

*The University of Evansville
Student Government Association*



Bylaws
As Amended 10/15/2024

Table of Contents

ARTICLE I. NAME, PURPOSE, AUTHORITY, AND LOCATION	6
SECTION 1. NAME AND ENTITIES	6
SECTION 2. PURPOSE	6
SECTION 3. AUTHORITY	6
SECTION 4. LOCATION AND CONTACT	6
ARTICLE II. THE EXECUTIVE BOARD	7
SECTION 1. POWERS OF THE EXECUTIVE BOARD	7
SECTION 2. OFFICERS OF THE SGA	7
A) THE PRESIDENT.....	7
B) THE VICE PRESIDENT.....	7
C) THE CHAIR OF STUDENT CONGRESS.....	7
D) THE CHIEF FINANCIAL OFFICER.....	8
E) DIRECTOR OF COMMUNITY.....	8
F) THE PARLIAMENTARIAN.....	8
G) THE SECRETARY.....	8
H) THE CHIEF MARKETING OFFICER.....	9
I) THE CHAIR OF THE ACADEMIC FUND BOARD.....	9
SECTION 3. OFFICE HOURS	9
SECTION 4. OFFICER QUALIFICATIONS	9
A) WAIVER OF QUALIFICATIONS.....	9
SECTION 4. SELECTION OF OFFICERS OF THE SGA	10
SECTION 5. RULES OF ELECTIONS	10
SECTION 6. OFFICER APPOINTMENTS	10
SECTION 7. OFFICER NOMINATIONS	10
SECTION 8. RESIGNATION OF OFFICERS	11
SECTION 9. IMPEACHMENT AND REMOVAL OF EXECUTIVE BOARD OFFICERS	11
A) IMPEACHMENT PROCESS.....	11
B) REMOVAL OF OFFICERS.....	11
C) APPEAL OF REMOVAL.....	11
SECTION 10. VACANCIES	12
SECTION 11. MEETINGS AND ACTIONS OF THE EXECUTIVE BOARD	12
A) REGULAR MEETINGS.....	12
B) SPECIAL MEETINGS.....	12
C) QUORUM.....	12
D) OFFICER ATTENDANCE.....	12
E) REMOTE PARTICIPATION.....	12
F) MANNER OF ACTING.....	12
G) ACTION WITHOUT MEETING.....	12
H) CONFIDENTIALITY.....	13
I) MINUTES OF MEETING.....	13
J) RULES OF ORDER.....	13

ARTICLE III. THE STUDENT CONGRESS..... 13

SECTION 1. POWERS OF THE STUDENT CONGRESS 13
SECTION 2. REPRESENTATIVES OF THE STUDENT CONGRESS..... 13
A) METHOD OF SELECTION 13
B) POWERS AND RESPONSIBILITIES 14
SECTION 3. SGA RECOGNIZED ORGANIZATIONS..... 14
A) REQUESTING SGA RECOGNITION 14
B) GRANTING SGA RECOGNITION 14
C) REVOCATION OF RECOGNITION 14
SECTION 4. ORGANIZATION STANDING 15
A) GOOD STANDING 15
B) BAD STANDING 15
C) APPEAL OF BAD STANDING 15
SECTION 5. MEETINGS OF THE STUDENT CONGRESS 15
A) IN GENERAL 15
B) REGULAR MEETINGS 16
C) AGENDA OF REGULAR MEETINGS 16
D) SPECIAL MEETINGS 16
E) QUORUM 16
F) MANNER OF ACTING 16
SECTION 6. RULES OF ORDER 17
SECTION 7. RESOLUTIONS 17
A) GENERAL OVERVIEW 17
B) MONETARY RESOLUTIONS..... 17
C) NON-MONETARY RESOLUTIONS..... 18
D) RESOLUTIONS SPONSORED BY THE STUDENT ASSOCIATION 19

ARTICLE IV: ACADEMIC FUND BOARD 19

SECTION 1. POWERS OF THE ACADEMIC FUND BOARD 19
A) GENERAL OVERVIEW 19
B) OTHER POWERS 19
SECTION 2. MEMBERS OF THE AFB..... 19
SECTION 3. MEETINGS OF THE AFB 19
A) TIME OF MEETING 19
B) QUORUM 20
C) CONFLICTS OF INTEREST..... 20
D) RULES OF ORDER..... 20
SECTION 4. AFB RESOLUTIONS 20
A) SUBMISSION 20
B) RESTRICTIONS 20
C) APPROVAL OF RESOLUTIONS 21

ARTICLE V: FINANCES OF THE SGA..... 21

SECTION 1. ANNUAL BUDGET..... 21

A)	SGA REVENUE	21
B)	REQUIRED BUDGET ENTITIES	21
	SECTION 2. ORGANIZATIONAL BUDGET REQUESTS	22
	SECTION 3. ELIGIBILITY FOR BUDGET REQUESTS	22
	SECTION 4. RESOLUTION FUND	23
	SECTION 5. RESERVE FUND	23
	SECTION 7. ACCOUNTING PROCEDURES	23
	SECTION 8. AUTHORITY	23

ARTICLE VI: COMMITTEES OF THE SGA 23

	SECTION 1. STANDING COMMITTEES.....	23
	SECTION 2. AD HOC COMMITTEES.....	24
	SECTION 3. ELECTIONS COMMITTEE.....	24
A)	MEMBERSHIP OF THE ELECTIONS COMMITTEE	24
B)	MEETINGS OF THE ELECTIONS COMMITTEE	24
C)	POWERS AND RESPONSIBILITIES OF THE ELECTIONS COMMITTEE	24
	SECTION 4. FINANCE AND BUDGET COMMITTEE.....	25
A)	MEMBERSHIP.....	25
B)	MEETINGS OF THE FINANCE AND BUDGET COMMITTEE.....	25
C)	RESPONSIBILITIES OF THE FINANCE AND BUDGET COMMITTEE	25
	SECTION 5. APPEALS COMMITTEE.....	25
A)	MEMBERSHIP OF THE APPEALS COMMITTEE	25
B)	MEETINGS OF THE APPEALS COMMITTEE	25
C)	POWERS AND RESPONSIBILITIES OF THE APPEALS COMMITTEE	25
	SECTION 6. AUDIT COMMITTEE.....	26
A)	MEMBERSHIP OF THE AUDIT COMMITTEE	26
B)	MEETINGS OF THE AUDIT COMMITTEE	26
C)	POWERS AND RESPONSIBILITY OF THE AUDIT COMMITTEE.....	26
	SECTION 7. ENHANCEMENT COMMITTEE	26
A)	MEMBERSHIP OF THE ENHANCEMENT COMMITTEE	26
B)	MEETINGS OF THE COMMITTEE	26
C)	POWERS AND RESPONSIBILITIES OF THE ENHANCEMENT COMMITTEE	26
	SECTION 8. UNIVERSITY COMMITTEES	27
A)	UNIVERSITY COMMITTEES SERVED BY THE PRESIDENT.....	27
B)	UNIVERSITY COMMITTEES SERVED BY VICE PRESIDENT	27
C)	UNIVERSITY COMMITTEES SERVED BY THE DIRECTOR OF COMMUNITY	27
D)	UNIVERSITY COMMITTEE APPOINTMENTS OF THE SGA PRESIDENT.....	27
E)	UNIVERSITY COMMITTEE APPOINTMENTS OF THE SGA VICE PRESIDENT.....	27
F)	UNIVERSITY COMMITTEE APPOINTMENTS OF THE DIRECTOR OF COMMUNITY	28

