Student Senate meetings, with the exception of closed meetings or parts of meetings that are considered closed to the public, available on a publicly listed playlist located on an online video sharing service, either under the current “Purdue University” YouTube channel or on any future successors to YouTube; and
         2. make available, with the exception of closed meetings or parts of meetings that are considered closed to the public, all past recordings of the Student Senate currently in the office’s archives on the aforementioned publicly-listed playlist, organized in chronological order from the oldest meeting of the Student Senate to the most recent meeting.
5. Chief of Staff
   1. The Chief of Staff shall be the Chief Administrative Officer of PSG.
   2. The Chief of Staff shall be appointed by the Student Body President and confirmed by the Student Senate.
   3. The Chief of Staff shall report directly to the Student Body President.
   4. The Chief of Staff shall Chair the Board of Directors.
6. Student Body Treasurer
   1. The Student Body Treasurer shall be the Chief Financial Officer of PSG and shall be responsible for the management of all finances and expenditures of PSG.
   2. The Student Body Treasurer shall be appointed by the Student Body President and confirmed by the Student Senate.
   3. The Student Body Treasurer shall report directly to the Student Body President.
   4. The Student Body Treasurer shall be required to:
      1. Keep accounts, deposit the organization’s funds, and make expenditures in a manner approved by the Business Office for Student Organizations;
      2. Serve as a non-voting member on the subordinate body that is called the Student Fee Advisory Board (SFAB) which shall be a permanent, stand-alone committee that reports to the Purdue Student Government Senate. The mission and purpose of the SFAB shall be defined in a subordinate document to these Bylaws, called the Constitution of the Student Fee Advisory Board, which shall define the rights and functions of SFAB.
      3. Oversee Financial Directors to assist with the Duties of the office of Student Body Treasurer;
      4. Release funds only in accordance with the budget as passed by the Student Senate;
      5. All actions of the Student Body Treasurer are subject to review by the Student Senate, which has authority over the final interpretation of the budget.
7. Chief of Indianapolis Staff
   1. The Chief of Indianapolis Staff shall be appointed by the Vice President – Purdue Indy and confirmed by the Student Senate.
   2. The Chief of Indianapolis Staff shall assist the Vice President – Purdue Indy in the successful operation of the Indianapolis Branch of Purdue Student Government.
   3. Thie Chief of Indianapolis Staff shall report directly to both the Vice President – Purdue Indy and the Chief of Staff.
8. Student Body Secretary
   1. The Student Body Secretary shall be appointed by the Student Body President and confirmed by the Student Senate.
   2. The Student Body Secretary shall report directly to the Student Body President.
   3. The Student Body Secretary acting as the Chief Records and Operations Officer of PSG shall be required to:
      1. Produce official minutes, either personally or through a proxy, for all Board of Directors meetings, Cabinet meetings, Senate meetings, and any other meeting the Student Body President deems necessary;
      2. Maintain updated versions of all legislation and governing documents, including amendments, when applicable;
      3. Direct passed legislation to the Student Body Vice President and Student Body President for certification and approval;
      4. Maintain the physical assets of PSG;
      5. Archive PSG memorabilia in conjunction with Purdue Libraries.
9. Senior Policy Advisor
   1. The Senior Policy Advisor shall work directly with the Cabinet and Executive Directors to advise the Student Body President on issues of policy and operations, as well as the strategic plan of PSG.
   2. The Senior Policy Advisor shall be appointed by the Student Body President and confirmed by the Student Senate.
   3. The Senior Policy Advisor shall report directly to the Student Body President.
10. Student Body Press Secretary
    1. The Student Body Press Secretary shall be the primary representative of PSG to all external press affiliates and organizations.
    2. The Student Body Press Secretary shall be appointed by the Student Body President and confirmed by the Student Senate.
    3. The Student Body Press Secretary shall report directly to the Student Body President.
    4. The Student Body Press Secretary shall be required to:
       1. Work directly with all Cabinet-level officers and Executive directors on a regular basis to coordinate the interests, opinions, and actions of each individual branch of PSG;
       2. Advise the Student Body President, the President Pro-Tempore, and all other PSG officers on issues of public relations.
       3. Oversee a committee of Staff Writers to assist with carrying out their duties as Student Body Press Secretary.
11. Chief Justice
    1. The Chief Justice shall be responsible for the administration of the Student Supreme Court and shall be the spokesperson for the Student Supreme Court.
    2. The Chief Justice shall be chosen from current Justices, appointed by the Student Body President and confirmed by the Student Senate.
12. Purdue Association of Big Ten Students (ABTS) Liaison
    1. The Purdue ABTS Liaison will be responsible for assembling a team of relevant Purdue Student Government and University stakeholders, in their pursuit of crafting inclusive, holistic, and all-encompassing legislative prerogatives on behalf of both the student body and the Purdue Student Government, while also consulting with the student government representatives of other schools in the Big Ten.
    2. The Purdue ABTS Liaison shall be appointed by the Student Body President and confirmed by the Student Senate.
    3. The Purdue ABTS Liaison shall report directly to the Student Body President.
13. All remaining cabinet members' descriptions and responsibilities can be found in Article IV, Section I, Part B of the Constitution of the Purdue Student Government.

