

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF CONCORDIA UNIVERSITY WISCONSIN

Article I. Title

Section One (1). The title of this organization shall be the Student Government Association.

Section Two (2). For the purposes of this Constitution, the organization named in Section One (1) shall hereafter be referred to as SGA.

Article II. Objectives

Section One (1). The Objectives of the organization are

(a) to preserve and protect a student environment that promotes the objectives of Concordia University and its mission as a Lutheran education institution.

(b) to preserve and protect the rights of the students of Concordia University.

(c) to serve and promote the member organizations under its jurisdiction.

(d) to act as a liaison between its member organizations, the students, administration, faculty, and staff.

(e) to promote autonomy as an organization and independence from the University administration and faculty without violating University policy.

(f) to steward its funds and properties for the purpose of serving the interests of its constituents.

Article III. Constituency

Section One (1). The Constituency.

(a) The Constituency of SGA is defined as any enrolled student who participates in the payment of the University-recognized Student Government Program Fee.

(b) For the purposes of this document, constituents, as defined in (a) of this Section, are to be hereafter referred to as active students.

Article IV. Powers of the Student Government Association

Section One (1). Voting membership of SGA shall consist of those defined in Article VI.

Section Two (2). The Student Senate shall retain the right to --

- (a) Enact and amend legislation within the Student Government Association (SGA) that pertains to all Student Government sponsored activities and business.
- (b) Amend the Constitution in accordance with Article X.
- (c) Amend the Student Government Program Fee.
- (d) Nominate and confirm all Chairmen of all Committees within SGA.
- (e) Be the final authority in all SGA business as specified within this Constitution.

Section Three (3). The Retention and Release of Student Senate Authority.

- (a) The Student Senate shall retain its authority under Section Two (2) of Article IV during the Student Senate Session in accordance with Article IV, Section Five (5).
- (b) The Student Senate shall release its authority under Section Two (2) of Article IV only under the circumstance that –
 - (i) The powers are vested only into the entire membership of the SGA Executive Board as defined by Article V.
 - (ii) The Student Senate has approved the Release of Authority by a two-thirds vote no earlier than two weeks prior to the conclusion of the Student Senate Session.
 - (iii) The Release of Authority does not include the authority to, in accordance with Article X, amend this Constitution.
 - (iv) The Release of Authority does not include the authority to, in accordance with sections where it is required, appoint, modify, or impeach members of the Student Senate. The Release of Authority does not include the authority to nominate or confirm a Faculty Advisor, an Executive Board member, or a Committee Chairman.
 - (v) The Release of Authority does not include the authority to modify this Release of Authority or to modify the Student Senate's limitations in accordance with (c) on that Release.
 - (vi) The Release of Authority does not violate rule (a) of this Section.
- (c) Prior to the official release of authority in (b) of this Section, the Student Senate may limit or narrowly define how much or what authority is released to the Executive Board (e.g. allowing the Executive Board to only perform functions under capital

improvements, etc.), provided that such limitation(s) do not violate (b) of this Section or any other part of this Constitution.

(d) Should the Release of Authority not be initiated and approved by the Student Senate, the Student Senate shall instead retain its authority under Section Two (2).

Section Four (4). The President of SGA and his Power of Veto.

(a) The SGA President shall retain authority to veto any legislation or measure passed under the rules of the Senate unless otherwise directed under this Section or this Constitution. Such veto must be declared in writing bearing the signature of the President and immediately announced to the Student Senate by the Chair of the meeting.

(b) The Student Senate shall retain authority to override the Veto by a two-thirds vote. Legislation where a veto has been overridden by the Senate shall immediately go into effect upon override.

(c) The Veto must be directed towards one targeted piece of legislation and may not consist of simple line-item veto power. The Veto may not be directed towards any legal Student Senate vote which may appoint, modify, or impeach a member of the Student Senate. The Veto may not be directed towards a nomination or confirmation of a Faculty Advisor, an Executive Board member, or a Committee Chairman, nor may it be directed towards a Constitutional Amendment.

(d) All legislation considered within a meeting shall be subject to veto up to seven (7) days after the adjournment of the meeting in which the legislation was passed.

(e) The Student Senate shall retain the right to revisit legislation that has been vetoed by the President.

(f) Vetoes shall be published in the Student Senate minutes.

Section Five (5). The Student Senate shall have a Student Senate Session whereby it shall hold regular meetings and conduct regular business.

(a) The Student Senate Session shall take place during the regular academic year and shall recess during periods of time where school is not in regular session and where a number of members of the Student Senate cannot, by reasonable means, be expected to attend meetings regularly (e.g. Winterim, holidays and vacations, etc.).

(b) The Student Senate Session shall be defined in accordance with this Section by the Student Senate during the previous Student Senate Session.

Section Six (6). The Student Senate shall not conduct official business in the format of a meeting of the whole without first determining if quorum has been met.

- (a) A quorum shall consist of a majority of the voting members of the Student Senate.
- (b) Only meetings of the Student Senate where quorum has determined to be present shall be considered official meetings of the Student Senate.
- (c) Without having a quorum, the Student Senate may only conduct business that does not require a vote of approval or business such as adjournment, recess, and a call for quorum.

Section Seven (7): The Student Government Association operates under the policy governance structure enumerated in this Section.

- (a) SGA operates under the prescribed governance of the current edition of Robert's Rules of Order and is subordinate to the policies and laws of deliberative bodies and institutions above itself (e.g. corporate charter).
- (b) SGA operates in accordance with the University, its administration, the University Board of Regents, and the Lutheran Church—Missouri Synod, and the policies and governance structure enumerated by the same.

Article V. The Executive Board

Section One (1). The aggregate of the Officers named in Section Two (2) of this Article shall be known as the Executive Board.

Section Two (2). The Executive Board shall be composed of seven members,

- (a) The President, the Secretary, the Treasurer, the Chief Academic Officer, the Chief Organization Officer, and the Chief Student Officer, whom shall be selected annually by means of a general election conducted among all active students.; and be it,
- (d) The Vice President, whom shall be selected annually by the nomination and confirmation of the Student Senate.

Section Three (3). No member of the Executive Board shall ever hold office by election or by appointment for more than one calendar year without having been subject to the selection process as defined in Section Two (2). All Executive Board terms shall expire one calendar year after the office is assumed and the powers under the office acquired.

Section Four (4). The members of the Executive Board shall only be eligible to assume office under the condition that they meet the Officer Eligibility Requirements named in this Section.

(a) No person may be eligible to serve as President unless he is an active student who has been a voting member of the Student Senate in accordance with Article VI at no less than 25 meetings.

(b) No person may be eligible to serve as Vice President unless he is an active student who has been a voting member of the Student Senate in accordance with Article VI at no less than 20 meetings.

(c) No person may be eligible to serve as Treasurer, Secretary, Chief Organization Officer, or Chief Student Officer unless he is an active student who has been a voting member of the Student Senate in accordance with Article VI at no less than 15 meetings.

Article VI. The Membership of the Senate

Section One (1). Voting Membership of SGA, hereafter known as the Student Senate, shall be limited to,

(a) Resident Student Senators elected in accordance with Section Two (2) of this Article.

(b) Commuter Student Senators elected in accordance with Section Three (3) of this Article.

(c) Members of the Executive Board, selected in accordance with Article V.

(d) Student Organization Senators nominated and confirmed in accordance with Section Four (4).

(e) Academic Student Senators elected in accordance with Section Five (5) of this article.

Section Two (2). Resident Student Senators shall be selected annually by means of a general election among all active students who have a legal mailing address at Concordia University Wisconsin and reside therein at a University resident housing facility.

(a) Resident Student Senators shall be voting members of the Student Senate who act as representatives of their respective University resident housing facilities.

(b) Each University resident housing facility shall be eligible to be represented by no less than one Resident Student Senator.

(c) Each University resident housing facility shall be appropriated one Resident Student Senator position for every sixty students residing within the residence hall.

(d) The Student Senate shall, prior to the annual election named in (e) of this section, annually seek and report an updated count of the population of all University resident housing facilities that are eligible for Senate representation under this Section.

(e) All Resident Student Senate positions shall be considered open and up for election every one calendar year, regardless of the length or period of time that the office has been occupied; there shall be no more than one public election as defined in this Section for all Resident Student Senate positions per year, with that election simultaneously including all Resident Student Senate positions.

(f) Active students who are voters in the Resident Student Senator election shall only be eligible to vote for candidates representing the resident housing facility where the voter will reside in the Student Senate Session of the candidate's term.

(g) No Resident Student Senator shall hold office if he is not legally a resident of the resident housing facility from which he was elected and represents in Student Senate.

(h) The election named in (e) shall be completed and the results finalized prior to the first Student Senate meeting of the Student Senate Session of the candidates' term in accordance with Article IV, Section Five (5).

Section Three (3). Commuter Student Senators shall be selected annually by means of a general election among all active students who do not have a legal mailing address at Concordia University Wisconsin and do not reside at the same.

(a) Commuter Student Senators shall be voting members of the Student Senate who act as representatives of all active students who do not have a legal mailing address at Concordia University Wisconsin and do not reside at the same.

(b) There shall be one position available to be occupied by a Commuter Student Senator for every sixty active students who do not have a legal mailing address at Concordia University Wisconsin and do not reside at the same.

(c) All Commuter Student Senate positions shall be considered open and up for election every one calendar year, regardless of the length or period of time that the office has been occupied; there shall be no more than one public election as defined in this Section for all Commuter Student Senate positions per year, with that election simultaneously including all Commuter Student Senate positions.

(d) Only active students who reside off campus and who do not have a legal mailing address at Concordia University Wisconsin shall be eligible to serve as Commuter Student Senators.

(e) No Commuter Student Senator shall hold office if he has a legal mailing address at Concordia University Wisconsin and resides in the same.

(f) The election named in (c) shall be completed and the results finalized prior to the first Student Senate meeting of the Student Senate Session of the candidates' term in accordance with Article IV, Section Five (5).

Section Four (4). Student Organization Senators shall be elected by a vote of all Officially Chartered Student Organizations. The aggregate of the Student Organization Senators shall be hereafter referred to as the Board of Organizations.

(a) Any active student wishing to become a nominee for the position of Student Organization Senator shall declare his candidacy to an Official appointed by the Student Senate for such purpose. The Candidate must also bring forth the official endorsement of no less than one-tenth of the Officially Chartered Student Organizations. The candidate must declare candidacy for a specific Seat as numbered in accordance with (c) of this Section. Such candidates shall be voted on annually by all Officially Chartered Student Organizations.

(b) An annual vote shall be held with each Officially Chartered Student Organization eligible to cast one vote for each Seat to be occupied by a Student Organization Senator. Each Seat shall be considered in a separate vote with only the candidates eligible for candidacy in accordance with (a) being on the ballot. No Officially Chartered Student Organization may, in accordance with (a), endorse more than one candidate for the same Seat or cast more than one vote for each Seat.

(c) The number of available Seats to be filled by a Student Organization Senator shall be as close to but not exceeding one-sixth of the number of available positions of the combined total of Commuter and Resident Senators. Each Seat shall be numbered prior to the candidacy declaration process defined in (a).

(d) The candidate for each Seat who receives the majority of votes in his election shall assume the office as Student Organization Senator following the expiration of the previous term.

(e) If the election process defined in (b) does not yield a winner for a Seat, the Seat will be reconsidered in a runoff election between the two candidates receiving the most votes. If more than two candidates are tied for having the most votes, those tied candidates must also be on the ballot in the runoff election. The winner of the plurality of the ballots in the runoff election shall be declared the winner of the election. If a runoff election does not yield a winner of the plurality of the ballots, the Chief Organization Officer shall retain authority to select a winner from those tied.

(f) Each Organization shall receive an equal number of votes in the election for Student Organization Senators.

(g) Each Student Organization Senator shall hold his position for one year. Should a Student Organization Senator Seat become vacant, or should the election process defined

in (b) leave a Seat open, the replacement shall be selected in accordance with Article VIII. The confirmed Senator shall serve until the balance of the Seat's term is expired.

Section Five (5). Academic Student Senators shall be selected annually by means of a general election among all active students.

(a) Academic Student Senators shall be voting members of the Student Senate who act as representatives of their academic school.

(b) There shall be two positions available to be occupied by Academic Student Senators for each undergraduate academic school at Concordia University Wisconsin.

(c) All Academic Student Senate positions shall be considered open and up for election every one calendar year, regardless of the length or period of time that the office has been occupied; there shall be no more than one public election as defined in this Section for all Academic Student Senate positions per year, with that election simultaneously including all Academic Student Senate positions.

(d) Active students who are voters in the Academic Student Senator election shall only be eligible to vote for candidates representing the undergraduate academic school where the voter is declared in the Student Senate Session of the candidate's term.

(f) The election named in (c) shall be completed and the results finalized prior to the first Student Senate meeting of the Student Senate Session of the candidates' term in accordance with Article IV, Section Five (5).

Section Six (6). The Voting Membership, as defined in Section One (1), shall each receive equal vote in the Senate. No voting member of the Student Senate shall simultaneously hold two voting positions within the Student Senate.

Section Seven (7). SGA shall include an Advisor, who is neither a Dean nor a voting member of the Administrative Council, chosen from the faculty and selected annually by a nomination and confirmation process of the Student Senate.

(a) The Faculty Advisor shall serve as an ex-officio member of SGA in an advisory capacity only and shall at no time retain voting powers within the Senate, the Executive Board, or any Senate committee. The Faculty Advisor shall serve as an advocate for SGA in University business.

(b) The Faculty Advisor shall be expected to attend no less than one Senate meeting per month during the Student Senate Session in accordance with Article IV, Section Five (5). The Faculty Advisor shall attend Executive Board meetings at the fair and reasonable request of the Executive Board.