ARTICLE VII: AMENDMENTS 28

	SECTION 1. AMENDMENT	28
	SECTION 2. EFFECT.....	28

ARTICLE VIII: RATIFICATION 28

SECTION 1. RATIFICATION..... 28
SECTION 2. EFFECT..... 28

Bylaws of the University of Evansville Student Government Association

As presented to the Student Congress on 04/18/2024

Article I. Name, Purpose, Authority, and Location

Section 1. Name and Entities

The name of this organization is the University of Evansville Student Government Association, hereby referred to as the “SGA”. The SGA will be comprised of the Executive Board and the Student Congress. The name of this document shall be the Bylaws of the University of Evansville Student Government Association and will further be referred to as “the SGA Bylaws” or “Bylaws.”

Section 2. Purpose

The purpose of the SGA, per the University of Evansville Student Handbook, is to promote student interests throughout the University. The priority of SGA will be to allocate the undergrad Student Activity Fee in a way that ensures students have a voice in how their fee is spent, as well as represent the Student Association¹. The SGA will also provide effective, ethical, and influential leadership on campus to promote the advancement of the student experience.

Section 3. Authority

- (i) The SGA has authority over the Student Activity Fee, representation of the Student Association, and all SGA recognized organizations within the University of Evansville. The governing documents of the SGA shall be the Constitution of the SGA and these bylaws.
- (ii) The SGA is granted this authority by the University of Evansville Student Handbook.

Section 4. Location and Contact

- (i) The executive office of the SGA is located on the second floor of the Ridgway University Center in the Offices of Student Engagement room 215.
- (ii) All physical files of the SGA will be kept in this office for a period of ten (10) years.
- (iii) The main contact for the SGA will be the SGA President on their official email (SGAPresident@evansville.edu). The SGA executive board can be contacted at their email (SGAExecutiveBoard@evansville.edu)

¹ The student association will consist of all the full time undergrad student body of the University

Article II. The Executive Board

Section 1. Powers of the Executive Board

The Executive Board will have executive authority over the SGA. The Board shall be entrusted with various responsibilities to ensure that the SGA is efficiently and effectively functioning. They shall represent the SGA and Student Association in matters regarding the University as well as make suggestions and relay student concerns to relevant University employees on matters pertaining to the student experience.

Section 2. Officers of the SGA

a) The President

The SGA President, hereby referred to as “President” is the chief student spokesperson and a liaison between the Student Association and the various entities of the University. They shall regularly update themselves on matters of importance to the Student Association and University at large. The President shall be the leader of the Executive board and shall oversee and ensure the faithful execution of the governing documents of the SGA. The President shall deliver regular reports on the happenings of their office to the Student Congress and all other reports deemed advisable by the President or Executive Board. They shall be a de-facto member of all SGA committees. The President shall fulfill the roles of the Chairperson of Student Congress upon their absence. The President shall appoint the Vice President and Director of Community.

b) The Vice President

The SGA Vice President, hereby referred to as “Vice President” will assist the President in their duties and serve as de-facto President upon the President’s absence. They shall be up to date on the matters of importance to the office of the President. The Vice President will also serve as the University Enhancement Officer and shall propose and execute relevant University enhancement projects. They shall also advise members of the Student Association on the proper channels to propose University enhancements.

c) The Chair of Student Congress

The Chair of Student Congress, hereby referred to as “Chair” shall have executive authority over the Student Congress and shall preside over all meetings thereof. The Chair shall be a spokesperson of the Student Congress and serve as a representative of the Student Congress in all Executive Board meetings. The Chair shall ensure that all legislation of the Student Congress is carried into effect by the Executive Board. They shall regularly meet with the President to update them on the happenings of their office. The Chair shall oversee the governance of all SGA recognized organizations and familiarize themselves with the various Student Congress Representatives. They will be a de facto member of all SGA committees. The Chair shall be responsible for appointing the Chief Financial officer and Chief Marketing officer of the SGA.

d) **The Chief Financial Officer**

The SGA Chief Financial Officer, hereby referred to as “CFO”, shall be the financial record keeper of the SGA and shall oversee the budget and expenditures thereof. The CFO shall regularly report to the Executive Board and Student Congress the financial standing of the SGA. The CFO shall facilitate the transfer of all monies from the SGA to the various SGA recognized organizations after the approval of the annual budget or resolutions after they have been presented and signed by the President.

e) **Director of Community**

The Director of Community will work to foster a sense of belonging and engagement among the Student Association. They shall hold an ex officio position on the University Inclusion and Belonging committee and the Martin Luther King Jr. Day Planning committee and appoint another member from the Student Association to serve with them on each. The director of community is responsible for organizing and overseeing the SGA in various partnerships it makes with organizations, University departments and faculty, and individual students. The Director of Community will serve as the University Student Ombudsperson and shall assume the role of mediator and neutral spokesperson in all issues that arise in the SGA, as well as inter student issues and issues between students and University employees.

f) **The Parliamentarian**

The Parliamentarian shall be the authority over parliamentary procedure at all meetings of the SGA. The Parliamentarian shall advise the Chair of all meetings on matters of parliamentary procedure and policy of the SGA and educate the members of the Executive Board and Student Congress of the parliamentary procedure at the first meeting of Student Congress each semester. The Parliamentarian shall be knowledgeable of the SGA Constitution and these bylaws and interpret them when an inquiry arises within the SGA. The Parliamentarian shall also serve as the ethics officer of the SGA and be and an advisor on ethical practices to the various members therein. The Parliamentarian shall, when they or a majority of the executive board deems necessary, audit the governing documents of the various SGA recognized organizations to ensure their compliance with the SGA Constitution and these bylaws. At the beginning of each semester, and whenever an amendment is made, the Parliamentarian shall present the most recently amended copy of the SGA Constitution and these bylaws.