## Section II. Board of Directors

### Part A. Executive Directors

1. Executive Directors are expected to participate in the selection process for subordinate Director positions and shall oversee all Directors and positions in which they have been granted authority.
2. In order to complete the responsibilities of the Board of Directors, as outlined by the Constitution of the Purdue Student Government, the following committees have been set and shall be led by their respective Executive Director:
   1. Communications:
      1. The Executive Director of Communication:
         1. shall be responsible for providing communication services to and on behalf of the Board of Directors, Student Senate, and Student Supreme Court at their request.
         2. shall maintain a presence on social media websites to communicate the actions of the Purdue Student Government with the Student Body and create promotional items for the continued recognition of Purdue Student Government.
         3. shall maintain the Purdue Student Government website with the recent and relevant material of interest to the Student Body.
   2. Diversity and Inclusion:
      1. The Executive Director of Diversity and Inclusion:
         1. shall be responsible for overseeing of programs that raise awareness about inclusion, shall direct outreach of diverse student populations on behalf of the Purdue Student Government.
         2. shall be responsible for maintaining a platform of diversity and inclusion in the Cabinet of Purdue Student Government. Their goal is to collaborate with diverse student populations and organizations.
   3. Engagement:
      1. The Executive Director of Engagement:
         1. shall be responsible for engaging the Purdue Student Body in the work of Purdue Student Government.
         2. can implement programs and tools that facilitate communication of PSG efforts to students and student organizations as well as communication of the questions, ideas, and concerns of students and student organizations to the appropriate branches of Purdue Student Government.
         3. shall collaborate with the Executive Directors of Communications, Programming, and Strategic Planning and Assessment, among others, in this effort.
   4. Governmental Relations:
      1. The Executive Director of Governmental Relations:
         1. shall supervise the communication between Purdue Student Government and federal, state, and local governments and officials.
         2. be responsible for supervising the voting and voter registration efforts of Purdue Student Government and creating a more politically knowledgeable Student Body.
         3. work with the President Pro-Tempore and the Student Senate to aid their efforts to gather and research governmental issues, and to advise on legislation pertaining to the Student Senates' support or opposition of governmental action.
         4. shall lobby for local, state, or federal legislation if and only if the Purdue Student Government Student Senate approves of the effort through the passing of a resolution.
         5. shall supervise and be the primary mouthpiece for the communication between Purdue Student Government and federal, state, and local governments and officials.
   5. Programming:
      1. The Executive Director of Programming:
         1. shall be responsible for providing support in event planning and implementation to the Board of Directors, Student Senate, and Student Supreme Court at their request as well as carrying out programming to benefit the effectiveness and morale of Purdue Student Government.
   6. Strategic Planning and Assessment:
      1. The Executive Director of Strategic Planning and Assessment:
         1. shall be responsible for developing initiatives that promote the long–term effectiveness and sustainability of Purdue Student Government.
         2. shall act as the steering committee for the growth of Purdue Student Government towards the Strategic Plan.
         3. shall research the implementation, feasibility, and statistical analysis of policy proposals and current platform issues.
         4. In coordination with the Executive Director of Engagement, shall be responsible for assessing the opinions and concerns of the student body with regard to proposed policies and new ideas.
            1. This shall be accomplished through the completion of a survey open to all students each semester which asks about relevant issues on campus, and the results of this survey shall be distributed to all appropriate parties within PSG to take further action on.
   7. Sustainability:
      1. The Executive Director of Sustainability:
         1. shall be responsible for promoting sustainability within the Student Body, the Purdue administration, Purdue Student Government, and all other relevant or interested organizations and parties.
         2. shall act as a central hub of sustainable planning and decision-making within all branches of Purdue Student Government.
         3. shall work with any interested Student Senators in drafting and promoting legislation that improves the sustainability of Purdue's campus and the people therein.
         4. shall collaborate with the Executive Director of Engagement, the Executive Director of Communications, and the Executive Director of Strategic Planning and Assessment to gauge student interest, enhance understanding, and host events that promote sustainability.
         5. work closely with the Office of Campus Master Planning and Sustainability and the Department of Physical Facilities to remain up-to-date on sustainability initiatives happening across campus and how student involvement could benefit not only the Purdue Student Government Strategic Plan but also the Campus Master Plan.
   8. Technology:
      1. The Executive Director of Technology shall be responsible for managing, maintaining, and expanding all the digital assets of the Purdue Student Government. They shall act as Purdue Student Government Computer and IT department and be tasked with constructing and maintaining any digital or web-based infrastructure that is required or would aide the operations of any other branch or unit of Purdue Student Government. They have the following responsibilities
         1. Maintain a list of unique passwords from year to year for all web credentials for PSG accounts and ensure that they are passed onto the next administration during the transition
         2. Maintain a publicly available digital calendar or set of calendars for all PSG events to be stored on with proper permissions so PSG members can share events they are responsible for scheduling;
         3. Manage the PSG file-share system by establishing proper permissions for folders to enforce editing and viewing privileges;
         4. Build, maintain, and expand the PSG website and its functionality from a technical perspective. All authority to post content to the website or any social media profiles will be retained by the ED of Communications and the Press Secretary;
         5. Maintain the recordings of Senate Meetings and make them available to Constituents;
         6. Ensure that all legislation, in its entirety and all text intact, is made available to constituents in a timely manner and user-friendly format on the PSG website, and ensure that it denotes and distinguishes the following:
            1. Legislation passed through committee (listed as “senate agenda”) and corresponding Senate floor dates;
            2. Dead legislation (to be posted no later than 14 calendar days after being voted against
            3. Passed legislation and passage date (to be posted no later than 14 calendar days after passage date
            4. Executive action by the Student Body President on legislation passed by PSG Student Senate (to be posted no later than 14 calendar days after Executive signature or veto is required).;
         7. Ensure that the following are reported alongside corresponding legislation:
            1. Senators’ names and votes;
            2. Both the Proxy’s name and votes and the name of the Senator for whom they are in attendance, should any Proxy be in attendance;
            3. The Student Senate meeting minutes are recorded by the Student Body Secretary, or whoever is taking minutes in lieu of the Secretary.
            4. If names and votes are not adequately being reported, any Senator or Proxy may request a roll-call vote, as is already their prerogative in any legislative session, over any piece of legislation to ensure votes are counted; and
            5. That no one may remove names and votes posted to the PSG website, except where required by force of law.
         8. Build any other digital or web-based resources that could aid PSG in fulfilling its responsibilities
   9. Healing Endeavors and Empathy Matters (HEEM):
      1. The Executive Director of Healing Endeavors & Empathy Matters:
         1. shall be responsible for directing students to mental health and well-being resources that Purdue provides, organizing events and promotional activities to reach students in need of the resources and/or education.
         2. Managing initiatives related to improving mental health and well-being awareness on campus in conjunction with student organizations and administrators is crucial for a successful Healing Endeavors and Empathy Matters committee.
         3. Committee members are encouraged to be Question, Persuade, and Refer (QPR) certified.
      2. The goal of this committee is to stay on track throughout the year with student concerns and student advocacy of addressing mental health and erasing the stigma.
3. The Vice President – Purdue Indy may create any committee they deem necessary for the operation of the Indianapolis branch of Purdue Student Government. Those committees will be led by either a single executive director or two co-executive directors. The creation of committees exclusive to Indianapolis should be minimized to only what is necessary for supporting Indianapolis-based students and Indianapolis-based initiatives. Collaboration between Indianapolis-based students and West Lafayette-based students should be the priority.

### Part B. Directors

1. Directors shall be appointed to the Board of Directors by the Student Body President as outlined in the Constitution of the Purdue Student Government.
2. Directors shall work with the Chief of Staff, and within a committee, to help aid their respective Executive Director in completing their responsibilities outlined herein.
3. Directors shall be required to attend all regularly scheduled Board of Directors meetings, as well as any meetings or events deemed mandatory by the Chief of Staff.

### Part C. Financial Directors

1. Financial Directors shall be appointed to the Board of Directors by the Student Body President as outlined in the Constitution of the Purdue Student Government.
2. Financial Directors shall work with the Student Body Treasurer to help aid in completing the responsibilities of the office of the Student Body Treasurer, as outlined in the Constitution of the Purdue Student Government.
3. Financial Directors shall be required to attend all regularly scheduled Board of Directors meetings, as well as any meetings or events deemed mandatory by the Student Body Treasurer.
4. It is encouraged that a Financial Director based out of Indianapolis be appointed to collect local receipts and assist with tracking any spending.

### Part D. Staff Writers

1. Staff Writers shall be appointed by the Student Body President to serve under the Student Body Press Secretary.
2. Staff Writers may aid the Press Secretary in the creation of content for both internal and external releases.
3. Staff Writers carry out any other delegated duties at the discretion of the Student Body Press Secretary.

### Part E. Delegates

1. Delegates will be representatives from student organizations, and students who represent Purdue divisions or centers.
2. The Student Diversity and Inclusion Committee will admit student delegates from organizations, divisions, and centers with which they share common goals and ideals.
3. Executive Directors are responsible for advertising the Delegate positions to relevant groups to ensure adequate representation.
4. The Delegate positions will be standing, uncapped, and fluid; they may be filled by a different representative each week, or unfilled for any period of time.
5. The goal of these positions is to allow for clear communication and collaboration between PSG and the existing groups on campus and to streamline the project and program creation process.
6. Delegates will be invited to attend and to contribute to committee meetings and general Board of Directors gatherings.
7. This organizational structure may be implemented by other committees (e.g. Sustainability).

# Article IV. Judicial Branch

## Section I. The Student Supreme Court

### Part A. The Standing Rules of the Student Supreme Court

Rules, practices, and procedures of the Student Supreme Court shall be outlined in a separate document called the Standing Rules of the Purdue Student Supreme Court. Rulings and Records of the Student Supreme Court shall be subject to these Standing Rules.

### Part B. Executive Officers

1. The Chief Justice shall be responsible for the administration of the Purdue Student Supreme Court and shall act as the spokesperson for the PSSC. The Chief Justice may also have sole discretion over the supposed “weight” of a particular Court session or duty in assessing a PSSC member’s attendance record.
2. The Vice-Chief Justice shall assume all duties and responsibilities of the Chief Justice in the event of their absence or removal from the Court.
3. The Marshal of the Court shall perform all internal administrative tasks, such as attendance tracking (of hearing participants and PSSC members) as well as keeping record of court activities. Under the scope of this position is also included in the maintenance of the PSSC Archives.
4. The Justice of Internal Affairs shall be jointly responsible with the Chief Justice for all public relations and publicity efforts of the PSSC. Included under this scope is promotion and advertising of callouts, and court initiatives offered to the Student Body, maintenance of the PSSC website, and administration of the Know Your Rights Week tabling event.
5. The Justice of the Clerks shall oversee training clerks and will serve as a direct mentor to all beginning PSSC members. This Justice will organize the mandatory training program outlined in the PSSC Standing Rules.

### Part C. Authority

In considering the legal basis for any claim, the Judiciary shall recognize and uphold the following laws:

1. The laws of the United States, and the State of Indiana.
2. The Constitution, Bylaws, and all other duly enacted legislation of the Purdue Student Government.
3. The previous precedent of the Purdue Student Supreme Court.

### Part D. Constitutional Review

1. Upon a constitutional challenge to a duly enacted statute of Purdue Student Government, the Chief Justice shall notify the Student Body President within seventy–two hours of the complaints filing.
   1. Upon the Court’s review of the constitutionality of any statute, the Chief Justice shall be responsible for presenting a copy of all published opinions to the Purdue Student Senate for review.
2. The Purdue Student Supreme Court shall not issue advisory opinions on the Constitutionality of statutes prior to formal review.

### Part E. Restrictions

1. No Justice shall submit evidence or testify as a witness.
2. Justices shall recuse themselves from an action if they feel they cannot hear the action fairly and impartially. No Justice shall hear an action in which they are a party or witness, or that raises significant conflict of interest.