(c) In his attendance at Senate meetings, the Faculty Advisor must act within the bounds of the laws of SGA.

(d) The term of the Faculty Advisor shall expire one calendar year after assuming office. No Faculty Advisor shall hold office beyond one calendar year without being re-nominated and confirmed in accordance with (e) and (f) of this Section. Only one Faculty Advisor shall retain the authority granted to his office at any time.

(e) The Faculty Advisor shall be nominated by the Student Senate and selected by a majority vote of confirmation in the Student Senate.

(f) A newly confirmed Faculty Advisor shall assume the office after the previous term has expired or at the time designated by the Student Senate, whichever occurs first.

(g) If the office of the Faculty Advisor becomes vacant, the Student Senate shall replace him in accordance with (e) and (f) to complete the balance of his term.

Article VII. Student Organizations

Section One (1). Any organization comprised of student leadership that is not directly sponsored by Student Life or any academic department of the University, that has as its purpose the intentional and expressed inclusion of student involvement, and that is officially recognized and awarded privileges (e.g. funding, etc.) granted by the Student Government Association shall hereafter be known as Officially Chartered Student Organizations.

Section Two (2). An organization may become an Officially Chartered Student Organization by the approval of a majority vote in the Senate, provided that,

(a) The organization first submits an application to the Student Senate that includes organizational-related information (e.g. organization purpose, etc.).

(b) The organization receives written approval to become an Officially Chartered Student Organization by the University's Administrative Council.

Section Three (3). All Officially Chartered Student Organizations shall retain the right to remain independent from SGA in all matters, especially those matters dealing with the purpose and clear intentions of the organization's members, with the exception of,

(a) Matters dealing with the use of SGA entrusted properties or funds, those being defined as any monies distributed from the Student Government Program Fee.

(b) Matters dealing with rights and privileges that the University restricts to Officially Chartered Student Organizations (e.g. the right to publicize via sign posting).

(c) Matters given authority under the Constitution.

Section Four (4). All Officially Chartered Student Organizations shall retain the privileges of,

(a) The right to vote in the annual election of Student Organization Senators in accordance with Article VI, Section Four (4). The right for an Officially Chartered Student Organization to vote in the annual election shall not be suspended.

(b) General rights granted to Officially Chartered Student Organizations under the Authority retained by the SGA (e.g. the right to publicize via sign posting). Such rights may be suspended in accordance with Section Five (5).

(c) The eligibility to receive and use funds distributed from the Student Government Program Fee and allocated by SGA. Such rights may be suspended in accordance with Section Five (5).

(d) The eligibility to receive and use properties distributed and allocated by SGA. Such rights may be suspended in accordance with Section Five (5).

Section Five (5). The Student Senate shall retain the right to discipline Officially Chartered Student Organizations, provided that,

(a) The Officially Chartered Student Organization receives equal and fair discipline.

(b) The Officially Chartered Student Organization is aware of the infraction or complaint.

(c) The infraction or complaint is a violation of SGA written and publicized policy where such policy is within the bounds of Student Senate power in accordance with Section Three (3). Such policy includes, but is not limited to—

(i) Any infraction dealing with use of SGA-distributed funds or properties.

(ii) Any infraction dealing with rights and privileges that the University restricts to Officially Chartered Student Organizations (e.g. the right to publicize via sign posting).

(d) The discipline is executed in accordance with Section Six (6).

Section Six (6). The Student Senate shall retain the right to,

(a) Freeze or limit an Organization's use of SGA-distributed and allocated funds or properties as a result of a violation of SGA policy consistent with Section Five (5).

(b) Assess fines to an Organization found in violation of SGA policy consistent with Section Five (5), provided that such fines be assessed only on SGA-sponsored, distributed, and allocated funds.

(c) Recommend to the University that it assess fines to the leadership of an Organization in accordance with University regulations, provided that the Organization has violated SGA policy consistent with Section Five (5).

(d) Revoke the charter of a Student Organization by the approval of a two-thirds vote of the Student Senate, immediately invalidating the Organization as an Officially Chartered Student Organization as defined in Section One (1) and thereby repossessing all SGA-allocated funding and properties and transferring such to the SGA general account.

Article VIII. The Absence of Members in the Student Senate

Section One (1). The Student Senate retains the right to replace a member of the Executive Board, provided that,

(a) The former or current office holder has submitted an official written resignation to the Student Senate, has abandoned and vacated the office, or has been removed by means of Article IX.

(b) The replacement is nominated by a member of the Student Senate and confirmed by a majority of the Student Senate. The nominee must be a current member of the Student Senate as defined in Article VI, Section One (1).

(c) The replacement meets the Constitutional requirements of eligibility for the position.

Section Two (2). The Chief Student Officer retains the right to replace a Resident Student Senator or a Commuter Student Senator or appoint a new member in the case of office vacancy, provided that,

(a) The former or current office holder has submitted an official written resignation to the Student Senate, has abandoned and vacated the office, or has been removed by means of Article IX.

(b) The replacement is confirmed by a majority of the Student Senate.

(c) The replacement meets the Constitutional requirements of eligibility for the position.

Section Three (3). The Chief Academic Officer retains the right to replace an Academic Student Senator or appoint a new member in the case of office vacancy, provided that,

(a) The former or current office holder has submitted an official written resignation to the Student Senate, has abandoned and vacated the office, or has been removed by means of Article IX.

(b) The replacement is confirmed by a majority of the Student Senate.

(c) The replacement meets the Constitutional requirements of eligibility for the position.

Section Four (4). The Chief Organization Officer retains the right to replace a Student Organization Senator or appoint a new member in the case of office vacancy, provided that,

(a) The former or current office holder has submitted an official written resignation to the Student Senate, has abandoned and vacated the office, or has been removed by means of Article IX.

(b) The replacement is confirmed by a majority of the Student Senate.

(c) The replacement meets the Constitutional requirements of eligibility for the position.

Section Five (5). When the office of the President is vacant by means of Article VIII or IX or by any other means, the Vice President shall assume his duties until the Student Senate replaces him in accordance with Section One (1). If the Vice President is unwilling or unable to assume these duties, the Secretary shall assume them accordingly. If the Secretary is unwilling or unable to assume these duties, the Treasurer shall assume them accordingly. All powers assumed shall be relinquished upon Student Senate action in accordance with Section One (1).

Article IX. Removal of Members of the Student Senate

Section One (1). The Student Senate shall retain the authority to investigate and impeach any members of the Executive Board. Such members may be removed by a two-thirds vote.

Section Two (2). The Student Senate shall retain the authority to investigate and impeach any Academic Student Senator, Commuter Student Senator, Organization Student Senators, or Resident Student Senators from membership in SGA. Such Senators may be removed by a two-thirds vote.

Section Three (3). The Chief Organization Officer shall retain the authority to investigate and impeach any Student Organization Senators from membership in SGA. Such Senators may be removed by a two-thirds vote.

Section Four (4). Any positions left vacant by the processes defined in this Article shall be subject to the selection process named in Article VIII.

Article X. Ratification of Amendments to the Constitution

Section One (1). Amendments to this Constitution may be initiated by a majority vote in the Student Senate, provided that the majority vote comprises a majority of the

total members of the Student Senate as defined in Article VI, Section One (1). Amendments must be publicized and made available to the Senate no less than 14 days before being ratified.

Section Two (2). Amendments to this Constitution may be ratified by the approval of no less than a two-thirds vote.

Section Three (3). Amendments to this Constitution shall be effective immediately upon approval of the Student Senate in accordance with Section Two (2). The Executive Board President shall not retain authority to veto a Constitutional Amendment.

Section Four (4). Upon Student Senate ratification,

(a) Amendments to this Constitution shall be made available in print and appropriately publicized by the SGA Executive Board upon Student Senate ratification.

(b) All official documents and media which include the SGA Constitution shall be updated by the SGA Executive Board to include all ratified Amendments.

Bylaws

THE BYLAWS OF THE STUDENT GOVERNMENT ASSOCIATION OF CONCORDIA UNIVERSITY
WISCONSIN

Bylaw 1: Standing Committees

Section One (1). The Student Senate shall include the following Standing Committees:

- (a) Academics Affairs Committee
- (b) The Election Committee
- (c) The Finance Committee
- (d) The Public Relations Committee
- (e) The Rules Committee
- (f) The Social Programming
- (g) The Student Affairs

Section Two (2). The Academic Affairs Committee shall be responsible for,

- (a) Maintaining a student voice in the creation and modification of University academic policy, especially policy directly affecting the constituency of SGA.
- (b) Recommending appointments to various University academic committees upon the request of the committees or the Student Senate.
- (c) Issuing student recommendations on proposed and active University academic policies.

Section Three (3). The Election Committee shall be responsible for,

- (a) Overseeing the public election of all official offices within the Student Senate. Private elections, where the only eligible voters are members of the Student Senate, are not under the supervision of the Committee.
- (b) Adequately informing the Student Senate and the University community of all relevant election information.

Section Four (4). The Finance Committee shall be responsible for,

- (a) Accepting requests for funding at the will of the Student Senate. Requests shall be defined as initial requests for funding and be distinguished from actual requisitions filed to the Treasurer as part of an approved budget.
- (b) Reviewing funding requests as deemed necessary by the Student Senate and submitting a Committee recommendation to the Student Senate.
- (c) Reviewing, researching, and advising on all proposed projects and budgets drafted by the Student Senate (e.g. capital improvement ventures).
- (d) Maintaining communication and cooperation with the SGA Treasurer.
- (e) Purchasing equipment for use by SGA or the Student Senate, provided that such purchases have been approved by the Student Senate and shall remain property of and under the jurisdiction of the Student Senate.
- (f) Maintaining and securing all properties acquired and assumed under the direct jurisdiction of the Student Senate.
- (g) Defending and promoting the interests and views of the Student Senate concerning property holdings (e.g. defending Senate rights to property use, acquisition, and/or jurisdiction).
- (h) Researching and issuing recommendations to the Student Senate regarding all capital improvement ventures.

Section Five (5). The Public Relations Committee shall be responsible for,

- (a) Promoting and managing the image of SGA.
- (b) Promoting and assisting in publicity for all SGA-sponsored activities.
- (c) Managing relations with external bodies, including organizations and bodies within the University, and contacts of importance and relevance to the Student Senate (e.g. the University, the Faculty Senate).
- (d) Acting as a liaison to the SGA Constituency.
- (e) Conducting all official SGA research and analysis of student opinion, approval, and interest in various areas of SGA-related policies and jurisdiction.

Section Six (6). The Rules Committee shall be responsible for,

- (a) The review of all official business and membership within SGA for compliance with SGA constitutional law, including the conducting of investigations into violations of rules within SGA.
- (b) Issuing recommendations for Senate action in response to investigations of persons or business within the Student Senate.
- (c) Investigating all claims and complaints of ethics violations within the Student Senate and, as a result of an investigation, recommending to the Student Senate subsequent disciplinary action.
- (d) As necessary, recommending changes to current laws and rules within SGA.
- (e) The general promotion of an environment within SGA that is conducive to proper observance of the Constitution, the Bylaws, and other formal rules within the body.
- (f) Maintaining communication and cooperation with the Vice President and the Parliamentarian.

Section Seven (7). The Social Programming Committee shall be responsible for,

- (a) Planning all external activities for SGA, including recreational and educational activities.
- (b) Promoting the vision and objectives of the Student Senate via hosting and sponsoring student activities.
- (c) To act as a liaison between SGA and other campus bodies for event coordination

Section Eight (8). Section Eight (8). The Student Affairs Committee shall be responsible for,

- (a) Maintaining a student voice in the creation and modification of University student affairs policy, especially policy directly affecting the constituency of SGA.
- (b) Recommending appointments to various University student affairs committees upon the request of the committees or the Student Senate.
- (c) Issuing student recommendations on proposed and active University student affairs policies.

Section Nine (9). The Membership of Standing Committees of the Student Senate.

- (a) Standing Committees shall consist of a chairman nominated and confirmed by the Student Senate. In the absence of a chairman, the President may appoint for no more than 90 days a temporary vacancy chairman.
- (b) Standing Committees shall include only voting members of the Student Senate nominated and confirmed by the Student Senate. No chairman shall retain the authority to appoint members without first having such approved by the Student Senate. Members of Standing Committees, including their chairmen, may be removed by a majority vote of the Student Senate.
- (c) Standing Committees shall not include non-voting members of SGA, nor shall they include non-members of SGA.

(d) No person shall retain membership in more than two Standing Committees of SGA.

Section Ten (10). The Standing Committees shall conduct business in accordance with Robert's Rules of Order except where defined elsewhere in this Constitution and Bylaws. No Standing Committee shall conduct official business without the presence of a majority of its voting members.

Section Eleven (11). The Student Senate shall be the final authority in all SGA business in accordance with the Constitution and Bylaws except where otherwise defined in the Bylaws. The powers not delegated to these Standing Committees by the Bylaws or Student Senate, nor prohibited by them to the Standing Committees, shall be reserved to the Student Senate, respectively.

Bylaw 2: Public Election of the Executive Board and Academic-Commuter-Resident Senators

Section One (1). Any person who is constitutionally eligible to hold a particular office of SGA shall be eligible for nomination to that particular office in its election.

(a) For the purposes of this Bylaw, an organized gathering of quorum shall hereafter be referred to as a meeting.

(b) For the purposes of this Bylaw, any person seeking an office by way of election shall hereafter be referred to as a candidate.

(c) For the purposes of this Bylaw, any person who has successfully been nominated to be placed on the ballot for an election shall hereafter be referred to as a nominee.

