



# Senate of the Associated Students of the University of Nevada

*88<sup>th</sup> Session, 2020-2021*

## AN ACT TO AMEND NSURJ DUTIES IN THE SAS

Bill Number: 18

Authored By: Senator McElhoes and Senator Franzen

Sponsored By: The Committee on Government Operations

*Whereas*, the Nevada State Undergraduate Research Journal provides a universally accessible, student run, and highly selective peer reviewed journal targeted at undergraduate students;

*Whereas*, the Statutes of Associated Students is unclear regarding the duties of the Director of Undergraduate Research advisor;

*Whereas*, the leadership structures of the Nevada Undergraduate Research Journal had been modified to no longer include Advisor Ex Officio;

*Whereas*, outlining the specific duties for the Director of Undergraduate Research advisor in the governing documents makes the expectations for the job and duties clear;

*Whereas*, in order for the Association to be more transparent to people interested in the position it is necessary the statutes accurately reflect personnel structures as they stand;

*Be it enacted*, the Statutes of the Associated Students reflect the changes in Addendum A.

Adopted in Senate on December 2nd, 2020

Attest:

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Keegan Murphy, Speaker of the Senate

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Dominique Hall, President of the Associated Students

I certify that this Act originated in the Senate.

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Hope Cronan, Senate Secretary

## Addendum A

# CHAPTER 1103: ASUN -NEVADA STATE UNDERGRADUATE RESEARCH JOURNAL

### SECTION 01: MISSION STATEMENT

The mission of the Nevada State Undergraduate Research Journal (NSURJ) shall to educate, support, and provide a competitive edge for all students in the NSHE system and Sierra Nevada College. This shall be accomplished by providing a universally accessible, student run, and highly selective peer reviewed journal specifically targeted at the undergraduate students of the NSHE system and Sierra Nevada College. Additionally, the ASUN shall maintain a mutually beneficial relationship with the University of Nevada 's Office of Undergraduate Research, to facilitate research to be published in the journal.

### SECTION 02: PURPOSE

The purpose of NSURJ is to:

- a) Provide an outlet for the publication of original, undergraduate research.
- b) Review, critique, and prepare undergraduate submissions for professional publication.
- c) Promote undergraduate research and publication in NSHE and Sierra Nevada College

### SECTION 03: STRUCTURE

The following positions shall compromise the personnel of Research Journal.

- a) Faculty Advisor: There shall be one faculty advisor, appointed by the Vice President of Research, whose duties include:

- 1) Overseeing the program, meeting regularly, acting in an advisory capacity to the students who run the journal, and ensuring infrastructure is in place that will support the journal.
- 2) Meet regularly with editors.
- 3) Manage the NSURJ budget.
- 4) Present the state of the journal at least once per year to the state.
- 5) Make sure student editors complete a semesterly financial review before the budget finance committee.

~~b) Advisor Ex Officio: The director of the ASUN, or their appointee, shall be an ex-officio member of the journal faculty. The advisor ex-officio shall meet with their senior editors of the journal on a regular basis to assess the condition of the journal.~~

- c) Senior Editors: There shall be no less than two senior editors.

- 1) The senior editors shall be undergraduate students of upper class standing who represent a multiplicity of disciplines and fields.
- 2) Senior editors shall be responsible for overseeing the publication process including solicitation, review, and acceptance or rejection.
- 3) Senior editors shall be responsible for publishing and archiving final manuscripts and shall work with authors to prepare submissions to be reviewed by referees.
- 4) Senior editors shall be responsible for seeing Associate Editors.

Addendum A

- 5) Senior editors shall compile and present a summary report on the journal to the Senate Sub-Committee on Academics, as well as the faculty advisor and the advisor ex officio, within a month of journal publications or at the request of the Sub-Committee on Academics. The report shall include:
- i) An overview of the published journal.
  - ii) A data summary on submissions including acceptance, rejection, and point of origin.
  - iii) Report on the current status of NSURJ as a department.
  - iv) The senior editor's recommendations proceeding forward.
- 6) Associate Editors: There shall be no less than four Associate Editors.
- i) Associate Editors shall be undergraduate students representing a multiplicity of disciplines and fields.
- 7) Referees: There shall be no less than two referees selected for each submission.
- i) Referees shall be faculty or graduate students specifically selected by senior editors for their enterprise relevant to the content of the submission.
  - ii) The referees shall review and critique the submission.
  - iii) The referee shall then return the critiqued submission along with their suggestions to the editor.