### Part F. Student Rights

1. Individual Rights
   1. No party shall be required to testify against himself or herself under threat of penalty.
   2. Both parties shall have the right to a speedy and orderly hearing before an impartial panel, a prompt disposition of the action, may present evidence and question witnesses, hear all evidence presented, be given the opportunity to cross-examine witnesses called by the opposing party, a judgment based solely on the evidence and arguments presented in a hearing, and a written explanation of the decision.
   3. The Defendant shall have the right not to be penalized except for violation of a rule that has been fully and clearly formulated, published, and generally made known to all concerned, to be presumed innocent until proven guilty, to be free from penalty until the Student Supreme Court has issued its decision, not to suffer from a cruel or unusual penalty, not to be twice tried for the same offense, and to be provided with an exact statement of the charges against him/her, the source of the charges, the maximum penalty assessable, the time and place of the hearing, in sufficient fullness and reasonable time to allow him/her to prepare a competent defense.
2. Parties may provide their own legal counsel, non-professional or professional, to represent them in Court. The Purdue Student Supreme Court shall not be responsible for providing counsel. Counsel to a party cannot be required to testify regarding his or her conversations with that party.
3. Any non–party who wishes to raise questions or present evidence concerning the action may submit a written Amicus Curiae brief. Both parties shall be informed of the contents of the brief.

### Part G. Statutes of Limitation

1. No request for relief shall be filed more than sixty days after the date on which the alleged violation occurred between the months of August and April.
2. No request for relief shall be filed more than one hundred and twenty days after the date on which the alleged violation occurred between the months of May and July.
3. The Student Supreme Court may hear an action in any month of the calendar year. The Judiciary may, at its discretion, hear an action during the spring or summer term where necessary to prevent substantial injustice.

**Part H. Restrictions to Membership**

1. No PSSC member may hold an office within the entirety of PSG’s Legislative Branch or be a current Executive Cabinet member, with the exception of the Chief Justice, and cannot be an employee or staff member of a campus media outlet.
2. No Justice, while in office, shall hold a second position within Purdue Student Government.

### Part I. Clerks of the Court

1. All subordinate members of the Purdue Student Supreme Court shall be considered Clerks of the Court.
2. The Purdue Student Supreme Court shall have the authority to recruit and train Clerks of the Court, who shall be responsible for the tasks assigned to them by the Justices. Clerks may serve at the pleasure of the Student Supreme Court at large, or an individual Justice may recruit their own Clerks.
3. Any Clerk may be relieved of their duty at the discretion of the Chief Justice.

# Article V. Compensation

## Section I. Eligibility and Payments

In order to receive a stipend, eligible PSG officers must fulfill all responsibilities set forth for them in the PSG governing documents, including the Constitution of the Purdue Student Government, the Bylaws of the Purdue Student Government, and the Standing Rules of the Purdue Student Senate.

**Section II. Purdue Student Government Officer Eligible for a Stipend**

1. Student Body President
   1. The compensation for Student Body President shall not exceed $1,500 per year.
2. Student Body Vice President
   1. The compensation for Student Body Vice President shall not exceed $1,500 per year.
3. Vice President – Purdue Indy
   1. The compensation for Vice President – Purdue Indy shall not exceed $1,500 per year.
4. Chief of Staff
   1. The compensation for Chief of Staff shall not exceed $1,000 per year.
5. Student Body Treasurer
   1. The compensation for Student Body Treasurer shall not exceed $1,000 per year.
6. President Pro-Tempore of the Purdue Student Senate
   1. The compensation for President Pro-Tempore of the Purdue Student Senate shall not exceed $1,000 per year.
7. Chief Justice of the Student Supreme Court
   1. The compensation for Chief Justice of the Student Supreme Court shall not exceed $1,000 per year.

**Section III. Process for Determining Compensation**

1. All stipends will be divided equally per semester and all positions will be compensated based on a two-thirds vote of the Student Senate
   1. If the position up for approval earns a two-thirds vote, then they will receive their stipend for the semester.
   2. If the position in question does not earn a two-thirds vote, then they will not receive their stipend for the semester.
   3. If a failed attempt to earn a stipend occurs, then the person in question may appeal to the Student Supreme Court for a hearing on the outcome of the vote.
2. The Student Body Secretary shall tally the votes regarding stipends.

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# Article VI. Transition

## Section I. Student Senate Transition

The first meeting of the Student Senate following the Student Body Election shall be a joint session between the outgoing and incoming Senators.

1. All Senators shall convene at least one half hour before the meeting in order to informally introduce themselves and explain the particulars of the office.
2. The transition Student Senate meeting shall be considered the last official meeting of the current session. Both outgoing and incoming Senators may partake in debate, however only outgoing senators may cast votes.
3. After all regular business has been conducted, the Senators–elect shall be sworn in and their term shall officially begin.
4. A yearly PSG Senate Orientation Program, which will take place before the Senate meeting that follows the transition meeting, will be organized by the outgoing Senate Pro-Tempore and Committee Chairs to facilitate the effective transition of incoming senators into their new roles and responsibilities.

## Section II. Cabinet Transition

Before officially leaving office, all Cabinet members shall be responsible for communicating the particulars of their office to their replacements in order to prepare the newly appointed Cabinet members for their duties and facilitate a smooth transition between administrations.

# Article VII. Amendments

The authority to amend these bylaws rests with the Purdue Student Senate. Any amendment to the Bylaws of the Purdue Student Government must take the form of a bill and be required to pass two readings as defined in the Standing Rules of the Purdue Student Senate, Article IV, Section II Reading of Legislation. These bylaws may be amended by a two-thirds majority vote of the active membership of the Student Senate. All amendments must be approved by the Student Activities and Organizations office.

# Article VIII. Social Media Presence

## Section I. General

1. PSG shall maintain a presence on contemporary social media platforms in order to provide outreach to constituents.
2. PSG officers are free to maintain their own individual social media presence however they see fit provided statements are not said to represent PSG as an organization.

## Section II. Content

1. PSG social media shall primarily be used to serve as an outreach tool to the student body.
2. In some circumstances, there may be a need for PSG to comment on matters that are not directly related to the affairs of the Purdue undergraduate student body. In such cases it is permissible to make a post on official PSG social media as per the guidelines set forth in Sections 3 and 4.

## Section III. Approved Administrators

1. The only approved administrators of official PSG social media pages shall be the following:
   1. Executive Director of Communications
      1. The Executive Director of Communications may also delegate social media access to one or more of his/her directors.
   2. The Press Secretary
   3. The Student Body President
   4. The Chief Justice or the Justice of Internal Affairs
2. Any PSG member may issue a request to any approved administrator, but they may not make the post themselves unless they are one of the approved administrators listed above.

## Section IV. Restrictions

1. Unless content being posted on PSG social media solely addresses advertising PSG-sponsored or supported events, profiles of Purdue students and faculty, results of PSG conducted research, or PSG legislation (past, present, and future), the poster must state their name, or the name of who they are posting for, in a reasonable manner in the post.
2. Members who do not adhere to the aforementioned restrictions shall be referred to Purdue Student Supreme Court.

## Section V. Student Government Agendas and Priorities

The Executive, Legislative, and Judicial Branches of the Purdue Student Government shall be required to submit their agenda or priorities to the Purdue Student Body. The first submission shall be within one month after students return to school for the fall semester after an election cycle. The second submission shall be one month after students return to school for the spring semester after winter break.

The Executive shall have full autonomy in setting their agenda and priorities for the upcoming semester. The Legislative and Judicial Branches shall conduct and receive a majority vote of its active membership to agree on their respective agendas and priorities for the semester. The agendas and priorities of each branch are to be broad goals for the semester on topics or issues that want to be addressed.

The Agenda and Priorities of any Branch of the Purdue Student Government can be updated at any time. The Executive shall be able to change their agendas or priorities at will, while the Legislative and Judicial Branches shall conduct and receive a majority vote of its active membership to agree to change their respective agendas or priorities. These new agendas shall be resubmitted to the Student Body through the various social media accounts and website run by Purdue Student Government in order to inform our constituency of the change.

# Article IX. Action Plans

## Section I. Diversity and Inclusion

See Appendix A for plan

## Section II. PSG Small Grant Guidelines

See Appendix B for plan

**Section III. SAFER Sexual Misconduct Action Plan**

See Appendix C for plan

Appendix A

**DIVERSITY & INCLUSION ACTION PLAN**

PSG - Diversity & Inclusion 2019-2020

A picture containing fruit

Description automatically generated

**Mission Statement**

The Purpose of the D&I Action Plan includes but is not limited to:

1. Creating and sustaining a diverse, inclusive, and equitable community in intramural as well as extramural relationships of Purdue Student Government,
2. Inspiring action from all branches of Purdue Student Government as well as the cabinet to create a welcoming climate,
3. Enhancing the quality of work culture within Purdue Student Government through diversity and inclusion,
4. Documenting and analyzing trends and patterns of Diversity and Inclusion work within the Purdue Student Government:
   1. To provide infrastructure for current and future committees,
   2. To track growth and shifts based on community needs,

**Goal 1:** Develop and sustain an inclusive, equitable and unbiased environment intramurally.

Strategy 1-A: Eliminating stereotypes by increasing awareness of different cultures, backgrounds, and orientations within Purdue Student Government.

