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Finding Aid to the NDSU Student Government Records, 1968-2006

NDSU Student Government

NDSU Student Government Records, 1968-2006

8.5 linear ft.

Record Group 27.2

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OVERVIEW

Links: [Student Government records, 1941-1982](#)

Access: The collection is open under the rules and regulations of the University Archives.

Provenance: Donated by NDSU Student Government, 2005 (Acc 555), 2007 (Acc. 650).

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Citation: [Identification of item]. NDSU Student Government Records, University Archives, North Dakota State University, Fargo.

HISTORY

The first evidence of student government at NDSU appears in the NDAC Catalogue for 1893-94. The students elected officers and established rules to maintain discipline among themselves. Student government was not mentioned again until 1911 in the NDAC *Agassiz*. In the winter of 1910, the students had adopted a student council form of government as a result of their desire for a “more direct and rapid means of conducting the business affairs of the student body.” The council included a total of thirty representatives, “composed of five members from each of the college classes, [and] two from every

one of the college courses.” In 1915, the organization changed its title to Student Commission along with ratifying a new student body constitution. During the 1953-1954 academic year, the governing body ratified another new student body constitution, in which they changed the name from Student Commission to Student Senate. The title of Student Commission was transferred to the chairman of the boards created by Student Senate; these commissioners became members of the Student Body President’s cabinet. The Student Senate consisted of eighteen Senators elected by the student body; twelve senate positions were created to serve two-year terms, and six senate positions were created to serve one-year terms. The Student Senate is the current form of student government at NDSU today.

SCOPE AND CONTENT

The NDSU Student Government Records includes documents collected and produced by the Student Senate from 1968 through the spring of 2006; however, the bulk of the material derives from the 1980s and 1990s. These records have been arranged into six major series:

- 1) **Student Senate Organizational Documents Series**
- 2) **Student Senate Commissions and Committees Series**
- 3) **Student Senate Meeting Documents Series**
- 4) **University Senate Series**
- 5) **Subject Files Series**
- 6) **Scrapbook Series.**

The creation of the first four series, especially the Student Senate Meeting Documents Series, deviates somewhat from the original order of the records. When these records came into University Archives possession, they were in several binders used by individual Student Senators and they contained multiple copies of the documents. These binders were disassembled, the documents compared and at least one copy of each document was retained. In some cases, multiple copies of a document were retained if there were significant handwritten notes or other alterations on them. The overall organization reflects the organization of these binders.

The [Student Senate Organizational Documents Series](#) includes all documents pertaining to the daily operation of Student Government. The bulk of these documents were created or used in the 1980s and 1990s, although some of the Student Government Orientation documents go back to 1968, and information about individual Student Senators extends to 2004. The Student Body Constitutions may be of particular interest to researchers and cover the years 1970 to 2000. Many of these documents were originally part of the Student Body President and Vice President’s material, or in their own folders, and were likely kept in the Student Government office for reference.

The [Student Senate Commissions and Committees Series](#) has been further divided into eight sub-series:

- 1) Academic Affairs and Student Services (AASS) Commission
- 2) Congress of Student Organizations (CSO) Commission

- 3) Finance Commission
- 4) Government Relations and Intercollegiate Affairs (GRIA) Commission
- 5) Campus Committee
- 6) Health and Wellness Committee
- 7) Parking Committee
- 8) Yearbook Committee

These sub-series were arranged alphabetically by commission or committee title. Within each sub-series, the materials are presented in the original order used by the commissioners or committee members in their own files. However, since several sets of documents existed, these files were disassembled and combined. Only exact copies were discarded; anything altered by commissioners or committee members was retained.

The AASS Commission sub-series is comprised of documents collected and created by the commission in addressing academic and student service concerns on behalf of the student body.

These documents include correspondence dating from 1976 to 1992, and meeting minutes dating from 1975 to 1983. The bulk of the material consists of course proposals and change forms from the 1980s and 1990s. These proposals and change forms document the addition of new courses and changes to existing courses offered at NDSU.

The CSO Commission sub-series is comprised of documents relating to NDSU student organizations.