g) **The Secretary**

The Secretary will be in charge of all record keeping of the SGA. They shall record the minutes of all meetings of the Executive Board and Student Congress. They shall have the responsibility to maintain all files of the SGA. The Secretary shall keep a record of all Student Congress Representatives and record their attendance at meetings of Student Congress. The secretary shall inform the Executive Board, the Director of the Center for Student engagement, and the

representatives of an organization when said organization falls into bad standing.

h) The Chief Marketing Officer

The Chief Marketing Officer, hereby referred to as “CMO”, shall be in charge of all public relations, imaging, and marketing of the SGA. It will be their responsibility to communicate all necessary information of the SGA to the members of the Student Congress and Student Association, except where otherwise noted in these bylaws or the SGA Constitution. The CMO shall. Manage the official social media accounts of the SGA, as well as the SGA website. The CMO shall also promote the events of the various SGA recognized organizations, as well as University events as they see fit. The CMO shall also be responsible for advising the various SGA organizations on marketing tactics. They shall have an in-depth knowledge of all University marketing policy. They will, in conjunction with the Secretary, plan the SGA end of year banquet.

i) The Chair of the Academic Fund Board

The Chair of the Academic Fund Board, hereby referred to as “AFB Chair”, shall have authority over the AFB and ensure its compliance with these bylaws and the SGA Constitution. They shall serve as the main point of contact between members of the Student Association and the AFB. They shall be responsible for appointing the various members of the AFB as described in the SGA Constitution and these bylaws. They shall be responsible for processing all resolutions of the AFB once approved. They shall regularly inform the members of the AFB, as well as the Student Congress and Executive Board, of the financial standing of the AFB.

Section 3. Office Hours

- (i) Each officer of the SGA shall be required to hold a minimum of two (2) office hours each week to make themselves available to the members of the SGA as well as members of the Student Association. These hours shall be filed with the Secretary and announced to Student Congress and Student Association at the beginning of each semester.
- (ii) Officers may alter their office hours temporarily or permanently at any point during the semester. When this occurs, the officer shall announce the change to the Student Congress and Student Association within one (1) week of the change taking effect.
- (iii) Office hours shall take place in the SGA Executive office.

Section 4. Officer Qualifications

Each officer shall meet all qualifications laid forth in the SGA Constitution.

a) Waiver of Qualifications

Certain qualifications of the officers may be waived if the candidate for the officer position presents a petition bearing the signatures of 10 members of the Student Congress to the SGA Elections Committee, explaining the reasoning the candidate feels that, despite failing to meet the requirement, they should still be eligible for office. These petitions shall be presented no later than one (1) week prior to the

commencement of the election. The Elections Committee shall determine whether to accept or deny the petition. If accepted, the waiver shall be approved by a majority of the Student Congress. If rejected, the Elections Committee shall present the reasons for rejection to the petitioner, who may appeal the decision to the Director of the Center for Student Engagement.

- (i) Each candidate may only petition for one (1) requirement to be waived. If a candidate fails to meet multiple requirements for office they shall be ineligible to run. The requirements for grade point average, financial standing, and disciplinary standing may not be waived under any circumstances.
- (ii) If a candidate is seeking to continue in their position, or seeking a new position requiring the same qualifications does not meet all requirements, they will not be required to present a new petition each subsequent election.

Section 4. Selection of Officers of the SGA

The selection of all officers of the SGA shall be consisted with the process outlined in the SGA Constitution.

Section 5. Rules of Elections

Each year, the Elections Committee shall be responsible for bringing forth a resolution outlining the rules of elections. The resolutions shall outline the medium in which the election shall be conducted, the rules for campaigning, the campaign timeline, and any other information deemed necessary by the Elections Committee.

Section 6. Officer Appointments

The appointments by elected officers will be presented to Student Congress at the first meeting following the closing of Officer Elections. The appointed officers shall be approved by a majority vote of the Student Congress.

Section 7. Officer Nominations

- (i) The first meeting of the Student Congress following the closing of Officer Elections, the representatives of Student Congress shall present nominations to the positions of Parliamentarian and Secretary. Those nominated must be present to either accept or reject their nomination. Nominations shall be tabled for one (1) week.
 - 1. Those studying at Harlaxton may accept or reject their nomination in writing submitted no more than 24 hours after the time of nomination.
- (ii) After the nominations have been tabled, the nominees may present to Student Congress an argument for their approval. Student Congress will then vote on the nominees. A majority vote of the Student Congress is required.
 - 1. If no nominee receives a majority vote, a second vote shall be held between the two nominees with the most votes.

Section 8. Resignation of Officers

An Officer may resign at any time by submitting a written notice to the President and Secretary. Such resignation shall take effect at a time specified therein or at the completion of the semester in which notice was submitted.

Section 9. Impeachment and Removal of Executive Board Officers

a) Impeachment Process

When an officer of the Executive Board is found to have been in violation of these Bylaws, the Constitution of the SGA, or in violation of the University of Evansville Student Code of Conduct or is otherwise unable to fulfill their duties as an effective member of the Executive Board, an Officer of the SGA may be impeached by a petition brought forth to the Director of Community, in their capacity as Student Ombudsperson, by a member of the SGA bearing ten (10) signatures of members of the SGA. This petition shall include an extensive description of the reason for impeachment. The petition shall also be presented to the officer in question. The Director of Community may consult with the Parliamentarian to ensure this petition is in accordance with the SGA Constitution and these bylaws.

- (i) If the Director of Community is the officer that is being impeached, the petition shall be presented to the President, who shall assume the duties of Ombudsperson for the Impeachment and removal proceedings.
- (ii) If the Parliamentarian is the officer that is being impeached, the Director of Community may consult with another member of the Executive Board to determine the petition's validity.

b) Removal of Officers

The Director of Community, after determining the validity of the petition for impeachment, shall present the petition to the Student Congress, who shall hear arguments from the petitioner and the officer in question. After these arguments, Student Congress shall vote to remove the officer or not. The officer shall be removed by a 2/3 majority vote of the Student Congress. All proceedings shall be reported to the Director of the Center for Student Engagement and the Dean of Students.

c) Appeal of Removal

If the officer's due process is violated at any point during the impeachment or removal proceedings, they may petition the Director of the Center for Student Engagement for an appeal. The petition shall include the specific right or bylaw that was violated during the procedure. The Director of the Center for Student Engagement in consultation with the Director of Community, shall have the final decision on the appeal.

Section 10. Vacancies

A vacancy on the executive board, including those resulting from the removal or resignation of an Officer, shall be filled by an appointment of the President. This appointment shall be approved by a 2/3 majority of the Student Congress.