Reduction and consequent elimination of stereotypes is imperative to a more inclusive climate. Every academic year, recruitment brings together a crucible of diverse backgrounds that are exposed to different attitudes. To avoid a hostile environment, it is essential to eradicate stereotypes. This can be carried out by-

1-A.i. Organizing more initiatives and encouraging participation in awareness drives,

1-A.ii. Organizing and conducting events to support empathetic speech,

1-A.iii. Making the attainment of the Diversity certification compulsory for members of Purdue Student Government Diversity & Inclusion and the Cabinet,

1-A.iv. Encouraging a continuous cultural competence developmental process by ameliorating the ability to understand, communicate, and interact with different cultures using analyzation and comprehension,

1-A.v. Avoiding unconscious bias through facilitating implicit and explicit bias training within Purdue Student Government Retreat and committees.

Strategy 1-B: Commitment to full representation of underrepresented sections in Purdue Student Government and other coexisting student organizations.

Representation helps to foster an environment where all individuals contribute fully and feel valued, engaged, and supported to reach their full potential. Through appropriate representation, individuals of underrepresented sections also acquire a sense of belonging, commitment, and feel valued and respected as part of the Purdue community. This should and can be conveyed through the Purdue Student Government by-

1-B.i. Initiating discourse within the organization and drive conversation to shift focus from privilege to better representation,

1-B.ii. Analyzing the potential of proportionate occupancies in organizational membership in Senate as well as leadership,

1.B.iii. Improving access to leadership for people with disabilities in both legislative and executive wings of our organization.

Strategy 1-C: Promote transparency by bridging the gap between culture and accountability.

Greater contact in the absence of intercultural skills can lead to greater misunderstandings and conflict. Transparency between expectations, actions, and authority will facilitate the sustenance of change, and also contribute to its progress by-

1-C.i. Employ extramural organizations to conduct comprehensive reviews and audits,

1-C.ii. Assess inclusion specific situations through surveys, questionnaires, feedback forms, polls and other methods and provide outcomes transparently,

1.C.iii. Formulating legislation and adopting formal policies to address the issues relating to accountability of antagonistic behavior.

**Goal 2:** Diversity advocacy through engagement of leadership.

Strategy 2-A: Amplification of initiatives that invoke diversity of thought, gender, race, sexual orientation, ability and religion as ideated by other organizations.

Setting an example through leadership is essential in advocating for an inclusive campus. Co-operation with co-existing organizations such as academic councils, greek life, interest clubs, media and publications, cultural groups, sports and recreation, community and social justice organizations and living-learning communities shall lead to an overall harmonious environment and healthy competition. This can be ensured by-

2-A.i. Promoting initiatives and events organized by fraternal organizations through various mediums such as social media, tabling, volunteering, etc

2-A.ii. Building connections between all cultural organizations, groups, initiatives, and events of Purdue through networking,

2-A.iii. Providing assistance to various organizations through volunteering, attendance, and possible financial aid.

Strategy 2-B: Expand the scope of organizations of mediation and student advocacy organizations.

Student advocacy organizations serve as representative organizations and as a voice for students on campus and are essential in ameliorating laws, regulations and initiatives by the administration as well as other organizations. Their advocacy efforts can be made through initiatives such as but not limited to-

2-B.i. Expanding student conflict resolving abilities of the Purdue Student Supreme Court that is currently limited to disputes over Purdue Student Government constitution and bylaws, member disputes, and Purdue Parking Violations.

2-B.ii. Creating awareness in the undergraduate population about the Office of Graduate Assistance and Conflict Resolution (OGACR) to seek help, gather advice, and request assistance to help advance the academic success of all involved in all scholarly endeavors.

Strategy 2-C: Normalize and encourage active response to discrimination, bias, and harassment.

Establishing an understanding of the importance of active response in situations of bias, discrimination, and harassment is paramount in creating an amiable environment by-

2-C.i. Condemning discrimination and bias in fundamental services such as CAPS, CARE by actively responding.

2-C.ii. Improving transparency, support, counseling, communication, and protocols for students who experience and report hate crimes in the manner of active response.

2-C.iii. Promoting awareness of the ability of anonymous reporting of discrimination, bias, and harassment through the Office of Institutional Equity 

Strategy 2-D: Handling Situations.

Prevention is of paramount importance. In cases where situations occur that cause harm to the inclusion of a being, awareness on how to handle the circumstance is required. This awareness can be instilled by-

2-D.i. Conducting training for members of Purdue Student Government to handle and mediate hostile situations caused by conscious or unconscious bias.

2-D.ii. Forming of more mediums of dispute mediations and promotion of existing services such as OGACR.

2-D.iii. Ensuring Student Legal Services pursues an overall unbiased approach to all cases.

2-D.iv. Expanding the currently limited concept of grievance in university grievance policies to a wider approach inclusive of grievance rituals in different cultures and religions.

**Goal 3:** Tracking changes and ensuring progress.

Strategy 3-A: Tracking changes through annual Diversity and Inclusion committee assessment audits and studies.

Understanding statistics about diversity and inclusion is vital to understanding the baseline for the current scenario on campus. Analyzing feedback helps develop, update and amend the action plan for future endeavors and goals since diversity and inclusion is dynamic concept. The tracking and comprehension can be established by-

3-A.i. Creating an annual assessment that measures the diversity metrics of  students within PSG,

3-A.ii. Highlighting all diversity, equity, and inclusion organizations through PSG social media accounts, publications, collaborations, and Senate,

3-A.iii. Including reports of harassment, bias, and discrimination incidents transparently within PSG.

Strategy 3-B: Maintaining progress and an active approach to creating and sustaining an inclusive environment within Purdue Student Government.

Interest, qualifications, and competency is dynamic through the years and with administrations but PSG must show commitment to sustaining a diverse and inclusive environment in the Executive, Legislative, and Judicial branches. The progress can be maintained by-

3-B.i. Recognizing efforts made in the field of Diversity & Inclusion by student leaders through awards and commendations of members of the organization through methods such as recognition in the internal newsletter,

3-B.ii. Abiding by and being open to additions and subtractions to the Action Plan,

**Goal 4:** Recruiting and retaining a diverse body of students at Purdue Student Government and other student-affiliated organizations.

Higher education is a steppingstone to the workforce. In the current scenario, with the advent of globalization, the workforce needs to have a global perspective. It is imperative to have a diverse body of students to ensure growth and development for the overall progress of campus life and the continuous betterment of society.

Strategy 4-A: Expanding and encouraging the involvement of international students, immigrants, refugees, and undocumented students in leadership as well as the campus and local community.

A large part of Purdue’s rich and diverse culture is made of international, immigrant, refugees, and undocumented students. Providing them with avenues for leadership, or integrating with the community allows them to enrich their college experience as well as bring diverse perspectives to the table. The involvement can be surged by-

4-A.i. Providing opportunities and avenues for students of color to occupy leadership roles,

4-A.ii. Encouraging international students to pursue civic literacy awareness programs and consequently actively participate in civic community events,

4-A.iii. Actively promoting organizations such as Purdue Immigrant Allies and Purdue Students for Justice,

4-A.iv. Spreading awareness regarding policies like DACA at Purdue.

Strategy 4-B: Work with administration, faculty, and staff to improve the diversity of their business body.

To serve the student body better and make a Purdue workforce with a vast perspective, it’s essential to look into the recruitment and retention of diverse and aware staff and faculty. This can be ensured by-

4-B.i. Providing resources to the staff and administration on Citizenship and Immigration Services to help serve better,

4-B.ii. Providing resources regarding disability awareness and accommodation in order to serve all students as well as differently-abled Purdue employees,

4-B.iii. Cultural competency awareness in healthcare for PUSH and CAPS to understand the mental and physical consequences of culture shock and change in the environment.

Appendix B

**Purdue Student Government (PSG) Small Grants Guidelines**

**INTRODUCTION**

Please read the Guidelines and Restrictions carefully before applying for a PSG Grant. A student organization must get approval of funding before spending allocated funds. PSG will exercise viewpoint neutrality in reviewing ALL funding proposals.

**PURPOSE STATEMENT**

The Purdue Student Government Small Grant is designed to allow student organizations an additional avenue to seek funds for their events and projects. Purdue Student Government grants are a means to reimburse and provide financial aid to officially recognized student organizations in support of their initiatives. These events and projects must be open to all Purdue students and aim to enrich the Purdue community. PSG intends to take a hands-on approach to allow for funding that is catered to individual organizations. Our goal is to hear how you want to improve student life and offer funding to help do so. These grants offer an additional avenue to funding to advance different organizations' initiatives across campus.

**APPLICANT ELIGIBILITY**

These grants are open to recognized student organizations (RSOs) serving students on the West Lafayette campus registered and in good standing with the Student Activities & Organizations (SAO) division of the Office of the Dean of Students. Groups who have received SOGA or SFAB funding for the current period/year are eligible to apply.