The CSO Commission is the official liaison between the Student Government and all student organizations on campus. Material in this series includes CSO meeting minutes from 1980 to 2003 and CSO annual reports from 1984 to 2002. The CSO was also responsible for tracking the status of student organizations. Student organizations had to be recognized by the CSO in order to receive funding from Student Government. The Status Lists and Proposals from 1978 to 2002 may be of particular interest in tracking the activity of student organizations.

The Finance Commission sub-series consists primarily of budget requests and reports from the late 1970s through 2006 and meeting minutes from 1978 through 1995. The Finance Commission is responsible for overseeing the disbursement of Student Government funds which were generated by student activity fees. These records are very complete for the approximate twenty year span.

The GRIA Commission sub-series includes material created and collected by the commissioners whose purpose was to create relationships with various governmental agencies and other universities. One large group of material relates to the North Dakota Student Association, and includes the NDSA constitutions from 1972 to 1999, correspondence from 1977 to 1998, and minutes from 1976 to 1999. The material from the Tri-College University (TCU), which is comprised by NDSU, Minnesota State University Moorhead, and Concordia College, is not nearly as complete. This material dates mostly from the late 1970s and early 1980s, and a significant portion of it is left undated, including several pages of handwritten notes. However, the NDSA and TCU material records the GRIA Commission's work in creating relationships with other universities. The GRIA Commission Series also includes a great deal of research material they collected regarding the North Dakota State Legislature and State Board of Higher Education. The GRIA Commission's material dates from the 1980s and 1990s, with the bulk of the

material between 1993 and 1999. These records document the GRIA Commission's attempt to track and influence state policies affecting higher education.

The Campus Committee sub-series includes meeting minutes and correspondence from 1971 through 1983, pamphlets from 1972 through 1984, and the Plan for Campus Development (including drafts and the final publication) from 1967 to 1978. The pamphlets cover various issues such as parking and traffic regulations, student safety, and campus maps.

The Health and Wellness Center Committee sub-series is very extensive and covers the role Student Government played in the planning process of the center. The bulk of the material includes research members of the committee collected from other universities that had built a similar center. This material is alphabetized by school name. This series also includes the committee meeting minutes from 1991 to 1997, and surveys conducted to assess the needs of the student body.

The Parking Committee sub-series is a very incomplete set of records that span the years 1994 to 1996. The memos, meeting minutes, and other correspondence document the process of distributing funds generated by parking permit sales and fines. Included in this sub-series are a few proposals for possible use of the funds.

The Yearbook Committee sub-series is a very incomplete set of records that span the years 1976 to 1982. Included in this sub-series is a 1976-1977 Yearbook Proposal presented to the Board of Student Publications (BOSP), the BOSP 1979 – 1980 budget, a 1981 issue of a magazine for yearbook design, and the 1982 Yearbook Committee Report.

The [Student Senate Meeting Documents Series](#) has been further divided into eight sub-series:

- 1) Student Senate Agendas and Minutes
- 2) Student Senate Bills
- 3) Student Senate Contingency Requests
- 4) Student Senate Executive Committee Minutes
- 5) Student Senate Reallocation Requests
- 6) Student Senate Requests for Reserve Funds
- 7) Student Senate Resolutions
- 8) Student Senate Special Project Requests

Many of the Student Senators kept Student Senate meeting documents for their own reference in binders, which were included in the records accessioned by the University Archives. These binders were disassembled and combined into one complete set of records dating from the mid-1970s through the fall of 2006. Duplicate copies of documents were retained if they had significant handwritten notes or other alterations. The overall arrangement of these records reflects the arrangement utilized by the Student Senators in their binders (agendas and minutes were not separated). Since the arrangement of the other documents varied among individuals, they were arranged alphabetically.

The Student Senate Agendas and Minutes sub-series span the academic years 1975-1976 through 2004-2005. The 1991-1992 academic year has been broken down into two folders due to the large volume of documents. Documents from the 1997-1998 academic year actually only reflect the activity of the spring semester, due to the absence of the fall semester's documents.

The Student Senate Bills sub-series spans the years 1995 through 2006. These bills were used to make official changes to the Student Government Code, the Student Body Constitution, and to respond to other matters put before the Student Senate. The bills are coded SB (Senate Bill) and then numbered in order they are presented following with the academic year they were presented. For example, SB-1-95 was the first Senate Bill proposed in the 1994-1995 academic year. There are a few gaps in the series, but it is, for the most part, very complete.