(d) For the purposes of this Bylaw, any person who has been appointed by the Election Committee to take part in the administration of an election shall hereafter be referred to as an Election Official.

(e) For the purposes of this Bylaw, any election of an SGA official where votes may be cast by persons who are non-members of SGA and where the jurisdiction of the election falls under the Election Committee shall hereafter be referred to as a public election.

Section Two (2). Election Timetable for the Executive Board, Academic Student Senator, Commuter Student Senator, and Resident Student Senators Elections.

(a) In accordance with Article V, the annual election of the Executive Board shall be conducted on the twelfth, thirteenth, or fourteenth Tuesday of the Spring Academic Semester. The Vice President shall be elected in accordance with Bylaw 33 and Article V of the Constitution. The Parliamentarian shall be elected in accordance with Bylaw 36.

(b) In accordance with Article VI, the annual election of the Academic Student Senators, Commuter Student Senators, and Resident Student Senators shall be conducted seven days after the date established under (a).

(c) The Election Day shall be considered valid only if it complies with (a) and only when,

(i) The Election Committee has approved the date.

- (ii) The Student Senate has been notified no less than 21 days before the date.
- (iii) The Notice of the Election Day date is included in the Official SGA Meeting Minutes not less than 21 days before the date.
- (iv) The Election Day date is announced formally by a representative of the Election Committee to the Student Senate during a regular Senate meeting not less than 21 days before the date.
- (v) The Election Day date is publicly announced and appropriately advertised to the active students of the University.
- (vi) The Election Day is not a date, which renders the timetable and guidelines within this Bylaw impossible to execute.

(d) All nominees that win their election shall assume office upon the termination of the Student Senate Session in the Spring Academic Semester or seven days after the completion of the election, whichever occurs later.

(e) Prior to assumption of their offices, the elected nominees to the Executive Board in accordance with (d) shall be reviewed prior to the termination of the Student Senate Session for compliance with membership eligibility status requirements within the Constitution and Bylaws. The review shall ensure that elected nominees have maintained membership at the required number of meetings in accordance with their office requirements and have attained the status required for their office in accordance with the Constitution and Bylaws.

Section Three (3). Nomination procedures.

- (a) Each candidate for a particular office shall be required to complete a Petition for Nomination for that office. Petitions for Nomination shall be available to candidates upon request at any time within 21 days prior to the scheduled Election Day. Petitions shall be invalid if submitted to the Election Committee after the deadline established in (d).
- (b) To be valid, a Petition for Nomination for the election for an Executive Board member must bear the signatures of seventy-five active students whose signatures do not appear on any other Petition for Nomination for the same office.
- (c) To be valid, a Petition for Nomination for the election for an Academic Student Senator, Commuter Student Senator, and Resident Student Senator must bear the signatures of thirty active students. Such signatures may appear on multiple Petitions without being invalidated.
- (d) Completed Petitions for Nomination to Executive Board office must be submitted to the Election Committee by 4:00 p.m. no less than seven days prior to the Election Day.
- (e) Completed Petitions for Nomination to Academic Student Senator office, Commuter Student Senator office, and Resident Student Senator office must be submitted to the Election Committee by 4:00 p.m. no less than three days prior to the Election Day.

Section Four (4). General obligations of the Election Committee.

- (a) All election procedure and rules shall be administered with equal treatment to all candidates, nominees, and participants. The election procedure and rules shall not be altered by the Election Committee within 21 days prior to a public election.
- (b) The Election Committee shall make available to all candidates a Petition for Nomination form as required under Section Three (3). Upon the Nomination form's distribution, the Election Committee shall make available to all candidates all rules and guidelines governing the campaigns of all candidates and nominees in their election.
- (c) The Election Committee shall make candidates aware of all deadlines. The Election Committee shall make available to candidates any items that are necessary to maintain a candidate's eligibility or to ensure equal opportunity and fairness among all eligible candidates for office.
- (d) The Election Committee shall not neglect to enforce any rules or guidelines established in accordance with (b) of this Section. The Committee shall not make rules or guidelines under (b) of this Section that have logistically problematic methods of enforcement.
- (e) Within seven days of an election, the Election Committee shall hold no meetings that include nominees of an election where all nominees are not first notified of the meeting and given a reasonable opportunity to accept or decline an invitation to attend. The Election Committee shall not hold secret meetings.
- (f) All election information shall be publicly available.
- (g) Information regarding candidates, nominees, Election Committee business and decisions, and other information shall be made publicly available by the Committee. This information includes but is not limited to,
- (i) The names of the candidates who have turned in a Petition for Nomination. This information shall be posted in a public location within 48 hours after it has been made available to the Election Committee or any Election Official.
 - (ii) Of the candidates under (i), the names of those whose petitions have been denied. This information shall be posted in a public location no less than five days prior to the schedule Election Day for the office.
 - (iii) The names of the nominees for an election and the office each nominee seeks. This information shall be posted in a public location no less than five days prior to the schedule Election Day for the office.
 - (iv) The names corresponding with the signatures on each nominee's Petition for Nomination. This information shall be made available upon request to any active student anytime after the nominees are posted in accordance with (iii).
 - (v) The final election vote totals for each nominee and office. This information shall be posted in a public location within 48 hours after the closing of the polls.
 - (vi) The names of all Election Officials and their corresponding duties as appointed by the Election Committee. This information shall be made available upon request to any active student within five days of the scheduled Election Day for the office.

Section Five (5). Write-in candidates shall be subject to the same rules and guidelines as all nominees seeking the same office, regardless if the candidate had knowledge of the guidelines. The Election Committee has no pre-election obligations to write-in candidates. A write-in candidate shall only be elected if,

- (a) He has complied with the rules and guidelines set forth by the Election Committee.
- (b) The Election Committee has declared him the winner of the election and has determined that he is constitutionally eligible to hold the office for which he will serve.
- (c) The Rules Committee has approved the legitimacy of the election.
- (d) His election does not violate the Constitution or Bylaws.

Section Six (6). Public Election Procedure.

- (a) The Election Committee shall determine the rules and guidelines of a public election. All rules and guidelines are set by the Election Committee and must comply with the Constitution and Bylaws. The Election Committee shall determine the date of an election in accordance with Section Two (2) and notify SGA in accordance with Section Two (2) of that date.
- (b) The Election Committee shall distribute all materials in accordance with this Bylaw to any persons who expressly desire to participate in the public election.
- (c) All candidates seeking office shall complete and file a Petition of Nomination with the Election Committee in accordance with this Bylaw. The Election Committee shall determine the validity of the Petition and the eligibility of the candidate.
- (d) The Election Committee shall appoint Election Officials as necessary to enforce all election rules and to administer the election procedure.
- (e) The Election Committee shall administer the election on the date set in (a). Election Officials must properly distinguish between persons eligible to vote and persons ineligible to vote. Further, the Officials must ensure that persons voting for offices which may be elected only by specific persons within the University's active student community are elected in accordance with the Constitution and Bylaws of SGA.
- (f) The Election Committee shall determine the winner(s) of the ballot(s) in accordance with this Bylaw and the Constitution. Persons winning the plurality of the ballots shall be declared winners of their election.
- (g) The election results under (f) shall be finalized and announced by the Election Committee not prior to or after six days after the closing of the polls on the Election Day established in (a). The ruling of the Election Committee shall stand upon the announcement of the results unless the ruling is overruled in accordance with Section Seven (7), Part (e).

Section Seven (7). The Election Committee shall accept filed motions to contest the procedure or results of an election.

- (a) The Rules Committee may file a motion with the Election Committee to contest the procedure or results of an election. The motion must be filed within 72 hours after the closing of the polls on Election Day.
- (b) Any active student may file a motion with the Election Committee to contest the procedure or results of an election. A motion filed on behalf of an active student must bear the signatures of no less than twenty (20) active students. The motion must be filed within 72 hours after the closing of the polls on Election Day.
- (c) Should the results of an election be officially contested, the Election Committee shall hold open hearings to hear the arguments on behalf of those contesting. Such hearings shall be open to any active students wishing to attend.
- (d) Upon hearing the arguments of those contesting an election, the Election Committee shall determine a ruling on the validity of the results of the election. The Election Committee shall retain the authority to amend or nullify the results of election and, consequently, shall retain the authority to hold additional elections. All Election Committee rulings on disputed elections must be decided within 72 hours of the filed motion under (a) or (b).
- (e) The ruling of the Election Committee under (d) may be vetoed or amended by the approval of two-thirds of the Student Senate within 24 hours of the announcement of the results in accordance with Section Six (6), Part (g).

Section Eight (8). Nominees that win an equal number of votes from their election and prevent determining a winner of the plurality of ballots shall have their tie broken by a plurality election among voting members of SGA.

Bylaw 3: Public Election of the Student Organization Senators

Section One (1). Any person who is constitutionally eligible to serve as a Student Organization Senator shall be eligible to be a nominee for the position through the nomination process defined in Article VI, Section Four (4), part (a).

Section Two (2). The Election Timetable for the Student Organization Senator elections.

(a) In accordance with Article VI, Section Four (4), the annual election of the Student Organization Senators shall take place on the twelfth, thirteenth, or fourteenth Monday or Tuesday of the Spring Academic Semester. The election shall transpire at a meeting of all Organization Representatives where balloting and voting shall take place.

(b) The Election Day shall be considered valid only if it complies with (a) and only when,

(i) The Election Committee has approved the date.

(ii) The Student Senate has been notified no less than 21 days before the date.

(iii) The Notice of the Election Day date is included in the Official SGA Meeting Minutes not less than 21 days before the date.

(iv) The Election Day date is announced formally by a representative of the Election Committee to the Student Senate during a regular Senate meeting not less than 21 days before the date.

(v) The Election Day date is publicly announced and appropriately advertised to the Organization Representatives, the Board of Organizations, and the Chief Organization Officer.

(vi) The Election Day is not a date which renders the timetable and guidelines within this Bylaw impossible to execute.

Section Three (3). Nomination procedures.

(a) Each candidate for Student Organization Senator shall be required to complete a Petition for Nomination to be placed on the ballot. Petitions for Nomination shall be available to candidates upon request at any time within 21 days prior to the scheduled Election Day. Petitions shall be invalid if submitted to the Election Committee after the deadline established in (c).

(b) To be valid, a Petition for Nomination must bear signatures representing the endorsements of Officially Chartered Student Organizations in accordance with Article VI, Section Four (4), part (a). The signature of the Organization Representative shall represent the endorsement of the Officially Chartered Student Organization.

(c) Completed Petitions for Nomination must be submitted to the Election Committee by 4:00 P.M. no less than seven days prior to the Election Day established in Section Two (2).

Section Four (4). Obligations of the Election Committee.

(a) All election procedure and rules shall be administered with equal treatment to all candidates, nominees, and participants. The election procedure and rules shall not be altered by the Election Committee within 21 days of the election of Student Organization Senators.

(b) The Election Committee shall make available to all candidates all rules and guidelines governing the campaigns of all candidates and nominees in their election. The Election Committee shall make available to all candidates a Petition for Nomination form as required under Section Three (3).

(c) The Election Committee shall make candidates aware of all deadlines. The Election Committee shall make available to candidates any items that are necessary to maintain a candidate's eligibility or to ensure equal opportunity and fairness among all eligible candidates for office.

(d) The Election Committee shall not neglect to enforce any rules or guidelines established in accordance with (b) of this Section. The Committee shall not make rules or guidelines under (b) of this Section that have logistically problematic methods of enforcement.

(e) Within seven days of an election, the Election Committee shall hold no meetings that include nominees of an election where all nominees are not first notified of the meeting and given a reasonable opportunity to accept or decline an invitation to attend. The Election Committee shall not hold secret meetings.

(f) All election information shall be publicly available.

(g) Information regarding candidates, nominees, Election Committee business and decisions, and other information shall be made publicly available by the Committee. This information includes but is not limited to,

(i) The names of the candidates who have turned in a Petition for Nomination. This information shall be posted in a public location within 48 hours after it has been made available to the Election Committee or any Election Official.

(ii) Of the candidates under (i), the names of those whose petitions have been denied. This information shall be posted in a public location no less than five days prior to the scheduled Election Day for the office.

(iii) The names of the nominees for an election and the seat each nominee seeks. This information shall be posted in a public location no less than five days prior to the scheduled Election Day for the office.

(iv) The Organizations and Organization Representatives corresponding with the signatures on each nominee's Petition for Nomination. This information shall be made available upon request to any active student anytime after the nominees are posted in accordance with (iii).

(v) The final election vote totals for each nominee and office. This information shall be posted in a public location within 48 hours after the conclusion of the election.

(vi) The names of all Election Officials and their corresponding duties as appointed by the Election Committee. This information shall be made available upon request to any active student within five days of the scheduled Election Day for the office.

Section Five (5). Write-in candidates shall be ineligible for election as Student Organization Senators.

Section Six (6). Public Election Procedure.

(a) The Election Committee shall determine the rules and guidelines of the election of Student Organization Senators. All rules and guidelines are set by the Election Committee and must comply with the Constitution and Bylaws. The Election Committee shall determine the date of the election in accordance with Section Two (2) and notify SGA in accordance with Section Two (2) of that date.

(b) The Election Committee shall conduct pre-election research as necessary by these Bylaws or the Constitution. Such research includes, but is not limited to the number of available seats in the Student Senate in accordance with Article VI, Section Four (4), part (c).

(c) The Election Committee shall distribute all materials in accordance with this Bylaw to any persons who expressly desire to participate in the election. Included in this distribution is the Petition of Nomination, which must include a listing of the offices open for election (i.e. the numbered seats).