Section 11. Meetings and Actions of the Executive Board

a) Regular Meetings

The regular meetings of the Executive Board will occur on a weekly basis at such a time and place determined by the President of SGA with the approval of all Executive Board members.

b) Special Meetings

Special meetings of the Executive Board may be called by the President or Chairperson of Congress or at least 4 members of the Executive Board. The business of special meetings shall be confined to the purpose for which it was called.

c) Quorum

The quorum for all meetings of the Executive Board shall consist of a majority of Officers of the Board. A quorum shall be required to conduct all business of the Board. In the absence of a quorum, the Officers present may adjourn the meeting until a quorum is present.

d) Officer Attendance

Officers of the Executive Board shall be required to attend all regular meetings of the Board. Members may be excused from attendance if they inform the Secretary and President at least 24 hours prior to the meeting's call to order, and at least 5 Officers of the Board agree that the absence should be excused. All other absences will be unexcused. No officer may accrue more than three (3) unexcused absences and remain on the Executive Board.

(i) In certain circumstances that are unforeseen, the President and may excuse absences when notification was presented after the 24-hour deadline.

e) Remote Participation

Remote participation by Officers of the Executive Board by telephone, video, or similar communication methods, shall be allowed subject to the approval of a majority of the Executive Board. Participation by this method shall be equivalent to the presence in person at the meeting.

f) Manner of Acting

Except as otherwise provided in these bylaws or the SGA Constitution, a majority vote of those Officers present at any meeting of the Board at which a quorum is present shall be a valid action of the Board.

g) Action Without Meeting

When pressing matters occur at a time when the Board is unable to meet, a remote vote may be taken through written contact by the President to the members of the

Board. The Secretary shall record the action in a formal minutes that include all votes taken².

h) **Confidentiality**

The Board shall adopt a policy of confidentiality. This policy shall establish what information discussed at Executive Board meetings is proper to be made known to members of the Student Association. When information that is not proper to be made known to the Student Association is discussed, the Board shall be informed by the officer presenting the information.

i) **Minutes of Meeting**

The minutes of a meetings of the Executive Board shall be taken by the Secretary. The minutes shall be released to the Executive Board at least 48 hours prior to the next meeting of the Board.

i. Members of the Student Congress and Student Association are entitled to the minutes of the Executive Board and may access them by a request submitted to the Secretary.

j) **Rules of Order**

Unless otherwise stated in these bylaws, the meetings of the Executive Board shall be conducted according to the most recent edition of *Robert's Rules of Order*³. The SGA President shall be the presiding officer at all meetings of the Executive Board.

Article III. The Student Congress

Section 1. Powers of the Student Congress

The Student Congress shall have legislative authority of the SGA. Student Congress Representatives shall have the power to submit resolutions for consideration of the SGA on behalf of the organization they represent, or the SGA as a whole. Student Congress shall approve amendments to these bylaws and the SGA Constitution.

Section 2. Representatives of the Student Congress

a) **Method of Selection**

The Student Congress shall be comprised of one or two representatives from each of the various SGA recognized organizations. These representatives shall be chosen in a manner determined by such organizations. Each organization is responsible for reporting their representative(s) to the Secretary at the beginning of each semester, or at any point a representative change. If the organization fails to submit the name of a representative by the first meeting of the Fall semester, that organization shall immediately be in bad standing with the SGA. The Secretary shall be responsible for keeping an updated record of representatives and their contacts throughout the semester. Only

² This shall be in the form on screenshots, or copies of written vote declarations with the Officer's signature.

³ A reference sheet can be found in the joint appendix of this document.

representatives included in this record shall be counted towards the attendance at weekly meetings. Organizations may not send a substitute representative.

(i) Each Representative may only represent one organization at a time.

b) Powers and Responsibilities

Each SGA recognized organization in good standing with the SGA shall exercise one vote on all legislation presented to the Student Congress. This vote shall be determined by the Representatives of that organization. All Representatives of organizations in good standing shall have the power to make motions and submit Resolutions on behalf of their organization. All Representatives, regardless of organization standing, shall have the power to advocate ideas or opinions to the SGA, and make announcements on behalf of their organizations at Student Congress meetings. Each Representative shall have the responsibility to be an active member in their organization and relay information presented at Student Congress meetings to their organization. Representatives shall also have the responsibility to serve on various committees of the SGA and the University at-large.

Section 3. SGA Recognized Organizations

a) Requesting SGA Recognition

After recognition is granted by the Center for Student Engagement, an organization seeking SGA recognition will submit a request for recognition in writing to the Executive Board. The request shall include the names of the organization's president, treasurer, and Representative(s) to Student Congress as well as a current roster of the organization's membership. The organization shall also submit their governing documents⁴ with the request. The Executive Board may invite the requesting organization's leadership to an Executive Board meeting to inform them about their organization, its distinct purpose, and the goals thereof. The Executive board shall determine if the requesting organization will benefit the Student Association and contribute to the positive development of the student experience. The Executive Board may approve the request by a 2/3 majority vote.

b) Granting SGA Recognition

If the Executive Board approves of the request, it shall be presented to the Student Congress within one (1) meeting of the approval. The requesting organization may address Student Congress who shall, after deliberation, hold a vote of recognition. If that vote passes by a 2/3 majority, the organization shall be recognized.

c) Revocation of Recognition

If any organization remains in bad standing for four (4) consecutive semesters⁵, their recognition shall be revoked. Any organization that had their recognition revoked may not request recognition for the two (2) subsequent semesters. The

⁴ Templates for these are available from the Center for Student Engagement.

⁵ This shall be determined by the organization's standing at the beginning of each semester.

Executive Board, by a 2/3 majority vote, may at any time remove an organization's recognition subject to the approval of 2/3 of the Student Congress.

Section 4. Organization Standing

a) Good Standing

All organizations, at their time of recognition shall be in good standing, unless the members of the SGA place certain stipulations on the organization's recognition. The Representatives of organizations in Good Standing shall have full powers granted to them by these bylaws and the SGA Constitution. Organizations that remain in good standing consistently shall be granted priority in budget and resolution requests at the behest of the various committees.

b) Bad Standing

Organizations shall automatically fall in bad standing when they fail to submit the names of their Representative(s) prior to the first Student Congress meeting of the Fall semester or are not represented at three (3) Student Congress meetings in one semester according to the SGA attendance policy. The number of absences shall reset each semester. The Executive Board shall place organizations in bad standing by 2/3 majority vote if their representative acts in an inappropriate manner or fails to perform the responsibilities laid forth in these bylaws. Organizations that are in bad standing may not vote at Student Congress meetings. The Representative(s) of organizations in bad standing may not submit resolutions or a budget in the fall semester. Representatives of organizations in bad standing shall be eligible to serve on SGA committees but shall not serve on the Executive Board. An organization's standing shall carry over each semester.

c) Appeal of Bad Standing

An organization in Bad Standing may petition for one (1) appeal each semester by submitting a written request to the Appeals Committee. This committee shall hold at least one (1) meeting each semester, subject to the call of the Chair of Student Congress, who shall preside over the committee. The committee shall announce the time and location of the meeting at least two (2) weeks prior to it being held.