The Student Senate Contingency Requests sub-series spans the years 1981 through 2005. The Student Senate began using this process to address funding needs that arose throughout the academic year. These requests are arranged chronologically based on the date they were submitted or on which they were considered.

The Student Senate Executive Committee Minutes sub-series spans the years 1988 through 2000. The Student Senate Executive Committee was comprised of the Student Body President, Student Body Vice President, Student Senate Secretary, and the commission and committee chairpersons. For unknown reasons, the spring semester documents from the 1997-1998 and 1998-1999 academic years were not included in the accessioned material.

The Student Senate Reallocation Requests sub-series spans the 2000-2001 academic year and also includes some undated requests.

The Student Senate Requests for Reserve Funds sub-series spans the 2004-2005 academic year.

The Student Senate Resolutions sub-series spans the years 1974 through 2005. The resolutions passed prior to 1983 were coded A-1, A-2, B-1, B-2, etc. After 1983, the resolutions were coded similar to the Student Senate Bills. For example, SR-1-83 is for the first Senate Resolution in the 1982-1983 academic year. Student Senate Resolutions were a means for Senators to make official public statements on behalf of the NDSU Student Body, to make changes to the Student Body Constitution, and to record prevalent sentiments for future Student Senators to remember.

The Student Senate Special Project Requests sub-series spans the 2004-2005 academic year.

The [University Senate Series](#) consists of documents collected by Student Senate representatives involved in the University Senate sessions and committees. These documents date from 1973 to 2002, but the bulk of the material dates from the 1980s and 1990s. Strong areas in this series are the University Senate meeting minutes from 1978 to 2002, and the President's Cabinet minutes from 1995 to 1998.

The [Subject Files](#) are arranged alphabetically and include documents from other groups or about certain issues with which Student Government was affiliated or interested in but not directly involved. Some

areas of interest to research may be the documents created by University Search Committees, the materials documenting transit issues, which include implementing the campus circulator, and the materials documenting issues revolving around student tuition and fees.

The [Scrapbook Series](#) is comprised of seven scrapbooks documenting Student Government activity between 1981 and 1997. Although there are some gaps, these scrapbooks contain newspaper articles from *The Spectrum*, NDSU's student newspaper, *The Forum*, Fargo-Moorhead's local newspaper, and other sources documenting issues affecting campus life and higher education in North Dakota. The most recent scrapbooks also include photographs of the Student Government Officers and Senators.

BOX AND FOLDER LIST

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1/4	Orientation, 1968-1982
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1/6	Position Descriptions & Applications, 1985-2004
1/7	Residence Hall Constitutions, undated
1/8	Retreats & Conferences, 1994-1996
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Congress of Student Organizations (CSO) Commission

1/24 Guidelines and Policies, 1982-1999, undated
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 2/2 Status Lists & Proposals, 1978-2002
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 2/4 Student Leadership & Program Awards, 1999-2003
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 2/15 NDSA Constitutions, 1972-1999, undated
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 2/20 North Dakota Intercollegiate Student Legislature, 1993-1994
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 2/24 North Dakota State Board of Higher Education Material, 1993-1999
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 2/26 North Dakota State Board of Higher Education Material, 1993-1999
 3/1 Tri-College University (TCU) Pamphlets & Annual Reports, 1973-1979
 3/2 TCU Budgets, 1976-1978
 3/3 TCU Articles of Incorporation & Procedural Documents, undated
 3/4 TCU Programs, 1970s, undated
 3/5 TCU Examples of Cooperative Programs, undated

- 3/6 TCU Notes, undated
- 3/7 TCU NDSU Tri-College Committee Minutes, 1977
- 3/8 TCU MSU Student Senate Minutes, 1982-1983
- 3/9 TCU Academic Council Minutes, 1976-1979
- 3/10 TCU Correspondence & Memorandums, 1970-1977, undated
- 3/11 TCU Newsletters, 1973-1981; News clippings, undated

Campus Committee

- 3/12 Plan for Campus Development, Drafts & Final Publication, 1967-1978
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- 3/14 Annual Report, 1971-1976
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- 3/17 Projects, undated [blueprints separated to NDSU Blueprint Collection]
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