- (d) All candidates seeking office shall complete and file a Petition of Nomination with the Election Committee in accordance with this Bylaw. The Election Committee shall determine the validity of the Petition and the eligibility of the candidate.
- (e) The Election Committee shall appoint Election Officials as necessary to enforce all election rules and to administer the election procedure.
- (f) The Election Committee shall administer the election and shall distribute the ballots to the Organization Representatives at the meeting defined in (g). Each Organization shall receive no more or less than one ballot and shall be allowed no more than one vote per Seat on the ballot.
- (g) The Chief Organization Officer shall set a meeting of the Organization Representatives for the purpose of voting in the Student Organization Senator election.
- (h) The Election Committee shall determine the winner(s) of the ballot(s) in accordance with this Bylaw and the Constitution. Persons winning the majority of the ballots shall be declared winners of their respective seat.
- (i) After the counting of the ballots, the Election Committee shall determine the need for a runoff in accordance with the Constitution. If there is need for a runoff, the ballots shall be distributed in accordance with (f). If a nominee in the runoff receives a plurality of the vote, he shall be named the Student Organization Senator for that Seat. If no nominee wins a plurality of the vote, the Chief Organization Officer shall determine the winner in accordance with Article VI, Section Four (4), part (e).
- (j) The election results under (h) and (i) shall be finalized and announced by the Election Committee not prior to or after six days after the date established under (g). The ruling of the Election Committee shall stand upon the announcement of the results unless the ruling is overruled in accordance with Section Seven (7), Part (e).
- (k) Should the ruling under (j) declare need for a runoff election for any positions, the Chief Organization Officer shall call an additional meeting of the Organization Representatives. Ballots shall be distributed according to this Section and the winner determined by the method subscribed by the ruling under (j). No procedure under this part (k) shall violate the Constitution or these Bylaws.

Section Seven (7). The Election Committee shall accept filed motions to contest the procedure or results of an election.

- (a) The Rules Committee may file a motion with the Election Committee to contest the procedure or results of an election. The motion must be filed within 72 hours after the closing of the polls on Election Day.
- (b) Any active student may file a motion with the Election Committee to contest the procedure or results of an election. A motion filed on behalf of an active student must bear the signatures of no less than twenty (20) active students. The motion must be filed within 72 hours after the closing of the polls on Election Day.
- (c) Should the results of an election be officially contested, the Election Committee shall hold open hearings to hear the arguments on behalf of those contesting. Such hearings shall be open to any active students wishing to attend.

(d) Upon hearing the arguments of those contesting an election, the Election Committee shall determine a ruling on the validity of the results of the election. The Election Committee shall retain the authority to amend or nullify the results of election and, consequently, shall retain the authority to hold additional elections.

(e) The ruling of the Election Committee under (d) may be vetoed or amended by the approval of two-thirds of the Student Senate within 24 hours of the announcement of the results in accordance with Section Six (6), Part (j).

Bylaw 4: Student Senate Attendance Requirements and Office Abandonment

- Section One (1). All members of the Student Senate shall maintain good attendance as defined by the SGA Constitution and Bylaws. Attendance records shall be kept and maintained, and the enforcement of this Bylaw shall be applied equally to all members of the Student Senate.
- Section Two (2). Any member of the Student Senate who is absent for three (3) consecutive meetings of the Student Senate shall have his office considered abandoned and his membership revoked immediately.
- Section Three (3). Any member of the Student Senate who is absent for five (5) meetings during the Student Senate Session shall have his office considered abandoned and his membership revoked immediately.
- Section Four (4). Absence at a meeting shall be defined as having been absent during one (1) Roll Call within a meeting of quorum as conducted by an officer of the Student Senate operating in his official capacity.
- Section Five (5). Absence at consecutive meetings shall be defined as absence at consecutive meetings of quorum where Roll Call was taken and absences recorded.
- Section Six (6). Offices abandoned by a member of the Student Senate shall be occupied by a person appointed in accordance with Article VIII of the Constitution.
- Section Seven (7). A person or group of persons shall be established to enforce this Bylaw.

Bylaw 5: Duties of a Student Senator

- Section One (1). All Student Senators shall,
- (a) Serve as advocates and representatives of their constituency.
 - (b) Promote an environment within SGA that is conducive to its Objectives in accordance with Article II of the Constitution.
 - (c) Act as a liaison between their constituency and SGA.
 - (d) Serve as advocates and advisors to their constituency in all relevant University matters.

Bylaw 6: Student Organizations

Section One (1). All Officially Chartered Student Organizations shall participate in the election of Student Organization Senators through the nomination and election process as established in Article VI, Section Four (4).

Section Two (2). Officially Chartered Student Organizations may be disciplined in accordance with Article VII, Section Six (6) of the Constitution by a majority vote of the Student Senate, except when otherwise recognized (i.e. revoking of a charter) by the Constitution.

Section Three (3). Student Organizations shall each annually nominate an Official Representative for their organization to act as a liaison to the Student Senate.

(a) Official Representatives should be the appointed person to relay decisions on behalf of his Organization, declare votes on behalf of his Organization in the election in accordance with Section One (1), and communicate between the Student Senate and his Organization. Student Organizations shall select this person from its leadership.

(b) No Representative shall neglect to inform his Organization of all matters of SGA business and communication. A Representative's failure to adequately serve shall constitute a violation of this Section and may bring discipline to his Organization in accordance with Section Two (2).

(c) Student Organizations shall retain the authority to replace their Official Representative at any time. A replacement is only valid when nominated by the Organization and officially reported to the Student Senate.

Section Four (4). Organizations of the Student Senate shall not,

(a) Endorse or financially support organizations or causes that conflict with the mission or official positions of the Lutheran Church—Missouri Synod. No Organization shall fund political candidates or parties.

(b) Violate the laws of the United States, the State of Wisconsin, or of the respective localities of the University.

(c) Receive funding or properties not directly given to them by the Student Government Association unless the funds or properties are the result of an Organization's fundraiser or solicitation. No Organizations shall receive funding or properties from departments, divisions, or colleges of the University.

(d) Implicitly discriminate on the basis of race, color, ethnicity, national origin, or veteran status. Organizations may, however, discriminate on the basis of religion, sex, age, sexual orientation, or creed in accordance with the mission of the Lutheran Church—Missouri Synod and its sister church bodies.

Section Five (5). Organizations may have their charter revoked by a two-thirds vote of the Student Senate as it desires.

- (a) The process of removal must be initiated by a majority vote in the Student Senate except when otherwise specified in these Bylaws or the Constitution, and may be completed no less than seven days following the initiation by a two-thirds vote of the Student Senate.
- (b) Upon a vote of two-thirds to revoke the charter of an Organization, the process must be carried out immediately by an appointed voting member of the Senate or by an appointed Committee in accordance with Article VII, Section Six (6).

Section Six (6). Student Organization Properties.

- (a) The Student Senate must have sole ownership and authority over any University-distributed properties or funds given to Organizations, including but not limited to offices, office supplies, equipment, computers or technology equipment, or jurisdiction or authority over any of the same.
- (b) Student Organization shall report all properties received from sources other than the Student Government Association and the Student Government Program Fee. Such properties shall be subject to the authority of the Student Senate in accordance with (a).
- (c) Funds or properties acquired by Organizations via fundraiser or solicitation shall be the sole property of the respective Organization. Fundraisers or solicitations deemed illegitimate by the Student Senate shall not be protected under this Section.
- (d) Student Organizations shall retain the authority to use their properties and funds autonomously and independently from the Student Government Association so long as doing so does not violate the Constitution and Bylaws of the Student Government Association nor any orders issues by the same.

Bylaw 7: Removal Process of Members of the Student Senate

Section One (1). The removal process of members of the Executive Board or Academic Student Senators or Commuter Student Senators or Organization Student Senators or Resident Student Senators shall be initiated by a majority vote of the Student Senate or by the recommendation of the Rules Committee. Upon this initiation, the member shall be declared impeached and under the investigation of the Student Senate.

- (a) The investigation following a member's impeachment shall be used to determine need for removal.
- (b) The impeached member shall be notified of his impeachment and shall be given equal opportunity and equal time for his defense against removal or penalty.
- (c) The removal process is terminated upon the vote to remove the member.

Section Two (2). The removal process of Student Organizations Senators shall be initiated by the recommendation of the Chief Organization Officer. Upon such recommendation, the Student Organization Senator shall be declared impeached and under the investigation of the Student Senate.

- (a) The investigation following a member's impeachment shall be used to determine need for removal.

(b) The impeached member shall be notified of his impeachment and shall be given equal opportunity and equal time for his defense against removal or penalty.

(c) The removal process is terminated upon the vote to remove the member.

Section Three (3). Upon completion of an investigation in a member of the Student Senate in accordance with Section One (1) or Section Two (2), the Student Senate may, in accordance with Article IX of the Constitution, remove the member by the approval of two-thirds of the Student Senate.

Section Four (4). No member shall be deprived of powers or rights given them in the Constitution, especially those dealing with voting, until they have been removed from the Student Senate in accordance with Section Three (3).

Section Five (5). Upon removal from the Student Senate, any member receiving pay on a schedule (i.e. the Executive Board) or stipend may have his pay pro-rated (i.e. the person shall receive a fraction of his pay equal to the total length of time worked prior his removal divided into the total length of time expected to work under the regular pay schedule).

Bylaw 8: Amending the Student Government Program Fee

Section One (1). The Student Senate shall retain the authority to amend the Student Government Program Fee in accordance with Article IV of the Constitution.

Section Two (2). The Student Senate shall amend the Program Fee in accordance with the procedure described in this Section.

(a) The Student Senate, by means of the Finance Committee, shall consult the direction of the University's Administrative Council upon its expressed desire to investigate amending the Program Fee.

(b) The Student Senate shall, by means of the Finance Committee, recommend a modified Program Fee to the Student Senate.

(c) The Student Government Program Fee shall be amended only by a two-thirds vote of approval in the Student Senate.

Section Three (3). The Student Senate must amend the Student Government Program Fee no less than 300 days prior to its scheduled effect.

Bylaw 9: The Order and Procedure of Meetings of the Student Senate

Section One (1). Unless otherwise specified or mentioned within these Bylaws or this Constitution, the Student Senate shall abide by rules in accordance with the latest Newly Revised edition of Robert's Rules of Order.

Section Two (2). Every meeting of the whole Student Senate shall include the Student Senate Roll Call whereby a voting member of the Student Senate shall be appointed to officially determine who is present and who is absent. The Student Senate Roll

Call shall, as its primary function, determine whether or not the Senate has reached a quorum.

(a) Persons to be included in the Student Senate Roll Call shall be all members of SGA, including ex-officio members, the Student Senate itself, and all other members as defined by the Student Senate. In accordance with Article IV, Section Six (6), only voting members of the Student Senate shall be considered in determining the presence of a quorum.

(b) In accordance with Article IV, Section Six (6), no official business at a meeting may take place without having a Student Senate Roll Call.

(c) The Student Senate Roll Call shall be taken swiftly but thoroughly and audibly for the examination of voting members of the Student Senate.

Section Three (3). The Student Senate Session, in accordance with Article IV, Section Five (5), shall be initiated on the second, third, or fourth Monday of the regular academic year in the regular fall academic semester. The Session shall adjourn for the regular academic year on the second or third Monday prior to the closing of the regular spring academic semester.

(a) The Student Senate Session shall be in recess during all holidays. The Session shall be in recess upon the conclusion of the last day of the regular fall academic semester with the recess concluding upon the opening of the first day of the regular spring academic semester.

(b) The Student Senate Session shall be determined by an appointed member of the Student Senate. The schedule proposed by this appointed member may be vetoed or amended by the approval of a majority of the Student Senate. No schedule for the Student Senate Session may violate the rules set forth in these Bylaws or this Constitution.

(c) The Student Senate Session shall be appropriately publicized by an appointed member of the Student Senate.

(d) If no Student Senate Session is established under (b), the Student Senate Session shall be assumed to start at the second Monday of the Fall Academic Semester and shall be assumed to conclude at the second Monday prior to the end of the Spring Academic Semester.

Section Four (4). The Student Senate shall have scheduled meetings at least every fourteen days of the Student Senate Session with no more than fourteen days separating each meeting. These scheduled meetings shall be meetings of the whole where the Student Senate Roll Call is taken and official business conducted.

Section Five (5). The Student Senate shall retain the authority to release its duties to the whole Executive Board in accordance with Article IV, Section Three (3).

(a) The Student Senate shall release its authority to the Executive Board no earlier than the last scheduled regular meeting of the whole Student Senate.

(b) The Student Senate shall specifically define what areas that the Executive Board may have authority. Such areas must be consistent with the Bylaws and the Constitution.

(c) The Student Senate shall retain the authority to choose not to release any duties to the Executive Board.

(d) The Release of Authority may violate Section Two (2) and other parts of the bylaws if such violation is permitted within the definition in accordance with (b) of this Section. No Release of Authority shall be permitted to violate rules and limitations established by the Constitution.

Section Six (6). Meetings of the whole of the Student Senate shall be called only within the Student Senate Session and only while the Session is not in recess. Regularly Scheduled Meetings shall be called by the President of SGA.

(a) All meetings of the Student Senate shall be open to the community of the University. Meetings may be closed only by suspension of this Section of this Bylaw.

(b) All Regularly Scheduled Meetings as declared by the President in accordance with this Section shall be appropriately publicized by the Secretary of SGA.

(c) Any meeting of quorum of the Student Senate, scheduled or unscheduled, that is held within the Student Senate Session and not while the Session is in recess in accordance with (a) of Section Three (3) shall be declared an official meeting where regular business may be conducted.

(d) Any business conducted without the declared presence of a quorum shall be declared invalid and nullified.

Section Seven (7). The agenda of a Regularly Scheduled Meeting shall be set by the SGA President. The Student Senate may amend the agenda of a Regularly Scheduled Meeting upon the approval of a majority of the Senate.