**POLICY COMPLIANCE**

It is the responsibility of all RSOs to read and understand all the policies and procedures of Purdue University, Purdue Student Government, SAO, and the Business Office for Student Organizations (BOSO). RSOs that receive this funding must comply with all policies and procedures at all times. RSOs that are found to be in violation of any policy of Purdue University, PSG, SAO, or BOSO may not be given access to any and all funds they received during the time they were in violation of these policies. Furthermore, any RSO that attempts to defraud or mislead Purdue University, SAO, PSG, or BOSO will be subject to disciplinary review by the office of the Vice Provost of Student Life (VSPL), and those involved may be held individually responsible and criminally liable for any funds received illegally or under false pretenses.

**GUIDELINES**

1. Programs, services, and activities should be directed primarily to the Purdue (West Lafayette) undergraduate student community.

2. Funds may only be used as approved by University Policies and as set forth by BOSO and PSG. 3. An Activity Form must be completed in BoilerLink at least two weeks prior to the event/activity. 4. Events must follow protect Purdue guidelines

5. RSO must fill out the Boilerlink form appropriately. A representative from the organization member may willingly come and/or may be asked to come to answer questions.

6. The Activity Form must be approved by Campus Partners (i.e. Transportation, BOSO, Space Management, etc.) prior to the event.

7. Funds will be allocated via reimbursement. If the entire grant is not used, PSG will keep the difference. Any unspent funds awarded within one month after the event and any expenditures after so will not be reimbursed.

8. Proof of a completed and approved APF in Boilerlink must be submitted before funding is awarded

9. If a new problem arises that is not addressed in these guidelines, PSG reserves the right to look to other Purdue funding guidelines for guidance.

**RESTRICTIONS**

1. No individual application shall receive more than *\*dependent on administrations allocation\** 2. Food shall be reviewed on a case-by-case basis depending upon the event. Food expenditure in applications will not be awarded more than *\*dependent on administration allocation\**for food.

3. Events/initiatives must be open to the entire Purdue West Lafayette undergraduate student body to attend.

**APPLICATION PROCESS**

1. RSO must fill out a Boilerlink form with appropriate and relevant information necessary for the financial affairs committee to make a decision. The organization’s name and other identifying information will be removed from the application.

2. Priority will be given to groups who:

a. apply at least 2 weeks before the month of their event

b. are in need of additional funding.

3. Need for funding will be assessed based on an RSO’s application. Annual RSO income (including income from dues, grants (SOGA/SFAB), departmental funding, and other incomes sources), the highest balance of the current fiscal year in the RSO’s BOSO account, and time since the creation of the organization will all be taken into consideration if the RSO provides this information in the application. Information not provided will not be taken into consideration in order to follow viewpoint neutrality. It is recommended that the RSO shares as much information as possible about their need for funding.

4. Applications will be reviewed on a rolling basis.

5. RSO may willingly or request to come to the financial affairs committee to answer questions during application review. If the financial affairs committee has questions they will be sent to the email which was applied with and must be answered in a timely manner (3 business days) to be considered.

6. If funding is awarded, the RSO must sign the PSG small grant agreement form within 2 weeks of receiving the notification that the grant was accepted. Failure to do so will result in the funds being revoked.

7. One successful application is granted to an organization per semester. An RSO may apply again if their application is denied. Organizations may only have one application being reviewed at the same time.

**CONCLUSION**

The Financial Affairs Committee and/or PSG reserve the right to dismiss applications that do not meet the qualifications and expectations of the Purdue Student Government.

For questions with these grants, reach out to the PSG Deputy Treasurer. Please put “PSG small grant: your org name” in the subject.

Appendix C

Sexual Misconduct Action Plan

PSG SAFER Ad Hoc Committee 2021-2022

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# Introduction/Mission Statement

The SAFER Ad Hoc committee was introduced in 2019 to Purdue Student Government and has since been aiming to help to educate, inform, and support students on the issue of sexual misconduct. While this committee got its start in events, the more we talked to students, the more we saw a need for a larger systemic change at Purdue, which we have presented in this action plan.

The action plan in itself is divided into five main goals:

1. Transparency: Developing a More Transparent, Accessible System to Address Sexual Misconduct
2. Destigmatization: Discussing and Destigmatizing the Issues of Sexual Misconduct on Campus
3. Student Education: Educating Students About Sexual Misconduct and the Criteria for Consent
4. Resources: Creating and Committing to Resources on Campus
5. Support: Offering Support to Survivors of Sexual Misconduct

Behind these goals is the overall sentiment and mission to create an environment on campus where students feel safe both physically and mentally from any form of sexual assault and misconduct, and that they will feel supported by the campus community and Purdue administration.

# Goal 1: Transparency

Developing a More Transparent, Accessible System to Address Sexual Misconduct

**Issue Addressed**: Transparency is key for an effective response to difficult issues such as sexual misconduct. While there is information about harassment in current Purdue documentation, the current available information on expectations for students in regards to sexual misconduct is lacking. To improve this, Purdue Student Government urges that the following steps be taken to improve communication between students and administration to create an effective response to sexual assault and harassment.

Strategy 1-A: Clarifying expectations for student conduct and university response

Having clear expectations of how our students should behave is important to see the correct behavior. Defining consent, sexual misconduct, and harassment must be made clear for the purposes of consistency and transparency. By addressing the below mentioned parts of the Title IX Anti-Harassment policy and Student Code of Conduct, a clearer vision of how Purdue looks to handle sexual misconduct will be reached and students will feel more protected, and a version of which we must not stray from for the safety of our students.

1-A.i. A university provided definition of informed consent, sexual assault, and harassment

* Consent by the university is defined as “affirmative, clear communication given by words or actions that shows an active, knowing and voluntary agreement to engage in mutually agreed upon activity”.[[1]](#footnote-1)

1-A.ii. Include Sexual misconduct information and definitions to the student code of conduct

* While in the Title IX policies these are clearly laid out, within the Purdue University Student Code of Conduct and Purdue University Bill of Student Rights there is no mention to sexual misconduct beyond the following: “Violations of the University’s Anti-Harassment policy and of the University’s Equal Opportunity, Equal Access and Affirmative Action policy, as well as the investigation and resolution of complaints made under those policies, are governed exclusively by the Procedures for Resolving Complaints of Discrimination and Harassment and not by these regulations” found in the section Regulations Governing Student Conduct, Disciplinary Proceedings, and Appeals, Section B student Conduct, Subsection 1 General[[2]](#footnote-2)
* While it is understandable that only the Harassment policy rules would be applicable in the procedures for resolving complaints, in order to make policy more transparent and understandable to students, it makes most sense to have an abridged version of the policy mentioned in the Student Code of Conduct, as to urge students the importance and severity sexual misconduct is.
* This would best fit under section B Student Conduct, Subsection 2 Conduct Subject to Disciplinary Sanctions. Beyond urging students of the severity of sexual misconduct, this would be an affirmation to survivors that this issue is one that the university takes extremely seriously.

1-A.iii. Clarified university response and revised student support during this response

* While the Harassment and Discrimination Complaint Resolution Process is set and explained in detail, there are some issues that come with it when looking from the lens of sexual misconduct.
* The statute of limitations for a complaint to be filed is within 120 days of an incident’s occurrence. While four months may seem like a long time, the amount of time that a survivor takes to process their assault varies from person to person, meaning that for some 120 days may be plenty but for others that is not enough time. We urge that the university consider extending the 120 day policy for complaints to allow more leniency in these cases.
* The “respondent” to any complaint will see the name of the complaint “unless the Vice President for Ethics and Compliance agrees to a Complainant’s request for anonymity”.[[3]](#footnote-3) The FAQ page concerning requests for anonymity is no longer available, and we request that this policy be made transparent to students.
* During the investigation of a complaint, two investigators are assigned to conduct the investigation. It has been suggested by students during tabling that survivors be provided a “case manager” or single person to help be their advocate and walk them through this university investigation that can be intimidating.
* While students are allowed to bring a support person to the meetings, this person is in no way allowed to speak on their behalf. It would be helpful for students to have an advocate that they know is on their side in this case. This could be true for both the complainant and the respondent during the investigation.

## 

## Strategy 1-B: Creating a platform for student reporting to the university

Accessibility and understandability are central to effective university policy. Platforms are essential to providing important reporting tools and policy resources to students.These websites need to be available and disseminated to all members of the Purdue community. Updates and edits to Purdue’s current websites are needed to better address sexual misconduct.

1-B.i. Update the current harassment website to be more inclusive to sexual harassment and assault specifically

* As outlined earlier in this section, the consolidation and centralization of information concerning university policy,definitions, and procedures surrounding sexual misconduct is essential to improving the reporting and processing at Purdue.
* Having a platform that organizes and presents this data in an easy and digestible way is central to students finding this information when needed.
* Sexual assault issues ought to be more prominetly and clearly presented on an updated website indicating Purdue’s dedication to these issues.