Section 5. Meetings of the Student Congress

a) In General

In order to act, the Student Congress must meet in person in a regular or special meeting. The Chairperson of Student Congress shall preside at all meetings thereof. Remote participation is prohibited except in circumstances determined by the Chairperson. Members of the Student Association shall have the right to attend all meetings of the Student Congress and request copies of the minutes and presentations thereof by contacting the Secretary. Members of the Student Association shall have a voice at all meetings of the Student Congress but may not vote on any legislation or make motions at meeting. That right shall be reserved for Representatives.

b) Regular Meetings

Regular meetings of the Student Congress shall be held each Thursday that the University is in session unless otherwise stated by the Chairperson. Meetings shall take place at 5:00pm Central Time in the Schroeder School of Business Administration, room 170. The Student Congress shall be called into session for the Fall semester the first Thursday in September. The last meeting of the Fall Semester shall be the Thursday prior to Reading Study Day. The Student Congress shall be called into session for the Spring Semester on the third Thursday of January, unless otherwise stated by the Chairperson. The last meeting of that semester shall be the Thursday prior to Reading Study Day.

c) Agenda of Regular Meetings

The agenda for regular meetings of the Student Congress shall be determined by the Chairperson and announced to the Representatives of Student Congress 24 hours prior to the meeting. Representatives may make motions to amend the agenda at the beginning of each meeting if they feel necessary. After all amendments have been offered and voted upon, the agenda shall be approved by the Student Congress. Each meeting agenda shall include a section for reports from the various officers of the Executive Board. There shall also be a section for members of the Student Association or Representatives of the Student Congress to address the members of the Executive Board with their concerns and suggestions for the betterment of the University. There shall also be a section for various members of the University community to submit announcements that shall be made to the Student Congress.

d) Special Meetings

Special meetings of the Student Congress may be called by the Chairperson, the President, or at least five (5) Representatives of organizations in Good Standing. When a special meeting is called, the Chairperson shall notify the Representatives of Student Congress and members of the Student Association of the meeting's date, location, and purpose by email at least ten (10) days in advance of the meeting. Business of Special meetings shall be contained to the stated purpose when the meeting is called.

e) Quorum

The quorum for all meetings of the Student Congress shall be one half plus one of the number of representatives registered with the SGA. A quorum shall be required to conduct all business of the Congress. If a quorum is absent, the Congress may adjourn the meeting until a time that a quorum may be present;

- (i) Multiple Representatives of a single organization shall only be counted as one (1) when calculating quorum.

f) Manner of Acting

Except as otherwise provided in these Bylaws or the SGA Constitution, a majority vote of those Representatives present at any meeting of the Student Congress at which a quorum is present shall be a valid action.

- (i) Voting by proxy will not be permitted.

Section 6. Rules of Order

Unless otherwise provided in these bylaws or the SGA Constitution, the meetings of the Student Congress shall be conducted according to the latest edition of *Robert's Rules of Order*.⁶ The Chairperson is responsible for keeping order at all meetings of the Student Congress.

Section 7. Resolutions

a) General Overview

All Representatives to Student Congress who represent organizations in good standing may submit resolutions for consideration on behalf of the organization they represent. Multiple Representatives may sponsor a resolution if the resolution is in the interest of multiple organizations. The President may submit resolutions for consideration on behalf of the Student Association or on behalf of their office. The Chairperson of Student Congress may submit resolutions for consideration on behalf of their office. The Vice President may submit resolutions for consideration on behalf of their office to further University enhancement projects.

b) Monetary Resolutions

- (i) Resolutions requesting funding from the SGA shall be called monetary resolutions. Monetary resolutions shall be submitted in a manner determined by the Executive Board. If the Monetary resolution is requesting funding for an event, that event must be CSE approved at the time the resolution is submitted.
- (ii) Monetary resolutions must be submitted by an Student Congress Representative or the president of an SGA Recognized organization that is in good standing, or a specified member of the SGA Executive Board. Resolutions must be submitted no less than three (3) weeks prior to the event or beginning of the project that the resolution's funding will support and may not be the only source of funding for the project/event. Other funding sources may include, but are not limited to:
 - 1. Funds from the requesting organization's University account;
 - 2. Fundraisers hosted by the organization;
 - 3. Dues, membership fees, or entrance fees for the organization;
- (iii) The resolution shall not fund anyone who is not a full-time undergraduate student of the University. The resolution shall not fund accommodations⁷. No funds from the resolution shall be allocated directly to a philanthropic organization, unless the resolution is submitted by a member of the SGA Executive Board or Student Association on behalf of the SGA.
- (iv) Monetary resolutions shall be deliberated by the Executive Board no later than one (1) meeting of the Executive Board after submission. Resolutions allocating funding from the resolution fund shall be approved by a majority

⁶ A reference sheet can be found in the Joint Appendix of this document.

⁷ This shall be defined as housing, meals, and travel expenses.

vote of the Executive Board. All resolutions allocating funds from the SGA Reserve fund shall be approved by a 2/3 vote of the Executive Board. If the resolution is submitted by a member of the Executive Board, that member shall recuse themselves from all discussion and voting on the resolution. If the Executive Board votes to deny the resolution, it shall be considered dead and must be resubmitted after a period of at least one (1) week. The Executive Board may approve a lower amount than requested for the resolution. All decisions of the Executive Board are final.

The resolution shall be presented to Student Congress no later than two (2) meetings after Executive Board approval. The members of the sponsoring organization(s) of the resolution may present the resolution to the Student Congress and answer questions.

- (v) Resolution shall be considered approved by a majority vote if the funding will be allocated from the Resolution Fund, and two thirds majority vote if funding will be allocated from the Reserve Fund.
 - 1. If the resolution is requesting \$1,000 or more, or the funds are being allocated from the SGA Reserve Fund, the resolution shall be tabled for one (1) week prior to final approval.
- (vi) Once a resolution is approved, the Secretary shall compose and print the finalized resolution, as well as a signature form⁸ to be signed by the Chairperson of Congress. The form shall then be presented to the President for their signature. The President shall sign or veto the approved resolution within five (5) days of presentation. If the resolution is not signed or vetoed within that period, it shall be considered approved. A veto may be overridden by a 2/3 majority vote of Student Congress.
- (vii) After the signing of the resolution, the CFO will transfer the funds to and from the necessary accounts. All funds that have not been used by the date of the event or completion of the project, or funds that have not been used at the end of the semester the resolution was passed, shall be transferred back to the SGA account that it originated;
 - 1. The organization that sponsored the resolution shall be responsible for returning the funds;
 - 2. The CFO will make certain that the funds are returned prior to the final meeting of the Student Congress each semester and will contact the organizations with outstanding funds owed to the SGA.

c) Non-Monetary Resolutions

Resolutions that will amend these bylaws or the SGA Constitution, and resolutions that make an official statement of the SGA, a branch thereof, or the Student Association, shall be called non-monetary resolutions (referred to as “resolution” or “resolutions” for the remainder of this subsection). These resolutions shall follow the same procedure as monetary resolutions. All amendments to these bylaws shall be approved by a majority of the Executive

⁸ These form templates shall be included in the Joint Appendix of this document.