Section Eight (8). The Student Senate shall establish and maintain the Standing Rules of the Student Government Association.

Bylaw 10: The Duties of the President

Section One (1). The President shall be the figurehead of the SGA constituency, serving as a representative of the constituency by virtue of his office.

Section Two (2). The President shall call all Regularly Scheduled Meetings of the whole Student Senate and shall set a schedule for the meetings in accordance with Bylaw 9.

Section Three (3). The President shall set the agenda for each Regularly Scheduled Meeting of the Student Senate in accordance with Bylaw 9.

Section Four (4). The President shall call, schedule, and Chair all Executive Board meetings.

Section Five (5). The President shall call and Chair all Presidential Forums.

Section Six (6). The President shall serve as the chief liaison of the Student Senate to other groups and deliberative bodies.

(a) The President shall serve as the liaison of the Student Senate to the Faculty Senate. He, at the request of the Faculty Senate, may also attend their meetings.

(b) The President shall serve as the liaison of the Student Senate to the Administrative Council. He, at the request of the Administrative Council, may also attend their meetings.

(c) The President shall serve as the liaison of the Student Senate to all other bodies and groups to promote the agenda and interests of the Student Senate in accordance with its objectives as defined by Article II of the Constitution.

Section Seven (7). The President shall promote the general direction and cause of the Student Senate, working to serve the objectives of SGA as outlined in Article II of the Constitution.

Section Eight (8). The President shall carry out the duties ascribed to him under the Constitution, the Bylaws, and those duties as directed by the Student Senate.

Bylaw 11: The Duties of the Vice President

Section One (1). The Vice President shall be the figurehead of the Student Senate, serving as a representative of their voice by virtue of his office.

Section Two (2). The Vice President shall serve as the Chair of all meetings of a quorum of the Student Senate in accordance with Bylaw 35, these Bylaws, and the Constitution.

(a) The Vice President may have his chairmanship revoked for the duration of a meeting upon a two-thirds vote of the Student Senate.

(b) The Vice President may have his decisions appealed in accordance with Robert's Rules of Order as specified in Bylaw 9, Section One (1).

(c) The Vice President may temporarily be replaced as the Chair of a meeting upon a two-thirds vote of the Student Senate.

(d) The Vice President may voluntarily release his chairmanship at a meeting at his own discretion for any amount of time.

Section Three (3). The Vice President may, in the absence or by the request of the President, serve as the chief liaison of the Student Senate to other groups and deliberative bodies in accordance with Bylaw 10, Section Six (6).

Section Four (4). The Vice President shall attempt to be present at all Standing Committee meetings. The Vice President shall retain the authority to excuse himself from Committee meetings at his own discretion.

Section Five (5). The Vice President shall be highly knowledgeable and comparatively well-informed on the processes, laws, and procedures of the Student Government Association, the Student Senate, and all Committees therein.

Bylaw 12: Duties of the Chief Organization Officer

Section One (1). The Chief Organization Officer shall be the figurehead of all Officially Chartered Student Organizations and all elected Student Organization Senators, serving as their executive representative by virtue of his office.

Section Two (2). The Chief Organization Officer shall, upon request, distribute and receive a student organization's application to become an Officially Chartered Student Organization.

(a) The Chief Organization Officer shall oversee the application process, making sure that an organization's application is complete and ensuring that the organization is reviewed and an opinion formed by the University's Administrative Council.

(b) The Chief Organization Officer shall, upon receipt of an organization's application, make a recommendation to the Student Senate as to whether or not the application should be accepted or denied.

Section Three (3). The Chief Organization Officer shall periodically review Officially Chartered Student Organizations to ensure that all Organizations are compliant with SGA rules under Article VII, Section One (1) and this Constitution and Bylaws.

(a) The Chief Organization Officer shall retain the authority to initiate the process of revoking the charter of an Officially Chartered Student Organization, thereby bypassing the majority vote of initiation of the Student Senate.

(b) The Chief Organization Officer shall, upon request by a majority vote of the Student Senate, review specific organizations in accordance with this Section.

(c) The Chief Organization Officer shall issue recommendations to the Student Senate in all matters concerning discipline of Officially Chartered Student Organizations. Such recommendations are non-binding to the Student Senate.

Section Four (4). The Chief Organization Officer shall oversee and execute penalties and discipline in accordance with Article VII, Section Six (6) of the Constitution. The Chief Organization Officer retain the authority to subscribe the method by which penalties are executed to Officially Chartered Student Organizations, provided that,

(a) The methods of exacting penalties under this Section do not violate the Constitution or Bylaws.

(b) The execution of penalties is consistent with the will of the Student Senate as expressed in their approval of such penalties.

(c) The Chief Organization Officer shall have penalties executed within 21 days of their approval by the Student Senate. The Student Senate shall retain the authority to modify this deadline.

Section Five (5). The Chief Organization Officer shall keep updated lists of the Official Representatives of all Officially Chartered Student Organizations.

(a) The list of Official Representatives of all Officially Chartered Student Organizations shall be updated no less than once during the Fall Academic Semester and no less than once during the Spring Academic Semester.

(b) Upon modification of the Representative of any Student Organization, the Chief Organization Officer shall update his lists in accordance with (a).

(c) The list of Official Representatives of all Officially Chartered Student Organizations shall be utilized by the Chief Organization Officer to communicate all relevant information to the Officially Chartered Student Organizations outside of regular or special meetings of the Organization Commission.

Section Six (6). The Chief Organization Officer shall nominate, as necessary, active students in accordance with Article VI, Section Four (4) to serve as Organization Student Senator after the nominee submits an Application for Organization Senator Appointment, observes a meeting of the Student Senate, and holds a nomination conference with the Chief Organization Officer.

Bylaw 13: Duties of the Chief Student Officer

Section One (1). The Chief Student Officer shall be an executive representative by virtue of his office of all students in regard to student affairs, Commuter Student Senators, and Resident Student Senators.

Section Two (2). The Chief Student Officer shall nominate, as necessary, active students in accordance with Article VI, Section Two (2) to serve as Resident Student Senator of their respective resident housing facilities after the nominee submits an Application for Resident Senator Appointment, observes a meeting of the Student Senate, and holds a nomination conference with the Chief Student Officer.

Section Three (3). The Chief Student Officer shall nominate, as necessary, active students in accordance with Article VI, Section Three (3) to serve as Commuter Student Senator after the nominee submits an Application for Commuter Senator Appointment, observes a meeting of the Student Senate, and holds a nomination conference with the Chief Student Officer.

Section Four (4). The Chief Student Officer shall serve as a liaison to the Vice President of Student Life, Dean of Students, the Student Life Office, the Office of Residence Life, the Athletic Department, the Counseling Center, Student Health Services, Food Service, the Bookstore, and Campus Safety.

Student Five (5). The Chief Student Officer shall assist the President in his promotion of the general direction and cause of the Student Senate in regards to student affairs in accordance with Bylaw 10, Section 7.

Section Six (6). The Chief Student Officer shall be highly knowledgeable and highly comparatively well-informed on the structure of Student Life, Student Conduct Code, policies of Student Life, and judicial affairs.

- Section Seven (7). The Chief Student Officer shall periodically review the University Student Conduct Code and cooperate with the Student Affairs Committee to issue recommendations on the University Student Conduct Code to Student Life.
- Section Eight (8). The Chief Student Officer shall periodically report to the Student Senate and the student body on the state of student activity facilities, student culture, and student activity resources.
- Section Nine (9). The Chief Student Officer shall serve as a permanent member of the Student Affairs Committee.

Bylaw 14: Duties of the Chief Academic Officer

- Section One (1). The Chief Academic Officer shall be an executive representative by virtue of his office of all students in regard of academic affairs and Academic Student Senators.
- Section Two (2). The Chief Academic Officer shall nominate, as necessary, active students in accordance with Article VI, Section Five (5) to serve as Academic Student Senator after the nominee submits an Application for Academic Student Senator Appointment, observes a meeting of the Student Senate, and holds a nomination conference with the Chief Academic Officer.
- Section Three (3). The Chief Academic Officer shall serve as a liaison of the Student Senate to the Chief Academic Officer of the University, the Academic Office, the Registrar's Office, the Student Academic Support Services, Rincker Memorial Library, Faculty, Academic Deans, and Department Chairmen to fulfill his duties.
- Section Four (4). The Chief Academic Officer shall assist the President in his promotion of the general direction and cause of the Student Senate in regards to academic affairs, in accordance with Bylaw 10, Section 7.
- Section Five (5). The Chief Academic Officer shall be highly knowledgeable and highly comparatively well-informed on the academic organization of the university, its academic programs, its traditional undergraduate core curriculum, the faculty handbook, traditional undergraduate academic catalog, and academic policies of the institution.
- Section Six (6). The Chief Academic Officer shall periodically review the traditional undergraduate academic catalog and cooperate with the Academic Affairs Committee to issue recommendations on the academic catalog to Academics.
- Section Seven (7). The Chief Academic Officer shall periodically report to the Student Senate and the student body on the state of the academic facilities, academic research, academic resources, academic engagement, and instruction.
- Section Eight (8). The Chief Academic Officer shall serve as a permanent member of the Academic Affairs Committee.; and, be it,

Bylaw 15: Duties of the Secretary

Section One (1). The Secretary of SGA shall verbally conduct the Student Senate Roll Call and report results to the Student Senate in accordance with Bylaw 9, Section Two (2).

(a) The results of any or all Student Senate Roll Calls shall be made available immediately upon the request of any active student.

(b) The Secretary shall keep on file all records of Student Senate Roll Calls and membership attendance.

(c) All Roll Calls shall be published for public notice (e.g. via the Internet).

Section Two (2). The Secretary of SGA shall maintain the Membership Roll of the Student Government Association, its voting members of the Student Senate, and all other ex officio members and members specified in accordance with Bylaw 9, Section Two (2).

(a) Any modifications or changes to membership shall be updated accordingly in the Membership Roll. No meeting of the Student Senate shall be conducted without first updating the Membership Roll.

(b) There shall be a monthly review of all members of SGA for compliance with membership eligibility status requirements within the Constitution and Bylaws. The review shall ensure that members are active students, maintain status compliant with the requirements of their office and position (e.g. residence status), have maintained attendance at SGA meetings, and have maintained status as otherwise required for their office in accordance with the Constitution and Bylaws.

(c) The Secretary shall immediately modify the Membership Roll accordingly upon notice of a member's status as ineligible to serve in his office.

(d) The updated Membership Roll shall be made available immediately upon the request of any active student. The Secretary shall keep on file all modifications of the Membership Roll. The updated Membership Roll shall be posted for public notice (e.g. via the Internet).

Section Three (3). The Secretary must maintain records of all SGA Executive Board meetings and official action of members within.

(a) All official business of the Executive Board and its members must be made public to the members of the Student Senate.

(b) Any official action of the Executive Board taking place during the Student Senate Session shall be made public to the Senate at the following Student Senate meeting of the whole. Official action shall be immediately made public to any active student at his request.

(c) Any official action of the Executive Board taking place outside of the Student Senate Session shall be made public to the Senate before the conclusion of the first Student Senate meeting of the

whole. Official actions of the Executive Board shall be made publicly available to any active student upon his request.

Section Four (4). Upon the request of the President, the Secretary shall make immediately available to the President a Form for the Declaration of a Presidential Veto in accordance with Article IV, Section Four (4) and Bylaw 27.

(a) The Form for the Declaration of a Presidential Veto must be identified by a number assigned by the Secretary. The Form must enable the President to specify the specific legislation to be vetoed and must enable the President to sign his veto.

(b) The Secretary shall receive the Veto from the President and, if signed, shall report the Veto to the Chair.

Section Five (5). Upon the request of any member of SGA, the Secretary shall make immediately available to that member a Form for Resignation in accordance with Article VIII of the Constitution.

(a) The Form for Resignation shall enable any member of SGA to resign his position effective immediately in accordance with Article VIII.

(b) The Secretary shall receive the Form from the member and, if signed by the member, shall report his resignation to the Student Senate at its next scheduled meeting of the whole.

(c) The Membership Roll shall be immediately modified after the resignation of any member of SGA.

Section Six (6). The Secretary shall receive, distribute, and publicize any proposed amendments to the Constitution in accordance with Bylaw 25.

Section Seven (7). Upon the impeachment of any member of SGA, the Secretary shall adequately inform that person of his impeachment in accordance with Bylaw 7.

Section Eight (8). The Secretary shall serve as the chief communicator of action, business, and information as requested by the Student Senate or mandated by the Constitution or the Bylaws to the members of SGA.

Section Nine (9). The Secretary shall maintain the Senate Record in accordance with Bylaw 29.

Section Ten (10). The Secretary shall maintain rosters of voting membership of all Standing Committees in accordance with Bylaw 1.

Section Eleven (11). The Secretary shall maintain the website for the purpose of achieving its and the Student Senate's objectives, namely those described in Article II of the Constitution.

(a) The Secretary shall ensure that various persons, Committees, and members of SGA be allowed maintenance privileges of their respective jurisdictions on the website (e.g. the Standing Committees, members of the Executive Board, etc.).

(b) The Secretary shall modify the website in accordance with the opinion of the Student Senate when asked to do so by a majority vote of the same.

Bylaw 16: Duties of the Treasurer

Section One (1). The Treasurer shall be the chief financial officer of the Student Government Association.

Section Two (2). The Treasurer shall retain the authority to approve or deny requisitions of SGA funds.

(a) The Treasurer shall ensure that funds are properly distributed to various persons of SGA and its member organizations in accordance with the budgets and resolutions of the same.

