



MOTION

Rensselaer Union 56th Student Senate

Date: 03/25/2025 | Motion #56-01

WHEREAS the Class Councils and the Graduate Council do not currently have a mailing list to effectively reach their constituents;

WHEREAS the lack of a mailing list is hindering the Class Council's ability to communicate important information to their respective constituents;

WHEREAS the Student Senate has determined that it is necessary for the Union to adopt a policy to address this issue and improve communication;

WHEREAS the Union Administration currently constructs class lists for elections; and

WHEREAS the Student Senate is the chief legislative and policymaking branch of the Rensselaer Union;

It shall hereby be the policy of the Rensselaer Union that:

The following policy be made part of the standing policy of the Rensselaer Union and this action of the 56th Student Senate be referred to as the "2025 Class Mailing List Policy". Definitions not contained within are found in the "Common Organizational Terms Act of 2024".¹

SECTION 1: Mailing Lists. The Mailing Lists that will be created or impacted by this policy and their memberships are defined below:

(a) The Undergraduate Class Mailing Lists

- (i) Four separate Mailing Lists, one for each of the current undergraduate class years.
- (ii) These shall be referred to as the "Class Council Lists".

(b) The Graduate Class Mailing List

- (i) A Mailing List for the entire Graduate student body of the Union.
- (ii) This shall be referred to as the "Graduate Class List".

(c) The Fraternity and Sorority Mailing List

¹ <https://rpi.box.com/v/commondefinitions>



- (i) A Mailing List for all Greek-affiliated members of the Union.
- (d) Membership will be drawn within 4 weeks of the end of the general election and updated according to the registration of Union members by the class or affiliation registered to vote.
 - (i) The Union Administration will make reasonable efforts to continuously update the list throughout the academic year.
- (e) Mailing Lists that are not specified in this policy will be unaffected.
- (f) This policy will be superseded by any Institute-wide policy for mailing lists.

Section 2: Roles and Responsibilities of Union Administration. The Union Administration will be responsible for the creation, membership, and administration of the aforementioned mailing lists.

- (a) They may direct a Union System Administrator to populate the mailing lists with the previously defined membership.
- (b) They will be responsible for access and approvals to the mailing lists, which will be updated to reflect changes from the general elections or vacancies.
- (c) They will be responsible for drafting the membership of the aforementioned lists.
- (d) They will be responsible for the interpretation of the definitions in this policy.
- (e) They will be responsible for the technical details of the implementation.

Section 3: Access and Approval. Access will be defined as the ability to send to a mailing list. Approval will be defined as the technical ability to approve the email to be mass-sent to the students.

- (a) Class Council Lists
 - (i) The President of each respective Class Council will have access to the mailing list; the individual Class Council may designate additional individuals.
 - (ii) The Undergraduate President will be able to approve all emails.
 - (iii) The Union Administration will take the primary role in approving all emails sent.
- (b) Graduate Class List
 - (i) The President of the Graduate Council will have access to and be able to approve all emails; they may designate additional individuals to have access but not approval to the mailing list.



- (c) The Grand Marshal and President of the Union will have access and approval to send emails to all mailing lists created under this policy.

Section 4: Suspension of Access.

- (a) The Undergraduate Council may suspend the access of any Class Council to their respective class list for inappropriate usage, with appeal power resting in the Judicial Board.
 - (i) The Union Administration may temporarily suspend the access of any Class Council to their respective class list for inappropriate usage, pending a vote of the Undergraduate Council.
- (b) The Union Administration may temporarily suspend access to any mailing list for inappropriate usage, established by this policy, other than the Class Council lists, pending review of the Judicial Board.
- (c) Inappropriate access shall be defined as sending out emails in violation of Union policy, Institute policy, federal or state laws, or other abuse of the email, including but not limited to, excessive non-relevant emails, personal gain, distributing sensitive information, sending messages that contain hate speech, harassment, discrimination or threats, false information, personal attacks, forwarding malicious link or attachments, or messaging that attempts to manipulate the election.

So MOVED BY

Web Technologies Group

03-00-00

VOTE BY ROLL-CALL

15-00-01

PASSES | FAILS

Presented By

Williams Chen

Web Technologies Group Chairperson