Board and Student Congress. All amendments to the SGA Constitution shall be approved by a three fourths majority of the Executive Board and Student Congress.

d) Resolutions Sponsored by the Student Association

The Student Association shall reserve the right to submit resolutions to the Student Congress by forming a petition⁹ with signatures of fifteen (15) full time undergraduate students of the University. This petition shall be submitted with the resolution form. Resolutions sponsored by the Student Association shall follow the process outlined for other resolutions.

Article IV: Academic Fund Board

Section 1. Powers of the Academic Fund Board

a) General Overview

The Academic Fund Board, hereby referred to as the AFB, shall hear funding requests from full time undergraduate students at the University of Evansville related to academic or professional development activities. The AFB shall receive a budget each year and may not allocate more than 2/3 of their budget in the first semester. Requests that may be heard include, but are not limited to:

- (i) Graduate school admissions tests or preparation courses for these tests;
- (ii) Competitions, projects, conferences, etc. related to a specific academic field or professional development;
- (iii) Funding for equipment, software, or other supplies required for academic research.

b) Other Powers

The AFB shall have authority to develop its own operating procedures not outlined in these bylaws. These shall be approved by a majority of the AFB, as well as the Executive Board.

Section 2. Members of the AFB

The AFB shall be comprised of at least 7 but not more than 12 members. The President, Vice President, Chairperson of Student Congress, and the CFO shall be de-facto voting members of the AFB. The other members shall be appointed by the AFB chair from the various colleges of the University with the approval of a majority Student Congress. All members of the AFB must be full-time undergraduate students of the University with at least 30 completed hours of university credit at the time the member starts the position. These members must maintain a 2.75 GPA for the duration of the tenure on the AFB.

Section 3. Meetings of the AFB

a) Time of Meeting

The AFB shall meet prior to the first meeting of Student Congress each Fall semester and prior to the second meeting of Student Congress in the Spring

⁹ A template of this petition is included in the Joint Appendix of this document.

semester to determine which members will attend each meeting for that semester. They shall also determine the general operating procedure of the AFB, subject to the approval of the Executive Board. The AFB will hear resolutions the first week of each month on a day of their choosing while Student Congress is in session.

b) **Quorum**

Quorum shall be one half plus one of the members of the AFB. A quorum shall be required to conduct all business. When a quorum is not present, the AFB Chair shall determine an alternate time of meeting. Remote participation and proxy voting shall not be permitted at AFB meetings.

c) **Conflicts of Interest**

When a member of the AFB presents a resolution to the AFB, or when a member is directly impacted by a resolution brought before the AFB, they shall recuse themselves from all board discussion and voting.

- (i) If the AFB Chair is the recusing officer, the CFO shall assume all duties of the Chair.

d) **Rules of Order**

The AFB shall conduct meetings pursuant to the most recent edition of *Robert's Rules of Order*. The AFB Chair shall be the presiding officer of all meetings.

- (i) If the AFB Chair is absent, the CFO shall be acting Chair.
- (ii) The SGA Secretary shall take minutes at each meeting as a non voting member.

Section 4. AFB Resolutions

a) **Submission**

- (i) Any member of the Student Association that is a full-time undergraduate student may submit resolutions to the AFB for consideration. All resolutions must be submitted at least 48 hours prior to the AFB's monthly meeting. The AFB shall have final say over the approval of each resolution.
- (ii) When resolutions are submitted, the petitioner shall include a detailed description of what funding will be used for, the amount of outside funding and the source. They shall also indicate how the subject of this request will benefit the petitioner as well as any other information determined relevant by the AFB Chair, or AFB at large.

b) **Restrictions**

The AFB shall not be the sole source of funding for the project, conference, etc. that any resolution may fund. The AFB shall not fund any exam required by the University of Evansville or any department thereof. The AFB shall not allocate more than \$500 to any individual, or more than \$2,500, or \$500 per member of the group, whichever is greater.

c) Approval of Resolutions

- (i) The AFB shall determine the medium in which resolutions shall be submitted each year. The AFB Chair shall review all resolutions to determine if they are in compliance with these bylaws and AFB policy. The AFB shall have discretion to approve an amount that is less than what is requested.
- (ii) The AFB may table resolutions to hear at subsequent meetings if they feel more information is needed before approval. No resolution shall be tabled more than twice.
- (iii) The AFB may also invite a petitioner to present their resolution to the AFB and provide a chance to ask and answer in person questions.
- (iv) If the AFB denies a resolution, they shall inform the petitioner of the reason why. The petitioning student may resubmit the resolution for consideration at the following meeting.
- (v) If a resolution is requesting less than \$1,000 it shall be approved by a majority vote of those present at the meeting. If it is requesting \$1,000 or more, it shall be approved by a two thirds majority of those present at the meeting.
- (vi) When a resolution is approved, the secretary shall compose and print a resolution form and present it to the AFB Chair for their signature within 48 hours of the adjournment of the meeting. The resolutions shall then be presented to the President. The president shall sign or veto the resolution within five (5) days of presentation. If the resolution is not signed or vetoed in that time, it shall be considered approved.
- (vii) All decisions of the AFB are final.

Article V: Finances of the SGA

Section 1. Annual Budget

a) SGA Revenue

The budget of the SGA shall be made up of money collected from the Undergraduate Student Activity Fee and Special Activities Fee totaling \$464.00 per academic year. This fee shall be collected from each full time undergraduate student, hereby referred to as “student”. The following deductions shall be applied in the budget of the SGA each year:

- (i) \$51 per student allocated to the Athletics Department;
- (ii) \$26 per student allocated to the Ridgway Fund;
- (iii) \$5.50 per student allocated to the Theater Department;
- (iv) \$18,000 from the total amount collected allocated to the Crescent Magazine.