(b) The approving or denying of a requisition of SGA funds shall be based on the Treasurer's interpretation of the budgets and resolutions of SGA and its member organizations.

(c) The Treasurer's decision to approve or deny a requisition may be vetoed by a majority vote of the Student Senate.

Section Three (3). The Treasurer shall be the SGA liaison to the University's Business Office, Controller, Cashier's Office, Chief Financial Officer, and Vice President of Finance for distribution and maintenance of the Student Government Association's financial assets.

Section Four (4). The Treasurer shall maintain communication on all financial matters between SGA and Officially Chartered Student Organizations.

(a) The Treasurer shall keep a roster of all Organization Representatives and the treasurers of all Officially Chartered Student Organizations.

(b) The Treasurer shall keep a roster of all faculty advisors of SGA member Student Organizations.

Section Five (5). The Treasurer shall oversee the salaries of all paid members of SGA.

(a) The Treasurer shall, in accordance with Section Two (2), retain the authority to approve or deny requisitions of payment to members of SGA who are on SGA payroll.

(b) The Treasurer shall carry out the payment guidelines of the Student Senate in accordance with Bylaw 32.

Section Six (6). The Treasurer shall serve as a permanent member of the Finance Committee.

Section Seven (7). The Treasurer shall keep the Student Senate adequately informed on the budget and current financial assets of SGA.

(a) The Treasurer shall present a comprehensive report of the financial assets, budget, income and expenditures of SGA at all attended meetings of the Finance Committee.

(b) The Treasurer shall present a quarterly comprehensive report of the financial assets, budget, income and expenditures of SGA to the Student Senate. The report shall be presented no less than two (2) times per Academic Semester.

Bylaw 17: Duties of the Parliamentarian

- Section One (1). The Parliamentarian shall be the chief advisor of the Senate on procedural matters; thus, he shall be knowledgeable on Robert's Rules of Order, the Constitution and Bylaws of the Student Senate, and the Standing Rules of the Student Senate.
- Section Two (2). The Parliamentarian shall advise officers, committees, and other members of the Senate on procedural matters and governing documents.
- Section Three (3). The Parliamentarian shall advise the Chairman of the Senate on questions of order or parliamentary inquiry.
- Section Four (4). The Parliamentarian shall acquaint members of the Senate with proper parliamentary procedures.
- Section Five (5). The Parliamentarian shall enforce proper parliamentary order and decorum through Points of Order and other measures in accordance to Bylaw 9.
- Section Six (6). The Parliamentarian shall be a permanent member of the Rules Committee.
- Section Seven (7). No person may be eligible to serve as Parliamentarian unless he is an active student who has been a voting member of the Students Senate in accordance with Article VI of the Constitution at no less than 10 meetings.

Bylaw 18: Duties of the Academic Committee

- Section One (1). The Academic Affairs Committee shall be the chief advisory panel on all academic matters of policies and regulations, which directly affect active students.
- (a) The Committee shall make recommendations to the Student Senate concerning the placement of student members on academic policy committees within the University, especially those that have a significant impact on the constituency of SGA.
- (b) The Committee shall, by a majority approval of the Student Senate, issue recommendations on University academic policies to relevant policy committees within the University, especially those that have significant impact on the constituency of SGA.
- (c) The Committee shall review University academic policies that have a significant impact on the constituency of SGA, and by a majority approval of the Student Senate, issue official statements in response to such policies on behalf of the student body.
- (d) The Committee shall, by a majority approval of the Student Senate, issue academic policy proposals on behalf of the Student Senate to the University and relevant policy committees.

- Section Two (2). The Committee shall be the primary voice of the constituency of SGA on matters of University academic policies and regulations.
- Section Three (3). The Committee shall considers matters of student interest in the areas of academic policy, curriculum, student academic support services, academic resources, academic facilities, academic research, academic engagement, instruction, and faculty-student relations, and shall recommend action to the Senate.
- Section Four (4). The Committee shall annually review the Traditional Undergraduate Catalog and, by a majority vote of the Student Senate, issues recommendations on the Catalog to Academics.
- Section Five (5). No person shall speak on the behalf of the Student Senate on matters of University academic policies and regulations without first bringing the issue to the Academic Affairs Committee. The Student Senate may override this Section by a two-thirds vote.; *and be it,*

Bylaw 19: Duties of the Elections Committee

- Section One (1). The Election Committee shall carry out the duties of all public elections in accordance with the Constitution and the Bylaws. A public election is any election of an SGA official where votes may be cast by persons who are non-members of SGA.
- Section Two (2). The Election Committee shall annually seek an updated count of the population of each resident housing facility and the number of active students living off campus as defined in Article VI. The Committee shall seek an updated list of the resident housing facilities on campus to be represented in the Student Senate.
- (a) The population of each resident housing facility should be the approximate capacity of the facility as determined by the Election Committee.
- (b) The Committee shall seek the information in this Section between the first and tenth weeks of the Spring Academic Semester.
- (c) The Committee shall include this information in materials distributed to candidates and shall publish the information to the general public no later than the tenth week of the Spring Academic Semester unless otherwise directed under the Bylaws.
- Section Three (3). The Election Committee shall annually seek an updated count of the number of available seats to be occupied by Student Organization Senators.
- (a) The Election Committee shall seek the information in this Section between the first and tenth weeks of the Spring Academic Semester.
- (b) The Committee shall include this information in materials distributed to candidates and shall publish the information to the general public no later than the tenth week of the Spring Academic Semester unless otherwise directed under the Bylaws.

Section Four (4). The Election Committee shall annually seek a list of the persons on campus eligible to vote in public elections.

(a) The Election Committee shall seek the information in this Section between the first and tenth weeks of the Spring Academic Semester.

(b) The Committee shall, upon the request of any active student, make the information acquired under this Section available to the general public no later than the tenth week of the Spring Academic Semester unless otherwise directed under the Bylaws.

(c) The Committee shall seek a list of all active students who will maintain resident status as defined by Article VI, Section Two (2) during the Fall Academic Semester. The list shall also include the corresponding resident housing facility of each student.

(d) The Committee shall seek a list of all active students who will not maintain resident status as defined by Article VI, Section Three (3) during the Fall Academic Semester.

(e) If the Committee is unsuccessful in seeking the information in accordance with this Section, the Committee shall instead have voters volunteer the information above. Should the Committee request it, voters will be required to prove their resident status. No voter shall be given the opportunity to vote as both a resident and commuter student, nor shall any voter be given the opportunity to vote for senators in more than one resident housing facility.

(f) No person shall be allowed voting rights in a public election without first proving his identity in the form of University-issued photo identification.

Section Five (5). No person shall serve as an election official or on the election committee in the 7 days preceding and following a public election in which the person is a nominee for Executive Board office.

Section Six (6). All other duties ascribed to the Election Committee by the Constitution and Bylaws or the Student Senate shall be included herein. No duties assigned shall violate the Constitution or Bylaws.

Bylaw 20: Duties of the Finance Committee

Section Five (5). The Committee shall also be the chief authority on matters dealing with non-monetary properties maintained, owned, or purchased by the Student Government Association.

(a) The Committee shall maintain lists of all non-monetary properties maintained, owned, or purchased by the Student Government Association.

(i) The Committee shall distinguish between properties of which the Student Government Association is the sole owner and authority (e.g. properties purchased solely by funds of the Student Government Association) and properties of which the Student Government Association shall maintain and control the property (e.g. office space under the jurisdiction of any division of the University) unless otherwise required by the University.

- (ii) Properties acquired by means of the Student Government Program Fee shall be under the sole authority of the Student Government Association unless otherwise specified by the Properties Subcommittee.
- (b) The Committee shall retain the authority of maintenance over all boundaries and jurisdiction of offices, buildings, and building space as acquired for use by the Student Government Association.
- (i) The Committee shall be the chief liaison to the University on matters of SGA property maintenance and upkeep.
 - (ii) The Committee shall retain the authority to distinguish between properties that are to be maintained by the Student Government Association and properties that are to be maintained by the University, by Officially Chartered Student Organizations, or by non-SGA persons and associations.
- (c) The Student Government Association shall not acquire or purchase property without first specifying, by way of the Committee, under whose authority the property will be properly maintained (e.g. maintenance, upkeep, and long term monetary obligations).
- (i) The Officially Chartered Student Organizations are to be the authority on maintenance of properties distributed to them unless otherwise specified by the Student Senate, the Properties Subcommittee, the Constitution, or these Bylaws.
 - (ii) Any associations or organizations not under the power or jurisdiction of the University are to be the final authority on maintenance of properties distributed to them unless otherwise specified by the Student Senate, the Properties Subcommittee, the Constitution, or these Bylaws.
- (d) The Committee shall make recommendations to the Student Senate on funds and purchases designated for use on capital improvement projects.
- (i) The Committee shall hold forums open to any persons as designated by the Committee for the purpose of developing long- and short-term capital improvement project goals.
- (e) The Committee shall maintain the storage, accessibility, and access to properties of the Student Government Association.
- (i) The Committee shall retain authority to designate what persons have access to offices and properties of the Student Government Association. Committee decisions on access to offices and properties may be overruled by a two-thirds vote of the Student Senate.
 - (ii) The Committee shall retain authority to designate and execute the storage of Student Government Association properties. Committee decisions on storage of properties may be overruled by a two-thirds vote of the Student Senate

Bylaw 21: Duties of the Public Relations Committee

- Section One (1). The Public Relations Committee shall be the chief board for maintaining the image of SGA and communicating the actions and vision of the Student Senate.

(a) The Committee shall gather feedback and communicate public opinion of the University community to the membership of SGA.

(b) The Committee shall issue statements to the University community portraying the sense of the Senate on various issues and communicating the actions and decisions of the same.

Section Two (2). The Public Relations Committee shall strive to maintain the image of SGA as an organization serving the best interests of its constituency, namely the objectives of SGA as outlined in Article II of the Constitution.

Section Three (3). The Public Relations Committee shall maintain the website in accordance with Bylaw 15, Section Eleven (11) when asked to do so by the Secretary.

Section Four (4). The Public Relations Committee shall appropriately communicate and publicize specific information on activities and decisions of interest to the constituency of SGA upon the request of any SGA committee, any member of the Executive Board, or a majority vote of the Student Senate.

Section Five (5). The Committee shall meet jointly once a semester with the Social Programming Committee for the purpose of coordination of their efforts.

Bylaw 22: Duties of the Social Programming Committee

Section One (1). The Social Programming Committee shall be the chief panel for planning and maintaining all events and activities hosted by the Student Government Association

Section Two (2). The Committee shall plan all external activities for SGA, including recreational and educational activities.

Section Three (3). The Committee shall act as a liaison between SGA and other campus bodies, (i.e. Campus Activities Board, Campus Ministry Leadership Team, and Resident Hall Association) for cooperation in and coordination of events and activities.

Section Four (4). The Committee shall promote the vision and objectives of the Student Senate via hosting and sponsoring student activities.

Section Five (5). The Committee shall meet jointly once a semester with the Public Relations Committee for the purpose of coordination of their efforts.

Bylaw 23: Duties of the Student Affairs Committee

Section One (1). The Student Affairs Committee shall be the chief advisory panel on all student affairs matters of policies and regulations which directly affect active students

(a) The Committee shall make recommendations to the Student Senate concerning the placement of student members on student affairs policy committees within the University, especially those that have a significant impact on the constituency of SGA.

(b) The Committee shall, by a majority approval of the Student Senate, issue recommendations on University academic policies to relevant policy committees within the University, especially those that have significant impact on the constituency of SGA.

(c) The Committee shall review University student affairs policies that have a significant impact on the constituency of SGA, and by a majority approval of the Student Senate, issue official statements in response to such policies on behalf of the student body.

(d) The Committee shall, by a majority approval of the Student Senate, issue student affairs policy proposals on behalf of the Student Senate to the University and relevant policy committees.

Section Two (2). The Committee shall annually review the Student Conduct Code and, by a majority vote of the Student Senate, issues recommendations on the Conduct Code to Student Life.

Section Three (3). The Committee shall be the primary voice of the constituency of SGA on matters of University student affairs policies and regulations.

Section Four (4). The Committee shall consider matters of student interest in the issues that encourage student development outside the classroom, student culture, and other matters, and shall recommend action to the Senate

Section Five (5). No person shall speak on the behalf of the Student Senate on matters of University student affairs policies and regulations without first bringing the issue to the Academic Affairs Committee. The Student Senate may override this Section by a two-thirds vote.

Bylaw 24: Duties of the Rules Committee

Section One (1). The Rules Committee shall be the chief panel for oversight on the legality of business conducted within the Student Government Association.

Section Two (2). The Rules Committee shall review all actions and business of the Student Government Association for compliance with SGA rules and procedures as defined by orders and motions of the Student Senate, the Bylaws, and the Constitution.

(a) Reviews conducted by the Rules Committee in accordance with this Section may be ordered by the discretion of the Rules Committee, by one-third of the voting members of SGA, by a petition bearing the signatures of no less than one-hundred (100) active students, or by order of any member of the Executive Board.

(b) The Rules Committee shall make recommendations to the Student Senate on matters concerning compliance with SGA rules and procedures in accordance with this Section.

Section Three (3). The Rules Committee shall periodically review members of the Student Senate for compliance with SGA rules and procedures as defined by orders and motions of the Student Senate, the Bylaws, and the Constitution.

(a) The Rules Committee may initiate the impeachment of any member of SGA, thereby bypassing the initiation of the removal process in accordance with Bylaw 7, Section One (1).

(b) Reviews conducted by the Rules Committee of any members of SGA may be ordered by the discretion of the Rules Committee, by one-third of the voting members of SGA, by a petition bearing the signatures of no less than one-hundred (100) active students, or by order of any member of the Executive Board.