1-B.ii. Improve the understandability of Purdue’s policies

* As the American Association of University Professors urges “Policies and procedures must be clear, read­able, and accurate; information must be widely disseminated and readily accessible to all members of the campus community; and materials must include descriptive (opera­tional) definitions of sexual assault, rape, and other forms of sexual violence, explaining why these actions violate acceptable standards of conduct and, in some cases, constitute criminal offenses. Potential campus and criminal penal­ties should be made equally clear.”[[4]](#footnote-4)
* To ensure this occurs, Purdue ought to create another section under the Office of the Dean of Students within the resources tab which would include all the information outlined previously.
* Additionally, the official policy report should be included with a more simplified version present to ensure ease of understanding.

## 

## Strategy 1-C: Eliminating hearsay and confusion in regards to sexual assault through increased email statements and student press releases

By having a clear system of communication when combatting instances of sexual assault on campus, confusion and hearsay among students will decline. Students should be updated on instances of sexual misconduct in the same manner as shootings and muggings that happen close to or on campus. Providing follow-ups in these instances will give all Purdue students access to information that will allow them to take measures necessary to ensure their campus safety. Also, by demonstrating clear communication between different organizations on campus where these situations may occur, more efficient steps can be taken to ensure the safety of all students.

1-C.i. The university should update students on situations regarding sexual assaults on campus similar to what currently is done with shootings and muggings

* Similar to how texts and emails are put out when there are instances of shootings or muggings near campus, the university should put out texts and/or emails with updates regarding sexual assaults andthe disciplinary actions that follow
* According to statistics 20% of sexual assault victims choose not to report because they fear retaliation[[5]](#footnote-5). If the Purdue community is provided with updates on the disciplinary actions that follow an incident of sexual assault, victims will be more likely to report with the understanding that their university will support them—eliminating the fear of receiving backlash for speaking up
* In a study done by the Capital News Service of the University of Maryland, they found that… “among the 25 largest public universities, very few were willing to make public data about sexual assault reports, how many investigations they conducted annually and how many cases resulted in disciplinary actions or convictions”[[6]](#footnote-6)

1-C.ii.. The university should work with panhellenic councils (RISK) about transparency of incidents of sexual assault that may occur at a Greek life event

* In instances of sexual assault relating to social functions put on by the various fraternities or sororities on campus, the university can coordinate with the panhellenic council on their risk management of these social functions where sexual assault may occur. This may also help to eliminate hearsay in regards to the different Greek life houses on campus

# Goal 2: Destigmatization

Discussing and Destigmatizing the Issue of Sexual Assault on Campus

**Issue Addressed**:Sexual assault and the discussion around it is often seen as taboo, as is sexuality in general. As a result, victims can be less likely to report or seek help for their assault. According to RAINN, out of 1000 rapes, only 310 (31%) are reported to the police, only 50 of which lead to arrest, and only 25 perpetrators are incarcerated[[7]](#footnote-7). Among female college students, this statistic lowers even more. Only 20% of female students aged 18-24 report sexual violence to law enforcement, citing reasons such as fear of reprisal, thinking it is a personal matter, believing law enforcement will do nothing, and more[[8]](#footnote-8). The CDC reports that sexual violence can be prevented by discussing topics like sexual behavior, sexual communication, respect, and consent to instill healthy sexuality [[9]](#footnote-9). In this goal, we will form a plan to destigmatize talking about this topic as addressed below.

## Strategy 2-A: Purdue Administration makes policies more clear and discusses sexual assault more frequently to open the doors to student discussion.

This can be carried out by providing students with resources and areas to educate themselves on sexual assault and the steps Purdue is taking to combat this issue on campus. These resources may include more easily accessible information on events regarding information on sexual assault, resources for sexual assault victims provided by professors at the beginning of the year, and addressing sexual assault clearly in the student handbook. More information on specific Purdue policy is further discussed in the transparency section.

2-A.i. Purdue Administration will send out bi-weekly emails on the topic

* These emails can contain information related to if there have been incidents related to sexual assault recently, the action taken against the perpetrator, and safety tips. Names and identifying information should all be kept anonymous for victim safety and comfort, but general information related to this should be something the student body can hear about. There have been prior incidents that the students were never updated on, making them wonder if Purdue had taken action or been helpful.

2-A.ii. Purdue writing out procedures on the bottom of syllabus

* Each professor’s syllabus at Purdue has helpful information about various resources such as disability aid, COVID-19 guidelines, mental health resources, and more. Professors often read these out to the class within the first week. If we included campus resources related to sexual assault and who to report to, it would start a dialogue and assure students in the beginning of their time at Purdue that this is being taken seriously and help to make them feel comfortable.

2-A.iii. Address sexual assault in the student handbook

* Sexual assault goes unaddressed in the student handbook while non-sexual assaults related to other violence is. This is a glaring gap in assuring student safety. The lack of mentioning it in the handbook also makes it seem like a taboo topic not to be discussed which leads to a dangerous mindset of stigmatizing this issue. As stated above, underreporting is already rampant on college campuses as well. This is mentioned in more detail in the Transparency section.

## Strategy 2-B: SAFER and campus organization led events

By having student-led organizations, such as SAFER and any others that would be interested, talk to other students on the topic of sexual assault, will gradually make it seem less frightening. To accomplish this, organizations will hold different events as listed below. This will also include professionals periodically to better inform the student body and destigmatize further.

2-B.i. SAFER led information booths

* Having SAFER, a group of students, informing and engaging with other students in open discourse related to sexual topics will make it more casual to discuss sexuality on campus, further destigmatizing it.

2-B.ii. Annual Consent Carnival with educational focus

* The Consent Carnival delves into what consent is and how significant it is to always make sure you have it before engaging in sexual activities. SAFER makes this topic less frightening to talk about by incorporating it into trivia games and including prizes. This once again works to make the campus more open and destigmatize sexuality and sexual assault.

2-B.iii. Any other organizations that would like to hold events, such as University Residences, PSG, CARE, etc.

* With more organizations participating in these events other than SAFER will make the destigmatizing more widespread and effective.

2-B.iv. Obtain professional guest speakers and professionals to answer a panel questionnaire

* While students talking to students works to make a more casual environment around sexuality and sexual assault, there is a limit to how much students know. Inviting professionals to talk will give a stronger backbone to the facts being disseminated as they would directly study the topics they are discussing.

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# Goal 3: Student Education

Educating Students About Sexual Misconduct and the Criteria for Consent

**Issue Addressed**:Providing clear information and education regarding sexual misconduct helps to foster a safer environment and aid survivors in finding resources in the aftermath of an incident.[[10]](#footnote-10) Although Purdue provides some educational training and resources[[11]](#footnote-11) we propose providing additional educational training and events to further confirm and educate students on the importance of sexual assault prevention and Purdue’s safety measures regarding it.

## Strategy 3-A: Requiring testing, comprehension, and commitment to sexual misconduct and consent education.

In requiring a testing process we can not only examine where the students are at with their knowledge about sexual misconduct, but we can help facilitate their better understanding and eventual comprehension with the topic to create a safer and better educated Purdue.

3-A.i. Written student affirmation/contract for upholding Purdue’s standards for consent and sexual misconduct.

* This would consist of a signature by every Purdue student acknowledging Purdue’s standards and codes regarding sexual misconduct. It would be included within the testing module, and an example of the affirmation is listed below.

a.) “I, \_\_\_\_\_\_\_\_\_\_\_\_\_, consent to follow Purdue University’s code of conduct regarding consent and sexual misconduct as a student at Purdue, and I promise to uphold Purdue’s standards regarding sexual misconduct or face appropriate disciplinary action.” [Signature of Student]

3-A.ii. Acknowledgment of Purdue’s current policies[[12]](#footnote-12) and consequences[[13]](#footnote-13) for sexual misconduct.

* Purdue’s current policies and consequences for sexual misconduct will be included in the testing course, and the students’ written affirmation will also be required to acknowledge Purdue’s standards regarding sexual assault.

3-A.iii. Passing consent and sexual misconduct education course at the beginning of each academic year.

* This education course would include information regarding sexual misconduct and consent that students will be required to pass with a series of questions at the beginning of each academic year. This course will be built off of the current training course included in Purdue’s Pre-Arrival Homework, but will, instead, be a recurring event for students annually and will be a briefer version of this training. Although Title IX aims to promote education by “offer[ing] education and primary prevention, risk reduction and awareness programs”[[14]](#footnote-14) this training is brief and only conducted once; it does not have the lasting effect that a sexual assault training should have for students, nor does it acknowledge Purdue’s guidelines concerning sexual assault. Some potential sample questions are listed below.

a.) What is consent as defined by RAINN (Rape, Abuse, and Incest National Network)?