Any amendments to the allocation of the Undergraduate Student Activity Fee deductions shall be approved by the Dean of Students and University Vice President for Fiscal Affairs.

b) Required Budget Entities

The budget must include the following entities:

- (i) The SGA Operating fund;¹⁰
- (ii) The SGA Resolution pool;
- (iii) Academic Fund Board;
- (iv) Special Activities;¹¹

Section 2. Organizational Budget Requests

- (i) The finance and budget committee, referred to as “the committee” for the remainder of this Article, shall be formed by the beginning of the Spring semester each year, or at an earlier time determined by the CFO. The Office of Fiscal Affairs shall provide the committee with an estimate of total funds that will be allocated to the SGA in the coming academic year.
- (ii) The committee shall determine the medium in which the various SGA Recognized organizations will submit their budget requests prior to the first Student Congress meeting in March each year. Only SGA recognized organizations in good standing or other University entities approved by the committee may submit a budget request. The timeline for budget requests shall be determined by the committee.
- (iii) After submissions are received, the Finance and Budget Committee shall review each budget and may schedule a meeting with the treasurer, president, or SGA Representative(s), or similar leaders of each organization requesting a budget to ask questions and outline concerns;
 - 1. Any member of the Finance and Budget Committee that is also a member of a petitioning organization shall recuse themselves from proceedings dealing with their respective organization.
- (iv) The Finance and Budget Committee shall present the SGA budget to the Student Congress at least two (2) weeks prior to the final meeting of the Student Congress. This budget shall be tabled for a week. The budget shall be approved by a 2/3 majority vote of the Student Congress by or at the final meeting of the Student Congress in April.

Section 3. Eligibility for Budget Requests

In order to be eligible to request a budget from the SGA, the organization must be recognized by the SGA and in Good Standing at the time they submit their budget request and remain in Good Standing throughout the budget process. A group or department of the University shall be eligible for a budget subject to approval by the Committee and the Executive Board.

¹⁰ This shall include expenditures for the Executive Board, salaries, etc.

¹¹ This shall include money allocated to funding agreements made by the SGA.

Section 4. Resolution Fund

The Finance and Budget Committee will budget at least 10% of the total monies received by the SGA to a Resolution Fund. This will be an independent section of the SGA Budget. These funds will be accessible to the various SGA Recognized organizations in good standing through monetary resolutions. The resolution fund shall not stand below \$5,000 in the Fall semester.

Section 5. Reserve Fund

All surplus money not budgeted shall be allocated to a Reserve Fund. This fund shall be used for large scale projects of the SGA, as well as emergency allocation to the various budget entities of the SGA. Allocations from this fund shall be through monetary resolutions.

- (i) Any resolution that will cause the balance to be less than \$50,000 shall be approved by the CFO, Dean of Students, and the University Vice President of Fiscal Affairs in addition to initial approval from Student Congress and the SGA President.

Section 7. Accounting Procedures

- (i) Organizations or students that have passed resolutions through Student Congress or AFB shall submit the receipts for the event to the Center for Student Engagement. This shall be done by the treasurer of the organization, or the individual requester, with assistance from the CFO or AFB Chair.
 1. Advance reports and reimbursement receipts shall be submitted to the University Controller within two weeks of the approved event, or two weeks prior to Reading Study Day, whichever is earliest.
- (ii) All funds not used from Resolutions from the SGA and AFB shall be returned to the appropriate accounts within the SGA two (2) weeks prior to the final meeting of the Student Congress. The organization's Treasurer, or the individual requesting funds from the AFB have the sole responsibility to ensure this subclause is followed.
 1. Failure to follow this subclause shall result in sanctions decided by the Executive Board with the approval of the Director of the Center for Student Engagement. This subclause shall be enforced by the CFO.

Section 8. Authority

Finances of the SGA shall be governed by all University Accounting procedures. Anything in this Article that is contrary to those procedures shall be null and void. This Article is subject to amendment by the University Vice President of Fiscal Affairs with due notice to the Student Congress.

Article VI: Committees of the SGA

Section 1. Standing Committees

The standing committees of the SGA shall include, but are not limited to:

- (i) Elections Committee;

- (ii) Finance and Budget Committee.

Section 2. Ad Hoc Committees

Ad Hoc Committees shall be called by the various chairs outlined in the following sections as needed. The various Ad Hoc Committees of the SGA shall include, but are not limited to:

- (i) SGA Appeals Committee;
- (ii) SGA Audit Committee;
- (iii) Enhancement Committee;

Section 3. Elections Committee

a) Membership of the Elections Committee

The Elections Committee shall consist of five (5) voting members. These members shall be:

- (i) The Chairperson of Student Congress;
- (ii) The President;
- (iii) The Parliamentarian;
- (iv) Two (2) members of Student Congress appointed by the Chairperson of Congress.

No member of the committee shall be running for an elected position. Vacancies shall be filled by an appointment of the Parliamentarian from the various members of the Executive Board not running for an elected position with approval of a simple majority of Student Congress. If the Parliamentarian is running for an elected position, the Secretary shall fulfill their duties. The Chairperson of Student Congress shall chair the elections committee.

b) Meetings of the Elections Committee

The Elections Committee shall meet subject to the call of the chair in the beginning of the Spring Semester each year. The committee shall meet with ample time to fulfill all powers and responsibilities. Quorum for this committee shall be three (3) of the five (5) members. A quorum shall be present for this committee to conduct business.

c) Powers and Responsibilities of the Elections Committee

- (i) The Elections Committee shall have the power and responsibility to. Determine the validity of a waiver petition submitted by a candidate for election, appointment, or nomination pursuant to these bylaws and present it to Student Congress for approval by a simple majority. They shall have the responsibility to present a resolution to the Student Congress in the event that the date, time, and manner of elections of officers needs to be changed. The committee shall also deliver attestation letters signed by candidates, nominees, and appointees for office to the Dean of Students for certification.
- (ii) The committee shall submit a schedule for the elections process to the Director of CSE, Student Congress, and the Student Association each Spring. They shall also have authority to govern the rules for informal and

formal campaigning and present it in the form of a resolution to Student Congress for approval at the first meeting of the Student Congress in March.

- (iii) The committee shall document all meetings, decisions, and rules created by this committee to be used for future references.

Section 4. Finance and Budget Committee

a) Membership

The Finance and Budget Committee shall consist of seven (7) voting members. These members shall be, the CFO, the president, the Chairperson of Student Congress, and four (4) members of Student Congress appointed by the CFO. The CFO shall be the chair of the Finance and Budget Committee.

b) Meetings of the Finance and Budget Committee

The committee shall meet regularly beginning in the Spring semester at a time determined by the Chair to begin the budget processes. The committee shall have the authority to develop their own policies and procedures in compliance with these bylaws. Quorum of this committee shall be five (5) of the seven (7) members. A quorum shall be present for this committee to conduct business.

c) Responsibilities of the Finance and Budget Committee

The committee shall have the responsibility granted to them in these bylaws and the SGA Constitution to formulate and propose the annual budget of the SGA. The committee will present the finalized budget to Student Congress through a resolution to be approved by a 2/3 majority vote. The committee shall also have the responsibility to audit the financial procedure of the SGA with the assistance of the Parliamentarian and approval of the Executive Board. These audits shall be effectuated through amendments to these bylaws and the SGA Constitution.

