



## MEMORANDUM

**To:** ASOSU Student Government

**Date:** April 4<sup>th</sup>, 2023

**From:** Ethan Hampton, ASOSU Judicial Council Vice-Chair

**Sensitivity:** ASOSU Internal

**Subject:** Prepare For The Term Ahead

We are heading into the busiest term ASOSU has seen in the past decade(s). Our statutes need a complete rewrite, there are plans to adjust student government wages again, we will have a new advisor, and there is all the normal business that needs to continue. There is little flexibility in the timeline and little margin for error.

My position within this organization does not grant me a great deal of power in this area, but I felt it apt to write out the things I think we should be focusing on as an organization as we head into this busy time. The below are my opinions, which are intended to promote a dialog and create a shared understanding about what we have ahead of us this term.

I am asking for a continued balance of seriousness, joviality, and professionalism as we strive to set ASOSU up for the years to come. This isn't to say that we can't have any fun or the culture of ASOSU goes away, but we do need to be conscious regarding the importance of the work we are doing relative to the institution of OSU. ASOSU funds programs and activities that impact every single student on campus. A functioning student government is required by Oregon law because of the critical impact it has on student success.

With that in mind, here is what I ask of us all in the term ahead:

### 1. Be respectful

A lack of respect for each other continues to permeate this organization. We all have the same base goals for student government, we just have different ways we want to achieve them. Petty personal attacks and lack of respect don't further those goals, and in a majority of cases will actively hinder their achievement.

By nature, this organization is bound to be political. We still need to hold ourselves to the highest standards of respect and decency. This goes along with being clear in our communications and intent.

### 2. Take care of yourself

If we want to care for ASOSU, we need to take care of ourselves too. Communicate when you are feeling burnt out, sick, or stressed, then do something about it. Your schoolwork and personal well-being is your top priority not ASOSU. If those needs aren't met, then you won't be productive within ASOSU.

Think back to the last few weeks of winter term. We were all stressed, which resulted in an unacceptable level of drama.

### 3. Do the work

It is going to take a lot of effort to accomplish all the tasks we are targeting for this term. This means clocking in and actually working. This means attending meetings so we aren't

worrying about making quorum. This means setting your respective body (House, Senate, Cabinet, Committee, etc.) up for success regardless of your position. This means reading things thoroughly before you discuss them ("line by line" is the magic phrase if I ask). As we start getting closer to the deadlines, last minute work isn't going to cut it. Let's be purposeful about the work we are doing now.

4. Don't get in the way

Want a guide to sabotaging ASOSU? Check out the included appendix (though some of you have likely seen it before). This was originally used in WWII by the CIA as part of a guide to sabotage the Axis powers. I definitely see some of the same actions used unintentionally within this organization. We shouldn't be doing that.

Democracy is an inherently inefficient process. This is good and important. But that doesn't mean we should tolerate all inefficiencies as a result. Let's make a point to be personally efficient, which helps the process as a whole be efficient as well. Compromise is a powerful tool.

5. Hold each other accountable

The governing documents exist for a reason. If someone is doing something which violates the governing documents or these five points, then respectfully and privately let them know! There are several formal and informal ways (including writs ☺) to escalate as needed. Clear expectations, clear feedback, and clear consequences help build a positive, high-performing organization made up of people who trust each other.

I know it isn't realistic to expect perfection, but I don't think these five things are asking for perfection either. We should strive to make a positive impact that will last beyond our finite time at this institution, however imperfect the journey is.

I'll end this with some dates to keep in mind (assuming no conference committees are needed). I'm ignoring meetings in week 9 because passing anything the day before the deadline is absurd.

**Week 5 (May 3<sup>rd</sup> House meeting)** - The latest introduction date where any budgetary legislation can receive two readings in each body and pass by the end of the session.

**Week 6 (May 9<sup>th</sup> Senate meeting)** - The latest introduction date where any structural legislation can receive two readings in each body and pass by the end of the session.

**June 1st at noon** - The revised statutes must be signed and compatible with the new constitution. The term of office for many of you ends and a new Senate session is started.

Please reach out if you have any questions or simply want to talk. The reason I care about ASOSU is because of the impact each of you have on me every day. Let us make this a productive term!

Respectfully,



Ethan M. Hampton

*Editor's Note: This is sections 11,12 of the OSS's Simple Sabotage Field Manual, a 1944 document that has been declassified. The OSS became the CIA after WWII. The full document is [here](#).*



## **(11) General Interference with Organizations and Production**



### **(a) Organizations and Conferences**

- (1) Insist on doing everything through "channels." Never permit short-cuts to be taken in order to, expedite decisions.
- (2) Make "speeches." Talk as frequently as possible and at great length. Illustrate your "points" by long anecdotes and accounts of personal experiences. Never hesitate to make a few appropriate "patriotic" comments.
- (3) When possible, refer all matters to committees, for "further study and consideration." Attempt to make the committees as large as possible - never less than five.
- (4) Bring up irrelevant issues as frequently as possible.
- (5) Haggle over precise wordings of communications, minutes, resolutions.
- (6) Refer back to matters decided upon at the last meeting and attempt to reopen the question of the advisability of that decision.
- (7) Advocate "caution." Be "reasonable" and urge your fellow-conferrees to be "reasonable" and avoid haste which might result in embarrassments or difficulties later on.
- (8) Be worried about the propriety of any decision -raise the question of whether such action as is contemplated lies within the jurisdiction of the group or whether it might conflict with the policy of some higher echelon.