1. **acquiescence or compliance [with the proposition of another]**
2. one verbal “yes”
3. the lack of objection
4. There is a lack of consent if a person engages in a sexual act with another person by forcible compulsion or with a person who is incapable of consent because he or she is physically helpless, mentally defective or mentally incapacitated, or because of a victim’s age

b.) True or False? Indiana State Law does not have a definition for consent but defines forced action, incoherence and disability in the case of sexual assault.

1. **True**
2. False

## Strategy 3-B: Holding SAFER, Purdue PD, OSSR, and Purdue University sponsored events that educate students and staff about sexual misconduct and consent.

The explanation and instruction on the topic of sexual misconduct and consent through accessible events will foster a safer campus community[[15]](#footnote-15). These events will not only inform students, but dissuade and rebuke sexual misconduct as they enlighten the student body on the consequences[[16]](#footnote-16) of such heinous actions.

3-B.i. Host seminars both digitally and in-person.

* Instructional and discussion based seminars that both educate and address the questions of the student body

3-B.ii. Create larger scale events as extensions of BGR, student orientation, and each new semester's welcoming practices for education and to provide an interface for student/administration interaction.

* Events such as question and answer sessions, and student/administration interaction facilitated by online and in person programs that could be extensions of existing infrastructure like CAPS or their own new departments

3-B.iii. Holding a booth at the club advertising event in the CoRec.

* This booth would provide information about our committee but primarily would connect students to resources and education options

# 

# Goal 4: Resources

Resources and Commitment to Resources

**Issue Addressed**:By talking to the Purdue student body at a tabling event, the most salient result was that the students do not know what the resources are at Purdue, where to find them, or how to get help if something were to happen[[17]](#footnote-17). The following strategies plan to solve this issue to better inform the students and reduce the prevalence of sexaul assault and misconduct by engaing campus leadership and marketing the resources to students socially and institutionally [[18]](#footnote-18)*.*

## Strategy 4-A: Consolidation of Purdue and SAFER resources to improve accessibility, and transparency

In order for the Purdue student body to always be prepared and know what to do in the terrible event of themself or one of their friends being sexually assaulted, it is imperative to have tangible resources at the ready. This will enable them to quickly act and become safer once again. This can be carried out by

4-A.i. Provide SAFER resource cards[[19]](#footnote-19) at student events, BGR, and around campus for students at all times; also provide a resource liaison for all sexual assault and misconduct seminars/lectures/events that SAFER is involved with

* These resource cards are small (the size of a normal business card) and can be kept in one’s wallet, backpack, purse, or pocket.This resource would have numbers to call in case of an assault, reassuring students of their options.

4-A.ii. Purdue will make a streamlined website where all of this is located under a Purdue domain, something resembling the crime log or course catalogs.

* At tabling events, many students were not aware of the resources Purdue provides related to sexual assault. While researching this topic, the SAFER Committee also had difficulty finding this information. Purdue should make one website that encompasses all of those resources so that students do not have to struggle to find them. If someone has been assaulted, they have been traumatized already and are not likely to put effort into conducting this research. Thus, under-reporting may persist to be an issue.

4-A.iii. Provide a link tree with sexual assault resources on social media accounts

* After Purdue makes the streamlined resource, SAFER and any campus organization (such as PSG, the RA association, and more) that want to participate will provide a link tree of sexual assault resources on their social media accounts. Having these on social media accounts that Purdue students frequent will make it even more accessible so that students feel safe and know what to do in case of such an event.

4-A iv. Purdue support for survivors and/or those seeking help through existing institutions like CAPS and PUSH.

* Survivor mental health often suffers after traumatic events, such as an assault. Mental Health America details how survivors are at higher risk of developing PTSD, depression, anxiety, substance use disorders, and eating disorders[[20]](#footnote-20). By Purdue offering support for survivors as a resource, it speaks volumes to the college’s level of care for its student body/health.
* Potential ways to provide support include but are not limited to training therapists, hiring more specialized therapists or counselors, and/or having group-led discussions.

## Strategy 4-B: One-on-one interface with the SAFER team and Purdue officials

In having one on one interface with the body of SAFER, Purdue students can have the opportunity to inquire about resources, ask pertinent questions, and get help from people rather than impersonal “self-help” guides or automated messaging. In providing this service we can better attend to the student populus while fostering a community and campus built on openness and a prioritization of safety.

4-B.i. Opening the SAFER Instagram Direct Message to students so that we may participate actively in directing students to the proper resources, and answering time sensitive questions

* This would be a quick resource for students who need immediate help. SAFER’s Instagram is being monitored by the Social Media Chair at all times, making the Direct Messages an ideal place to be directed to the best resources in an efficient time.

4-B.ii. Providing Google Surveys to assess weaknesses in our programs and resources, as well as to provide a space for student feedback

* SAFER has held tabling events to see how the student body feels related to how Purdue is handling sexuality and sexual assault before, but there have been no formal surveys conducted. By using Google Surveys, the SAFER Ad Hoc committee and Purdue Student Government can strive toward always improving by addressing the issues that students provide feedback on.

4-B.iii. SAFER holding a semesterly event discussing resources directly with students, such as a seminar or tabling event

* The semesterly event would be a direct, face-to-face resource for SAFER to answer student questions.

4-B.iv. Having a sexual assault counselor or related group therapy through CAPS

* Both of these options would help the survivors know that they are not alone and can get the support they need. Even if the assault does not occur on Purdue campus, having this resource for students here will provide a safe space for them to get help for their previous traumas and assaults.

## Strategy 4-C: Clear advertisement and display of programs and resources

By clearly showing and displaying the resources Purdue has available (such as CARE, various call numbers, who to call in the case of what kind of emergency when assaulted), the students will not only know what to do in the case of being sexually assaulted, but it will also help the students to feel more reassured by knowing these are in place, even if they do not need to use them. This can be carried out by

4-C.i. Hang posters around Purdue campus of the resources available in clear to view areas.

* Posters can be hung around academic buildings, on signboards of residence halls, dining halls, etc. Currently, the only location that has resource signs are the restrooms sporadically while on campus. Most students will only give it a cursory glance while washing hands. By making this knowledge more widespread, students will better know their resources.

4-C.ii. Post resources to SAFER social media, PSG social media, and Purdue social media at large, to better inform students.

* The students are currently poorly informed on what to do if an assault occurs to them or a friend. In the age of technology, social media would be a great place to better advertise these resources.

4-C.iii. Have resources listed at bottom of the syllabus

* By including sexual assault resources that Purdue provides at the bottom of the syllabus, it would inspire professors to go over it at the beginning of each semester. This would ensure that students hear these resources early in their Purdue life so that they are informed from the start.

# 

# Goal 5: Support

Offering Support to Survivors of Sexual Misconduct

**Issue Addressed:** Purdue currently provides support through the Center for Advocacy, Response, and Education by having advocates available to provide assistance in numerous manners[[21]](#footnote-21); however, there are some gaps in the university’s provision of providing support to survivors of sexual assault.The strategies discussed below are intended to fill in any gaps in providing survivors with support in the aftermath of such events, especially as victims tend to struggle with turbulent emotions and experiences following sexual assault/harrasment.[[22]](#footnote-22)

## Strategy 5-A: Delineating methods and guidance for survivors who wish to take matters into the justice system.

By providing clear methods and legal support for survivors of sexual assault, students can receive legal justice with university support. Purdue currently provides legal services for other actions, such as leasing misconduct, and by providing legal support for sexual misconduct, this will aid victims of sexual assault and foster a safer community on campus.[[23]](#footnote-23)

5-A.i. Providing professionals to articulate the legal process.

* These professionals would be readily available and knowledgeable to explain the legal process to victims who are interested in reporting their incident. CARE already employs some services, but this would build upon their current services by providing professionals strictly educated in the legal department who are readily available.

5-A.ii. Resources that walk through the legal process one can take.

* Although CARE lists out available law enforcements in the area to contact, there are no resources that walk through the legal process once one contacts law enforcements. As “lack of resources”[[24]](#footnote-24) can be a barrier for those receiving help, we propose writing out the potential process of reporting a sexual assault in the legal system, detailing broadly what would occur and the necessary steps on CARE’s website.

5-A.iii. Providing legal representation.

* Purdue currently provides legal services for landlord disputes, criminal services, etc. Although, they observe a conflict of interest “when the adverse party in the matter is a Purdue [affiliate].”[[25]](#footnote-25) We advocate that this clause be removed for issues related to sexual misconduct of a Purdue student and that Student Legal Services provide legal services for all students seeking assistance for sexual assault regardless of the adverse party.

## Strategy 5-B: Delineating methods and guidance for survivors who wish to seek university sanctions against perpetrators.

By clearly delineating and centralizing the university protocols for sanctions against sexual perpetrators, victims of sexual misconduct will be more likely to seek action against perpetrators, and it will foster a safer community on campus.[[26]](#footnote-26)

5-B.i. Centralized case manager to guide individuals through the process.