(c) The Rules Committee shall make recommendations to the Student Senate on matters concerning the removal of a member of SGA.

Section Four (4). The Rules Committee shall periodically review Officially Chartered Student Organizations for compliance with SGA rules and procedures as defined by orders and motions of the Student Senate, the Bylaws, and the Constitution.

(a) The Rules Committee may initiate the removal of any member Student Organization of SGA, thereby bypassing the initiation of the removal process in accordance Bylaw 6.

(b) Reviews conducted by the Rules Committee of any chartered Student Organization may be ordered by the discretion of the Rules Committee, by one-third of the voting members of SGA, by a petition bearing the signatures of no less than one-hundred (100) active students, or by order of any member of the Executive Board.

(c) The Rules Committee shall make recommendations to the Student Senate on matters concerning the removal of a chartered Student Organization of SGA.

Section Five (5). The Rules Committee shall review all elected persons of any public election of SGA during the Student Senate Session and prior to their taking of office.

(a) The review shall include a check that the person rightfully elected meets the requirements of his office in accordance with the Constitution and Bylaws.

(b) The Rules Committee shall report on the results of their review to the Student Senate and shall make a recommendation concerning the eligibility of the officers-elect.

Bylaw 25: Amending the Constitution and Bylaws

Section One (1). In amending the Constitution and Bylaws of the Student Government Association, amendments must first be properly introduced to the Student Senate in accordance with Article X of the Constitution.

(a) No amendment shall be ratified in the Student Senate without having been first initiated in a main motion at a meeting taking place no less than 14 days prior to the date of Senate ratification.

(b) The main motion indicating the initiation of an amendment shall be noted in the minutes of the meeting at which the main motion is introduced.

(c) The main motion must include reference to the exact text of the amendment to be initiated. The exact text of the amendment must be included in the minutes as defined in Bylaw 29, Section Five (5).

(d) The main motion defined in (b) may be approved only by no less than a majority of the entire voting membership, that being defined as a majority of the total number of those who are voting members of the Student Senate at the time of the vote.

Section Two (2). Amendments properly introduced to the Student Senate and introduced therein in accordance with Section One (1), part (d) shall be subject to a vote no less than 14 days following the meeting at which the main motion in Section One (1), part (d) is adopted.

Section Three (3). Amendments introduced and initiated properly in accordance with Section One (1) shall be distributed and publicized for public examination.

(a) The exact text of proposed amendments must be made available to the Secretary by the member sponsoring the main motion which initiates its ratification process or by any representative of the same.

(b) The Secretary shall publicly post the exact text of any proposed amendments, shall properly label and file such in accordance with Bylaw 29, and shall post therein the date in which the amendment was introduced and the date in which it is subject to a vote of the Student Senate.

(c) The public posting of proposed amendments shall be targeted at the constituency of SGA. Proposed amendments shall be posted publicly within seven days following their initiation. The Secretary shall make available an electronic version accessible by the constituency of SGA within this timeframe.

Section Four (4). Amendments to the Constitution and Bylaws may be passed by no less than two-thirds of the entire voting membership, that being defined as two-thirds of the total number of those who are voting members of the Student Senate at the time of the vote.

Section Five (5). The Secretary shall enforce Article X, Section Four (4) of the Constitution.

(a) The Secretary shall publicly post amendments and alterations to the Constitution and Bylaws that are successfully passed by the Student Senate. The Secretary shall make available an electronic version accessible by the constituency of SGA within seven days or by the conclusion of the Student Senate Session, whichever occurs first.

(b) The Secretary shall update all official copies of the Constitution and Bylaws with any successfully passed amendments and alterations no later than seven days following their passage. Electronic copies and paper copies must be updated within this timeframe.

Bylaw 26: Internal Elections of Members of the Student Senate

Section One (1). All internal elections of SGA shall be conducted in accordance with this Bylaw. Internal elections shall be defined as any selection of office or position where the persons eligible to vote are limited to voting members of the Student Senate.

Section Two (2). Internal elections shall be conducted in a manner which permits a person to take office only upon the approval of a majority of the entire voting membership, that being defined as a majority of the total number of those who are voting members

of the Student Senate at the time of the vote. Such elections may be conducted in accordance with Robert's Rules of Order.

Section Three (3). The Chairman of the Student Senate at the time of the internal election shall exercise discretion as to which method of voting prescribed by Robert's Rules of Order is to be used. The Chair's decision is subject to Appeal in accordance with Robert's Rules of Order.

Section Four (4). Any member may request that a vote be taken by secret ballot in a contested election. Such a request must be honored by the Chairman.

Bylaw 27: The Veto of the President

Section One (1). The President of SGA shall retain the authority to request from the Secretary a form for vetoing any legislation within his rights in accordance with Article IV, Section Four (4) of the Constitution.

Section Two (2). Upon receiving a form for presidential veto, the President may declare his veto of any specific legislative action within his constitutional limits by specifying which action shall be vetoed, signing the veto form, and delivering such to the Secretary.

(a) The President shall specify which action is to be vetoed by listing the action's formal title, its assigned number, or its specific text.

(b) The President must declare his veto, delivering his completed veto form to the Secretary, in accordance with this Section and the Constitution and Bylaws within seven (7) days after the adjournment of the meeting in which the legislation was passed.

Section Three (3). Upon the Secretary's receipt of a properly completed veto form, his subsequent notice to the Chairman of the veto, and the Chairman's subsequent announcement of the veto to the Student Senate, the Student Senate shall retain the authority to override the presidential veto in accordance with the Constitution and Bylaws.

(a) The Student Senate may override the presidential veto by a main motion declaring which veto, specified by its number, shall be overturned.

(b) The Student Senate may approve such a main motion only by a two-thirds vote.

Bylaw 28: The Faculty Advisor

Section One (1). The Faculty Advisor, in accordance with the Constitution and Bylaws, shall be a member of the University faculty who advises and provides a faculty voice within the University of the Student Government Association in accordance with its objectives.

Section Two (2). The Faculty Advisor's term shall be one calendar year unless modified in accordance with the Bylaws and Constitution.

Section Three (3). The Faculty Advisor shall receive a salary of \$3000.00 for one year of holding office. His payment shall be distributed in equal increments at the end of equal periods as defined by the Treasurer.

(a) The Faculty Advisor shall be paid by the Student Government Association from the annual Student Government Program Fee.

(b) Should an advisor surrender his duties or be removed from his position at any time, his payment shall be prorated in accordance with the amount of time served.

Section Four (4). The Faculty Advisor shall be selected in accordance with the Bylaws and Constitution.

Section Five (5). The Faculty Advisor shall approve or deny all requisitions of funds in accordance with University guidelines and procedure. No requisitions of funds shall be approved by any person without proper approval of the Student Senate and the Treasurer unless otherwise ordered under the Constitution or Bylaws.

Bylaw 29: The Senate Record

Section One (1). The Senate Record shall be the historical record of all aspects of business conducted within the Student Government Association, including all aspects of business conducted in the Student Senate, its committees, and the Executive Board.

Section Two (2). All resolutions, bills, and other written motions shall, prior to their introduction to any deliberative body of SGA, be properly written and numbered for the purpose of effectively implementing and archiving official actions of SGA.

(a) Written resolutions, bills, amendments to written motions, and other written motions shall include line numbers and sections to identify what is to be resolved or enacted into code by the deliberative body in which it is presented. Written motions shall be printed in a format displayable to the deliberative body in which they are presented.

(b) All written motions presented in accordance with (a) shall, prior to their presentation to a deliberative body, be assigned an identification number that includes first an identification of the deliberative body of SGA in which it is to be presented, the Student Senate Session number in which it is to be considered, and the written motion number assigned within its Session (e.g. SENATE.125.1 would be the first resolution of the 125th Senate Session and would be presented to the Student Senate itself).

(c) All written motions assigned an identification in accordance with (b) shall be kept permanently on The Senate Record.

(d) Upon a deliberative body's consideration of a written motion, the resulting passage or failure of the motion, its final version, and the date the motion was considered shall be recorded permanently in The Senate Record. The final version of a written motion shall be its final, amended version as voted on by the deliberative body in which it was presented.

(e) No written motion shall be presented to any deliberative body of SGA unless it is presented within the same Student Senate Session with which its identification number corresponds.

(f) All resolutions must be submitted electronically to the Secretary or President of the Student Government Association prior to being proposed or discussed on the Senate floor.

Section Three (3). The membership lists of the Student Senate shall be recorded permanently in The Senate Record. Each modification of the membership list shall be recorded within the lists for permanent notice in The Senate Record.

Section Four (4). The Student Senate Roll Calls taken at meetings of the Executive Board, the Student Senate, and all committee meetings shall be recorded in The Senate Record.

(a) Roll Calls shall include persons called on the Roll and persons present on the Roll at the time of Roll Call. The persons called on the Roll Call shall be distinguished between voting members, non-voting members, and non-members of the deliberative body in which Roll was taken.

(b) The Senate Record shall include an identification number for all Roll Calls containing the deliberative body in which the Roll was taken, the Student Senate Session, the date, and the numbered Roll Call taken on that date.

Section Five (5). The Senate Record shall include all minutes of all deliberative bodies within SGA, including the Executive Board, the Student Senate, and its respective committees.

(a) All meeting minutes shall include the date in which the meeting was conducted.

(b) Meeting minutes shall contain all business conducted at the meeting, all motions, all votes, the times of Roll Call and the times of recess and adjournment, and any other items required in accordance with Robert's Rules of Order.

(c) Meeting minutes shall contain any items (e.g. unspoken speeches, special notes, etc.) placed on the record by a seconded motion to do so (e.g. "I move to place X on the record.").

Section Six (6). The Senate Record shall be publicly available and appropriately organized for the function of allowing public access (e.g. the Internet) to records of the Student Government Association.

Section Seven (7). All deliberative bodies within SGA shall take necessary action to comply with the requirements under this Bylaw (e.g. each committee may select a secretary to take minutes and roll call within its meetings).

Bylaw 30: Forums

Section One (1). A Presidential Forum, an official request on behalf of the constituency of SGA to conduct a forum with the President of the University and the President of SGA, may be called by a majority vote of the Student Senate or by the request of no less than 100 active students of the University community.

(a) Requests for a Presidential Forum shall include a date by which the Forum shall take place and may include a topic or topic list for discussion.

(b) The President of SGA or the President of the University shall retain the authority to unilaterally call a Presidential Forum.

Section Two (2). An SGA Forum, an official request on behalf of the constituency of SGA to conduct a forum with the voting members of SGA, may be called by a majority vote of the Student Senate or by the request of no less than 100 active students of the University community.

(a) Requests for an SGA Forum shall include a date by which the Forum shall take place and may include a topic or topic list for discussion. The Vice President shall retain the authority of discretion over when such a Forum, within the timetable established by the Forum's request, shall be called.

(b) The President of SGA shall retain the authority to unilaterally call an SGA Forum.

Section Three (3) Forums called and conducted under this Bylaw shall not be considered official meetings of the Student Senate or of any deliberative body within. While the Student Senate retains the authority to conduct a meeting at any time under a quorum, a Forum does not call for or direct the Student Senate or any other deliberative body to do so.

Section Four (4). The Secretary shall receive all official requests for Forums and shall report such to the Student Senate. The Public Relations Committee shall appropriately publicize all official Forums called and conducted in accordance with this Bylaw.

Bylaw 31: Special Committees

Section One (1). The Student Senate may create Special Committees at its discretion.

(a) Special Committees and their membership may be established by a majority vote of the Student Senate. A Special Committee may also be dissolved by a majority vote of the Student Senate.

(b) Special Committees shall exist within a Standing Committee, as defined by the Bylaws. A Special Committee shall exist within the Standing Committee that most closely deals with the business or purpose the Special Committee is created for.

(c) Special Committees shall only exist for the entirety of the Student Senate Session in which they are created. No Special Committee shall carry over from one Student Senate Session to the next.

(d) Special Committees shall report to the Student Senate on all business conducted by the Special Committee and its members.

Section Two (2). The Membership of Special Committees of the Student Senate.

(a) Special Committees shall consist of a chairman nominated and confirmed by the Student Senate. In the absence of a chairman, the President may appoint for no more than 90 days a temporary vacancy chairman.

(b) Special Committees shall include any traditional undergraduate student nominated and confirmed by the Student Senate. No chairman shall retain the authority to appoint members without first having such approved by the Student Senate. Members of Special Committees, including their chairmen, may be removed by a majority vote of the Student Senate.

(c) Membership of a Special Committee for a voting member of the Student Senate shall not count against the committee membership limit as outlined in Bylaw 1, Section Eight (8).

Section Three (3). The Special Committees shall conduct business in accordance with Robert's Rules of Order except where defined elsewhere in this Constitution and Bylaws. No Special Committee shall conduct official business without the presence of a majority of its voting members.

Section Four (4). The Student Senate shall be the final authority in all SGA business in accordance with the Constitution and Bylaws except where otherwise defined in the Bylaws. The powers not delegated to these Special Committees by the Bylaws or Student Senate, nor prohibited by them to the Special Committees, shall be reserved to the Student Senate, respectively.

(a) Resolutions, recommendations, or any other business passed by a Special Committee shall be subject to the consideration of the Standing Committee the Special Committee exists within prior to consideration by the Student Senate.

Bylaw 32: Salary of Members of the Executive Board

Section One (1). All members of the Executive Board as defined in Article V shall receive a salary for carrying out the duties associated with their offices.

Section Two (2). Members of the Executive Board shall receive an annual salary of \$2,500.00, paid out to members in equal increments at the end of each University employee pay period. If no such period exists, the primary enforcer of this Bylaw shall retain the authority to modify the pay periods for officers.