Section 5. Appeals Committee

a) Membership of the Appeals Committee

The Appeals Committee shall consist of five (5) voting members. These members shall be the Parliamentarian, the President or Vice President, the Chairperson of Congress, the Secretary, and one (1) other member of the Executive Board. The Chairperson of Student Congress shall chair the appeals committee.

b) Meetings of the Appeals Committee

The Appeals Committee shall meet subject to the call of the chair, but shall meet at least once each semester, unless no organizations are in bad standing and petitioning for an appeal. Quorum of this committee shall be three (3) of the five (5) members.

c) Powers and Responsibilities of the Appeals Committee

The Appeals Committee shall have the power to review petitions to appeal bad standing from the various SGA recognized organizations. The Secretary shall document the minutes and outcomes of appeal meetings for the SGA records. The committee shall announce the date of its meeting no less than two (2) weeks prior to that date. The Chairperson of Student Congress shall inform the Student

Congress of the happenings of each committee meeting at the subsequent Student Congress meeting.

Section 6. Audit Committee

a) Membership of the Audit Committee

The Audit Committee shall consist of five (5) voting members and may include two non-voting *ex officio* members. These members shall be the Parliamentarian, the President or Vice President, one (1) other member of the Executive Board, two (2) members of Student Congress that represent organizations that are in good standing. The Dean of Students and Director of the Center of Student Engagement may serve as a non-voting, *ex officio* members. The Parliamentarian shall chair the Audit Committee.

b) Meetings of the Audit Committee

The Audit Committee shall meet when a representative of an organization in good standing brings forth a resolution calling for a full audit of either the SGA bylaws or the SGA Constitution. This resolution shall be approved by a 2/3 majority of the Executive Board and Student Congress. Quorum of the Audit Committee shall be three (3) of the five (5) voting members;

(i) A quorum shall be present for the committee to conduct business.

(ii) The *ex officio* members shall not affect the quorum of the meeting.

c) Powers and Responsibility of the Audit Committee

The committee shall have the power to review the governing documents of the SGA when an audit is requested and passed through a resolution and present amendments as they see fit to the Student Congress for approval. The committee shall have the power to develop its own policies and procedures for completing this audit pursuant to these bylaws.

Section 7. Enhancement Committee

a) Membership of the Enhancement Committee

The Enhancement Committee shall consist of seven (7) voting members. These members shall be the Vice President, Director of Community, one (1) other member of the Executive Board, two (2) representatives appointed by the Vice President, and two (2) members of the Student Association appointed by the Dean of Students and Director of the Center for Student Engagement. The Vice President shall chair the Enhancement Committee.

b) Meetings of the Committee

Meetings of the Committee shall be called subject to the call of Chair. The Vice President shall form this committee to meet when discussing a large-scale project, or at a time deemed necessary by the Vice President. The Vice President shall have the authority to develop a procedure for meetings of this committee.

c) Powers and Responsibilities of the Enhancement Committee

The committee shall have the power and responsibility to advise the Vice President on all enhancement projects at the University, as well as propose and assist in implementing new enhancement projects.

Section 8. University Committees

University established committees and subcommittees²³ shall be populated by various members of the SGA, or members of the Student Association appointed by the SGA President and Vice President.

a) University Committees Served by the President

The University committees that the President shall serve on include, but are not limited to:

- (i) Faculty Senate;
- (ii) University Fiscal Affairs Committee;
- (iii) University Commencement Committee.

b) University Committees Served by Vice President

The Vice President may attend all committee meetings with or instead of the President.

c) University Committees Served by the Director of Community

The Director of Community shall serve on the University Inclusion and Belonging Committee and the Martin Luther King Jr. Day Planning Committee.

d) University Committee Appointments of the SGA President

The committees that the SGA President shall be responsible for appointing members to various University and Faculty committees. They shall include, but are not limited to:

- (i) Two (2) to the Admissions and Standards Committee;
- (ii) One (1) to the Academic Assessments Committee;
- (iii) Two (2) to the Academic Services Committee;
- (iv) One (1) to the Honorary Degree Committee;
- (v) Six (6) to the University Honor Council;
- (vi) One (1) senior to the University Commencement Committee;
- (vii) Two (2) to the Athletics Committee;
- (viii) Two (2) to the Curriculum Committee;
- (ix) Two (2) to the Inclusion Committee;
- (x) Ten (10) to the Judicial Board;

These students may be dismissed from the various committees if the President deems necessary.

e) University Committee Appointments of the SGA Vice President

The committees that the SGA Vice President shall be responsible for appointing members of the Student Association to shall include, but are not limited to:

- (i) One (1) to the Andiron Lecture Committee;
- (ii) Four (4) to the Outstanding Teacher Award Committee;
- (iii) One (1) to the General Education Subcommittee;
- (iv) One (1) to the Writing Subcommittee.

These appointed students may be dismissed from the various committees if the Vice President deems necessary.

f) University Committee Appointments of the Director of Community

The committees that the Director of Community shall be responsible for appointing members of the Student Association to shall include, but are not limited to:

- (i) One (1) Student to the Inclusion and Belonging Committee and;
- (ii) One (1) Student to the Martin Luther King Jr. Day Planning Committee.

These students may be dismissed from the various committees if the Director of Community deems necessary.

Article VII: Amendments

Section 1. Amendment

These Bylaws may be amended outside of a constitutional audit by a Representative of Student Congress or a member of the Executive Board. They shall submit a resolution form outlining the specific bylaw that will be amended with a tracked changed document. This shall be approved by a majority of the Executive Board and Student Congress.

Section 2. Effect

Unless otherwise stated in the presented resolution, the amendment shall take effect immediately after the President signs the resolution or ten (10) days after the presentation to the President if it remains unsigned. The President may veto a resolution. This veto may be overruled by 2/3 majority vote of Student Congress.

Article VIII: Ratification

Section 1. Ratification

These Bylaws shall be considered ratified when approved by a simple majority of the Executive Board and the Student Congress and signed by the President.

Section 2. Effect

These Bylaws shall take effect immediately upon ratification.

- (i) All officers of the Executive Board granted authority by the Constitution Amended in April of 2023 shall retain their full authority until the date of the 2024 commencement.