

# **Students' Union of St. Thomas University, Inc.**

## **Policy Manual**

A Policy respecting General Principles and Operations

This policy may be cited as the "General Policy."

### **Statements of Principle**

1. The Students' Union supports the unimpeded access of students to University facilities, services, and courses, and will strive to ensure that issues of accessibility are strongly considered by the University administration.
2. The Students' Union supports a safe and secure campus, and shall lobby for well-lit, patrolled pedestrian areas throughout campus, traffic controls, and properly maintained walkways and roadways.
3. The Students' Union supports autonomous House Committees in each residence at St. Thomas University, and supports the right of residents to be consulted on the regulations of their residence and to effect positive change to living conditions therein.
4. The Students' Union supports an autonomous and self-sustaining campus media, and shall not infringe upon the independence of *The Aquinian, Inc.*, CHSR-FM, and any other recognized student campus media publication.

### **Offices of the Union**

1. The Students' Union shall maintain adequate office facilities for the undertakings of the Union, and that office shall be open from 9:00am to 5:00pm Monday through Friday.

### **Legal Counsel**

1. The Students' Union shall, at all times, retain legal counsel.

### **Directors' and Officers' Liability Insurance**

1. The Students' Union shall, at all times, retain a Directors' and Officers' Liability Insurance policy.

### **Alcohol**

1. Alcohol shall not be purchased by or billed to the Students' Union.

2. The Students' Union may contract a beverage service for the purposes of providing alcoholic beverages only when such service is available to the entire membership of the Union, and such a contract is approved by the SRC.

## **Public Relations**

1. The Students' Union shall publish a student handbook and date planner each September, which shall contain information regarding the Students' Union, the University, the community, important services and any other information as the Editor should see fit. The Editor shall be the Vice President Administration, and shall raise revenues through advertising in the publication to enhance the quality and number of publications produced.

2. The Students' Union shall publish the *Aquinas* Yearbook each year, and shall provide a copy of the Yearbook free of charge to all graduating students, and at a reasonable cost to all other interested individuals. The Yearbook shall be produced by the Yearbook Editor.

3. All press releases in the name of the Students' Union shall be approved by the Students' Executive Council.

4. The Students' Union shall not endorse any political party, though it may, as a matter of policy, endorse specific proposals or principles.

5. The Students' Union and affiliated organizations shall not accept advertising which is discriminatory in nature, nor shall they accept advertising from persons or organizations promoting discrimination or hate.

6. The Students' Union shall maintain a bulletin board, where all official notices, including writs of election, minutes of meetings of the SRC, financial reports and other business shall be posted.

7. The Students' Union shall maintain a website, where all official notices, including writs of election, minutes of meetings of the SRC, financial reports, budgets, current governing documents, and other business shall be posted.

## **Residence Representatives**

1. The Students' Union, in recognizing the independence of House Committees, shall require the following of the House Committee in seating any delegated Residence Representative on the Students' Representative Council: a letter, signed by the President or designated alternate of the House Committee, indicating the results of the election of the delegated Representative, or the majority vote of the House Committee appointing the delegated Representative.