* In order to have effective case manager relationships, a centralized approach to the system that maintains a single case manager throughout the entirety of the process is essential so that the victim receives no delays in receiving help.

5-B.ii. Resources that walk through the university sanctions for sexual misconduct.

* On CARE’s website, it details how the university will provide support for victims of sexual abuse by making accomodations.[[27]](#footnote-27) However, it details no resources or who to contact to receive these accommodations. We propose that they address who to contact about these accommodations and that the process of applying for university sanctions (i.e., who to contact, if evidence is needed) be detailed on the CARE’s site alongside this.

5-B.iii. Increase ease of communication with case managers.

* This would constitute having increased and prompt email services with respective case managers for survivors of sexual assault. This goes along with having a centralized case manager to prevent delays in victims receiving care and assistance.

## Strategy 5-C: Strengthening and defining mental health services specifically for survivors of sexual assault on Purdue’s campus.

Survivors of sexual assault/harrassment sometimes seek out mental health services for the aftermath of the misconduct. By strengthening and defining these services, survivors will be more likely and willing to receive assistance and prevent future mental health crises, as experiencing a sexual assault can increase the likelihood of mental illness.[[28]](#footnote-28)

5-C.i. Make receiving mental health services for survivors of sexual assault more accessible.

* CAPS’s process of receiving mental health services can often seem daunting, and those struggling tend to have a long delay in actually receiving services. We propose prioritizing victims of sexual assault in providing them with mental health assistance by providing them with individual therapy, as well as a group therapy session dealing with sexual assault.

5-C.ii. Hire more staff to provide mental health assistance in CARE and CAPS.

* This would enable more students to receive mental health services that need them, and it would encourage those who have undergone a sexual assault incidence to seek help by providing more people to assist them in the mental health process.

## Strategy 5-D: Distribute more funds to CARE and sources dedicated to targeting sexual misconduct.

By distributing further funds to such organizations, these organizations will have a greater presence on campus and will be able to provide more support for sexual misconduct on Purdue’s campus, dealing with the prevention and support of such.

5-D.i. Allocate existing funds in Purdue’s budget towards CARE.

* This would enable more staff to be hired for CARE and put a greater emphasis on sexual abuse services on Purdue’s campus.

5-D.ii. Find methods to raise money for CARE and other related organizations.

* This would entail raising money amongst students, alumni, and outside organizations by hosting donation events to raise money to promote advocacy for victims of sexual assault by providing futher funds to organizations, including CARE, who advocate for victims.

# Conclusion

The changes presented in this action plan provide Purdue Student Government and Purdue Administration the fundamentals to understand the current atmosphere surrounding sexual misconduct at Purdue. In order to approach this multifaceted issue productively, it's important for our committee to educate and spread awareness. Our vision of a secure campus can be realized if there is more transparency, destigmatization, education, resources, and available support within Purdue as we have outlined above.

By having access to student voices, and engaging in campus events the SAFER Ad Hoc Committee realized the necessity for larger systemic change as explicated above. Our committee will continue working towards a safer future at Purdue and as students, it is our responsibility to support and advocate for this change. In concurrence with our committee's steps taken forward, we anticipate a continued systemic change towards a safer Purdue. While the SAFER Committee recognizes that systemic change cannot happen without significant financial support, however, we believe that prioritizing the safety and wellbeing of the student body is more imperative.

Signatures:

Student Body President:

Student Body Advisor:

Student Activities and Organizations:

1. Title IX Harassment III.C.4

   <https://www.purdue.edu/policies/ethics/iiic4.html> [↑](#footnote-ref-1)
2. Purdue Statement of Integrity and Code of Conduct

   <https://catalog.purdue.edu/content.php?catoid=13&navoid=15921#statement-of-integrity-and-code-of-conduct> [↑](#footnote-ref-2)
3. Complaint Resolution Process- Harassment and Discrimination

   <https://www.purdue.edu/harassment/harassment/complaints.php> [↑](#footnote-ref-3)
4. Campus Sexual Assault: Suggested Policies and Procedures

   <https://www.aaup.org/report/campus-sexual-assault-suggested-policies-and-procedures> [↑](#footnote-ref-4)
5. The Criminal Justice System: Statistics

   <https://www.rainn.org/statistics/criminal-justice-system> [↑](#footnote-ref-5)
6. Despite #MeToo era, most top colleges share little on sexual assault

   [https://www.capitalgazette.com/news/ac-cn-cns-sexual-assaults-20190817-vocwixliuvanjotl3lx2dekz74](https://www.capitalgazette.com/news/ac-cn-cns-sexual-assaults-20190817-vocwixliuvanjotl3lx2dekz74-story.html)

   [-story.html](https://www.capitalgazette.com/news/ac-cn-cns-sexual-assaults-20190817-vocwixliuvanjotl3lx2dekz74-story.html) [↑](#footnote-ref-6)
7. The Criminal Justice System: Statistics

   <https://www.rainn.org/statistics/criminal-justice-system> [↑](#footnote-ref-7)
8. Campus Sexual Violence: Statistics

   <https://www.rainn.org/statistics/campus-sexual-violence> [↑](#footnote-ref-8)
9. Sexual Risk Behaviors Can Lead to HIV, STDs, and Teen Pregnancy

   <https://www.cdc.gov/healthyyouth/sexualbehaviors/index.htm> [↑](#footnote-ref-9)
10. Bystander Education Training for Campus Sexual Assault Prevention: An Initial Meta-Analysis by Jennifer Katz,

    PhD at <https://connect.springerpub.com/content/sgrvv/28/6/1054> [↑](#footnote-ref-10)
11. Ethics and Compliance Education Training

    <https://www.purdue.edu/ethics/ed-training/home.php> [↑](#footnote-ref-11)
12. Purdue University Title IX Harassment, Interim (III.C.4) at

    <https://www.purdue.edu/policies/ethics/iiic4.html> [↑](#footnote-ref-12)
13. Regulations Governing Student Conduct, Disciplinary Proceedings, and Appeals

    <https://catalog.purdue.edu/content.php?catoid=13&navoid=15921> [↑](#footnote-ref-13)
14. Title IX Harassment, Interim III.C.4

    <https://www.purdue.edu/policies/ethics/iiic4.html> [↑](#footnote-ref-14)
15. The Effect of Sexual Education on Sexual Assault Prevention

    <https://www.womennc.org/wp/wp-content/uploads/2015/04/2015-WomenNC-ResearchPaper-Effects-ofSexEduc-on-PreventSexAssault_Dana-Raphael0415.pdf> [↑](#footnote-ref-15)
16. Effects of Sexual Violence

    <https://www.rainn.org/effects-sexual-violence> [↑](#footnote-ref-16)
17. Tabling results available upon request [↑](#footnote-ref-17)
18. Sexaul Violence on Campus: Strategies for Prevention by the CDC at

    <https://www.cdc.gov/violenceprevention/pdf/campussvprevention.pdf> [↑](#footnote-ref-18)
19. The SAFER Resource Card

    <https://www.canva.com/design/DAETJK8WisE/flANQ-9WRzhCxD20VbWu4g/view?utm_content=DAETJK8WisE&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink> [↑](#footnote-ref-19)
20. Sexual Assault and Mental Health

    <https://mhanational.org/sexual-assault-and-mental-health> [↑](#footnote-ref-20)
21. Center for Advocacy, Response and Education

    <https://www.purdue.edu/odos/care/index.html> [↑](#footnote-ref-21)
22. Effects of Sexual Assault and Rape

    <https://www.joyfulheartfoundation.org/learn/sexual-assault-rape/effects-sexual-assault-and-rape> [↑](#footnote-ref-22)
23. Improving Responses to Sexual Assault Survivors, Vol. 28, No. 2

    <https://www.ncsl.org/research/civil-and-criminal-justice/improving-responses-to-sexual-assault-survivors.aspx> [↑](#footnote-ref-23)
24. Understanding the Barriers to Reporting Sexual Abuse

    <https://www.psychologytoday.com/us/blog/protecting-children-sexual-abuse/201910/understanding-the-barriers-reporting-sexual-abuse> [↑](#footnote-ref-24)
25. Frequently Asked Questions

    <https://www.purdue.edu/odos/sls/faq/index.html> [↑](#footnote-ref-25)
26. Barriers to Reporting Sexual Assault for Women and Men: Perspectives of College Students

    <http://www.middlebury.edu/media/view/240971/authentic/sable_article.pdf> [↑](#footnote-ref-26)
27. University Support

    <https://www.purdue.edu/odos/care/help/options/university.html> [↑](#footnote-ref-27)
28. Sexual Assault and Mental Health

    <https://www.mhanational.org/sexual-assault-and-mental-health> [↑](#footnote-ref-28)