## **(b) Managers and Supervisors**



- (1) Demand written orders.
- (2) "Misunderstand" orders. Ask endless questions or engage in long correspondence about such orders. Quibble over them when you can.
- (3) Do everything possible to delay the delivery of orders. Even though parts of an order may be ready beforehand, don't deliver it until it is completely ready.
- (4) Don't order new working materials until your current stocks have been virtually exhausted, so that the slightest delay in filling your order will mean a shutdown.
- (5) Order high-quality materials which are hard to get. If you don't get them argue about it. Warn that inferior materials will mean inferior work.
- (6) In making work assignments, always sign out the unimportant jobs first. See that the important jobs are assigned to inefficient workers or poor machines.
- (7) Insist on perfect work in relatively unimportant products; send back for refinishing those which have the least flaw. Approve other defective parts whose flaws are not visible to the naked eye.
- (8) Make mistakes in routing so that parts and materials will be sent to the wrong place in the plant.
- (9) When training new workers, give incomplete or misleading instructions.
- (10) To lower morale and with it, production, be pleasant to inefficient workers; give them undeserved promotions. Discriminate against efficient workers; complain unjustly about their work.
- (11) Hold conferences when there is more critical work to be done.
- (12) Multiply paper work in plausible ways. Start duplicate files.
- (13) Multiply the procedures and clearances involved in issuing instructions, pay checks, and so on. See that three people have to approve everything where one would do.
- (14) Apply all regulations to the last letter.

## **(c) Office Workers**



- (1) Make mistakes in quantities of material when you are copying orders. Confuse similar names. Use wrong addresses.

- (2) Prolong correspondence with government bureaus.
- (3) Misfile essential documents.
- (4) In making carbon copies, make one too few, so that an extra copying job will have to be done.
- (5) Tell important callers the boss is busy or talking on another telephone.
- (6) Hold up mail until the next collection.
- (7) Spread disturbing rumors that sound like inside dope.

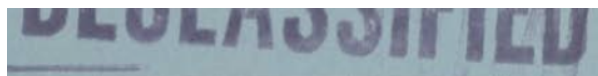
### **(d) Employees**

- (1) Work slowly. Think out ways to increase the number of movements necessary on your job: use a light hammer instead of a heavy one, try to make a small wrench do when a big one is necessary, use little force where considerable force is needed, and so on.
- (2) Contrive as many interruptions to your work as you can: when changing the material on which you are working, as you would on a lathe or punch, take needless time to do it. If you are cutting, shaping or doing other measured work, measure dimensions twice as often as you need to. When you go to the lavatory, spend a longer time there than is necessary. Forget tools so that you will have to go back after them.
- (3) Even if you understand the language, pretend not to understand instructions in a foreign tongue.
- (4) Pretend that instructions are hard to understand, and ask to have them repeated more than once. Or pretend that you are particularly anxious to do your work, and pester the foreman with unnecessary questions.
- (5) Do your work poorly and blame it on bad tools, machinery, or equipment. Complain that these things are preventing you from doing your job right.
- (6) Never pass on your skill and experience to a new or less skillful worker.
- (7) Snarl up administration in every possible way. Fill out forms illegibly so that they will have to be done over; make mistakes or omit requested information in forms.
- (8) If possible, join or help organize a group for presenting employee problems to the management. See that the procedures adopted are as inconvenient as possible for the management, involving the presence of a large number of employees at each presentation, entailing more than one meeting for each grievance, bringing up problems which are largely imaginary, and so on.
- (9) Misroute materials.
- (10) Mix good parts with unusable scrap and rejected parts.

## **(12) General Devices for**



## Lowering Morale and Creating Confusion



- (a) Give lengthy and incomprehensible explanations when questioned.
- (b) Report imaginary spies or danger to the Gestapo or police.
- (e) Act stupid.
- (d) Be as irritable and quarrelsome as possible without getting yourself into trouble.
- (e) Misunderstand all sorts of regulations concerning such matters as rationing, transportation, traffic regulations.
- (f) Complain against ersatz materials.
- (g) In public treat axis nationals or quislings coldly.
- (h) Stop all conversation when axis nationals or quislings enter a cafe.
- (i) Cry and sob hysterically at every occasion, especially when confronted by government clerks.
- (j) Boycott all movies, entertainments, concerts, newspapers which are in any way connected with the quisling authorities.
- (k) Do not cooperate in salvage schemes.