Section Three (3). Should a member of the Executive Board be excused from his position, the member's salary shall be prorated in accordance with the amount of time he has held office.

Section Four (4). The Student Senate shall retain the authority to modify the payment of a member of the Executive Board by a two-thirds vote.

Bylaw 33: The Chairman of the Student Senate

Section One (1). The Chairman of the Student Senate shall be selected in accordance with the Constitution and Bylaws. If no Chairman is selected accordingly, the Student Senate shall retain authority to select a Chairman for its meetings.

Section Two (2). The Chairman of the Student Senate shall uphold the Bylaws and Constitution when performing his duties as chair.

- Section Three (3). The Chairman shall retain the authority to temporarily surrender his duties as chair to another voting member of the Student Senate in cases where ethical obligations or necessity warrant doing so. In such cases, the Chairman shall set a time or event upon which the temporary chair must immediately cede his duties.
- Section Four (4). The Chairman shall, under proper request, report vetoes of the President to the Student Senate immediately after receiving such notice.
- Section Five (5). In the event that there is no chairman in a meeting of the Student Senate, the President shall immediately call to a vote an election of a temporary chairman.

Bylaw 34: The Student Organization Commission

- Section One (1). The aggregate of all Organization Representatives selected in accordance with Bylaw 6 shall be hereafter referred to as the Student Organization Commission.
- Section Two (2). The Student Organization Commission shall have quarterly meetings of the whole and shall meet no less than one (1) time each Academic Semester.
- (a) The Chief Organization Officer shall retain the authority to schedule and chair all meetings of the Student Organization Commission.
- (b) All meetings of the Student Organization Commission shall be open to any members of the Student Senate in accordance with Article VI, Section One (1).

- Section Three (3). The Student Organization Commission shall take part in the election of Student Organization Senators in accordance with Bylaw 3. The Chief Organization Officer shall call a meeting for the purpose of this election in accordance with the election timeline defined in Bylaw 3, Section Two (2).
- Section Four (4). Only Organization Representatives shall serve as voting members of the Student Organization Commission. The Commission shall conduct business in accordance with Robert's Rules of Order except where defined otherwise in this Constitution and Bylaws.
- Section Five (5). All Student Organization Senators shall attend the meetings of the Student Organization Commission.

Bylaw 35: Student Senate Selection of the Vice President

- Section One (1). The Vice President shall be elected by the nomination and confirmation of the Student Senate by a majority vote.
- Section Two (2). Any person may be nominated to serve as Vice President so long as they are eligible to serve and meet the requirements of the office in accordance with the Constitution and Bylaws of SGA. Nominations must be made within the meeting where the vote takes place.
- Section Three (3). The selection of the Vice President shall occur at the first regularly scheduled Student Senate meeting of the Student Senate Session. Prior to the selection, the President shall serve as the temporary Chair of the Student Senate.

Bylaw 36: Student Senate Selection of the Parliamentarian

- Section One (1). The Parliamentarian shall be elected by the nomination and confirmation of the Student Senate by a majority vote.
- Section Two (2). Any person may be nominated to serve as Parliamentarian so long as they are eligible to serve and meet the requirements of the office in accordance with the Constitution and Bylaws of SGA. Nominations must be made within the meeting where the vote takes place.
- Section Three (3). The selection of the Parliamentarian shall occur at the first regularly scheduled Student Senate meeting of the Student Senate Session.

Bylaw 37: Budgets of Officially Chartered Student Organizations

- Section One (1). Any student organization that is officially chartered with SGA, in accordance with Article VII of the Constitution, is entitled to a budget provided by SGA. Student organizations that meet this requirement shall, for the remainder of this Bylaw, be referred to as an Officially Chartered Student Organization (OCSO).
- (a) The SGA total budget shall be determined by the total undergraduate student population multiplied by the Student Government Fee for the present academic year. The Student Government Fee shall be set in accordance with Bylaw 8 as contained within these Bylaws.
- (b) To ensure that an adequate amount of funds are reserved for OCSO's, the Finance Committee shall, at the beginning of each academic year, reserve a portion of the SGA budget for officially chartered student organizations.
- (c) The OCSO budget cap shall be equal to or greater than the number of OCSO's at the beginning of the academic year multiplied by one thousand dollars (\$1,000). The Finance Committee shall keep in mind that some OCSO's will require more funds and that more student organizations may receive a charter during the course of an academic year.
- (d) Upon establishing the student organization budget cap, the Treasurer shall apportion each OCSO the sum of one thousand dollars (\$1,000).
- (e) If an OCSO finds the amount allocated, according to this Bylaw, to be inadequate for the size or plans of their organization, the OCSO may request and petition the Finance Committee for additional funds. Such requests must be submitted to both the Treasurer and the Finance Committee Chairman. The request shall then be considered by the Finance Committee. If the request is approved by the Finance Committee it shall be forwarded to the Student Senate for its consideration. Only by the approval of a majority of the Student Senate will an OCSO be allotted more than what is allowed by this Bylaw.
- (f) The Treasurer reserves the right to withhold funds from any OCSO if they fail to meet at least one of the following requirements,
- (i) Each OCSO must, prior to the final exam week of the Spring Academic Semester, complete the SEN.12 form and turn it in to the Chief Organization Officer. The Treasurer

will work with the Chief Organization Officer to ensure that each OCSO completes and turns in the SEN.12.

(ii) Each OCSO must hold at least eight (8) organization activities, as defined in (g) of this Section, an Academic Year. ; and be it,

(iii) An OCSO must abide by the rules and regulations laid forth in Article VII of the Constitution and Bylaw 6.

(g) An organization activity shall be defined as a meeting, activity, or gathering that is sponsored by an OCSO and is open to all students.

(h) A volunteer activity shall be defined as donating time or services to an individual or organization for no monetary payment. A volunteer activity may be on or off campus.

Section Two (2). If an OCSO does not abide by the regulations outlined in Section One (1), Part (e), Subsection (ii), the Treasurer reserves the right to freeze their funds and the Finance Committee or Student Senate cannot approve additional funds for the student organization.

(a) If an OCSO holds no organization activities and no volunteer activities during an academic year they will not be allocated any SGA funds the following academic year.

(b) If an OCSO holds no more than two (2) and no less than one (1) organization activity and no volunteer activities during an academic year they will be allocated \$200 of SGA funds the following academic year.

(c) If an OCSO holds no more than four (4) and no less than three (3) organization activities and no volunteer activities during an academic year they will be allocated \$400 of SGA funds for the following academic year.

(d) If an OCSO holds no more than six (6) and no less than five (5) organization activities and no volunteer activities during an academic year they will be allocated \$650 of SGA funds for the following academic year.

(e) If an OCSO holds at least seven (7) organization activities and no volunteer activities during an academic year they will be allocated \$1,000 of SGA funds for the following academic year.

(f) If an OCSO meets any of the guidelines in (a) through (e) of this Section and held at least one (1) volunteer activity they will be allocated an additional \$100 for the following academic year.

(g) If an OCSO finds the amount allocated their organization, according to (a) through (f) of this Section to be inadequate for the size or plans of their organization, they may request additional funds in accordance with Section One, Part (e) of this Bylaw. In doing so, they must prove to the Finance Committee and Student Senate that they will abide by the rules and regulations laid forth in Section One (1), Part (f), Subsection (ii) of this Bylaw.

(h) Each OCSO shall in accordance with Section One (1), Part (f), Subsection (ii) submit a report of their organization's activities and volunteer activities to both the Treasurer and Finance Committee prior to finals week of each semester.

Section Three (3). Each year the Finance Committee shall set a standard or cap for organization expenses.

- (a) The caps or standards that the Finance Committee will establish include, but are not limited to, clothing purchases, banquets, and organization sponsored trips.
- (b) The reimbursement rate for mileage shall be equal to the standard set by the University.
- (c) The Treasurer shall enforce this Section in accordance with his duties as outlined in Bylaw 16.

Section Four (4). OCSO's shall be limited in how they are allowed to spend SGA monies.

- (a) No OCSO shall spend SGA funds on any of the following,
 - (i) Scholarships or any gift giving. OCSO's may utilize funds in their agency accounts (funds from fundraisers) for these types of expenses. SGA funds cannot be used to raise funds for other costs. Gifts or reimbursements for speakers do not fall into the scholarship or gift giving category.
 - (ii) Any item paid for with SGA funds cannot be sold. An OCSO may charge members for an item (e.g. clothing, trips, banquet, etc) but they may not make a profit.
 - (iii) Alcohol. Any purchases of alcohol must be paid for with personal funds.
- (b) The Treasurer shall enforce this Section in accordance with his duties as outlined in Bylaw 16.

Section Five (5). To receive funds that have been allocated an OCSO it must complete an SEN.20 and turn it into the Treasurer. The Treasurer shall carry out these duties in accordance with Bylaw 16 and any regulations contained within this Bylaw.

Section Six (6). No OCSO may be given SGA funds to use during the summer. OCSO's may be reimbursed for expenses related to the Co-Curricular Fair.

Section Seven (7). The Finance Committee shall receive requests for unbudgeted funds from students, other organizations, or individuals that do not have a charter.

- (a) Student organizations without a charter shall be referred to as student organized extrativities (SOES).
- (b) Unbudgeted funds are funds that remain after the student organization cap has been set in accordance with Section One (1) of this Bylaw; Executive Board salaries have been set aside in accordance with Bylaw 32; the Faculty Advisor salary has been set aside in accordance with Bylaw 28; and discretionary budgets for Standing Committees and the Executive Board have been set aside.
- (c) Any funding request from a SOES or other organization must be submitted to the Treasurer and the Finance Committee Chairman. Requests for funds must be submitted before the purchase has been made. Funding requests for items already purchased will not be considered.
- (d) Upon receiving the funding request the Treasurer and Finance Committee Chairman shall meet with the leaders of the SOES or other organization that is requesting funds.

(e) After meeting with the SOES or other organization the Treasurer and Finance Committee Chairman shall work together to make a recommendation to submit to the Finance Committee concerning what funding, if any, should be given. If the recommendation is approved by the Finance Committee the recommendation shall be submitted to the Student Senate for its consideration. Only by the approval of a majority of the Student Senate will a SOES or other organization be allotted SGA funds.

(f) Funding for SOES or other organization's will only be done on a year to year basis as the budget permits. Neither the Finance Committee nor the Student Senate shall commit funds beyond the Student Senate session in which the funding request has been made.

(g) The Finance Committee and Student Senate shall give priority to a SOES or other organization whose purpose helps to fulfill the objectives and mission of SGA as outlined in Article II of the Constitution.

(h) The Finance Committee and Student Senate reserve the right to deny funding to any SOES or other organization.

Section Eight (8). Any duties or responsibilities outlined in this Bylaw shall not contradict with Article VII of the Constitution or Bylaws 1, 6, 16, or 20 contained here within.

Bylaw 38: Ballot Initiatives, Referendums, and Recalls

Section One (1). The Student Senate shall retain the authority to call for special elections or put questions or resolutions to a vote of the constituency of SGA.

(a) The Student Senate may call for votes described in this Section by a main motion in a meeting of quorum of the Senate. The main motion shall include the question(s) or resolution(s) to be put to the student body and shall name a timetable for the conducting of such an election.

(b) Any main motion passed under (a) shall be delivered to the Election Committee for the conducting of an election under the terms described in the main motion.

(c) Resolutions passed by a majority of those voting shall not be legally binding on the Student Senate.

Bylaw 39: Payment of an Agent

Section One (1). No student acting on behalf of the Student Government Association shall be paid in advance for work commissioned to him.

Bylaw 40: The Individual Organization Meeting

Section One (1). At the beginning of each Academic Semester, the Chief Organization Officer shall chair a one-on-one meeting with each OCSO to discuss its semester plan and Student Senate OCSO rules and procedures. This meeting shall be known as the Individual Organization Consultation.

- Section Two (2). At the Individual Organization Consultation, each OSCO shall be informed of the initial budget, in accordance with Bylaw 37 Section Two (2), and the procedure for requesting additional organizational funding.
- Section Three (3). Any OCSO that does not have an Individual Organization Meeting shall have funds withheld until an Individual Organization Consultation occurs.
- Section Four (4). The Chief Organization Officer shall chair all Individual Organization Consultation. The Student Government Organization Senators may also be present.

Bylaw 41: Charters of Officially Chartered Student Organizations

- Section One (1). The Chief Organization Officer shall oversee all Petitions for Approval as an Officially Chartered Student Organizations in accordance with the Constitution, Bylaws, and the following.
- (a) The petitioners shall submit a roster of no fewer than fifteen (15) traditional undergraduate students interested in the organization.
 - (b) The petitioners shall submit an organizational constitution being comprised of a preamble and articles concerning, but not limited to, name, mission, membership, officers, officer duties, and election procedures. This organizational constitution shall be submitted to the Student Senate.
 - (c) The petitioners shall submit a New Officer Information Sheet indicating their Faculty Advisor and elected organization officers including, but not limited to, President, Vice President, and Treasurer. In addition, the petitioners shall appoint one officer to serve as a liaison to the Student Government Association.
 - (d) The petitioners shall complete and submit the Petition for Approval as an Officially Chartered Student Organization form.
 - (e) The Petition shall be reviewed on the basis of its merits of academic development, character development, community relations, financial management, health and safety, leadership development, and the doctrine and practices of The Lutheran Church—Missouri Synod.
 - (f) The Chief Organization Officer shall review the received petition with the petitioners and report the findings of the review to the Student Senate.

- (g) The Petition for Approval as an Officially Chartered Student Organization may then be considered for chartering by the Student Senate.
- (h) The petitioners shall be granted a provisional status following the approval of the Student Senate and the Student Life Council.