

STUDENT GOVERNMENT ASSOCIATION

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SGA Officers 2008-2009

SGA



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COLLINS**
President



**MICHAEL
SMITH**
Vice President



**JASON
SHEPARD**
Treasurer



ASHLEY MCGEE
Attorney General



HANNAH SKEWES
Chief Justice

SGA Senate Staff

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Student-At-Large

JULIE CORNELSON
Senate Clerk

SGA Senators 2008-2009

ALLIED HEALTH PROFESSIONS

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PAIGE PERRY
DANIEL REID
AMANDA WILLIS

ARTS AND SCIENCES

COLIN AL-GREENE
MARC ANDERSON
MATT BURKE
LEVI GARDNER
ZEHRA HUSAIN
KIM PROCTOR
PETER SAVILL
EMILY WATERS
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COMPUTER AND INFORMATION

SCIENCES
JED BARBOUR
AMANDA WHATLEY

MITCHELL COLLEGE OF BUSINESS

RUSS ALLEN
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MARINA KAZIMIROVA
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EDUCATION

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NATALIE SESSIONS

NURSING

CASSANDRA BROWN
JESSICA JONES

Student Government Association

The SGA is the voice and governing body of the students. All South Alabama students are members of the SGA and encouraged to get involved.

The purpose of the SGA is to protect and advance the students' interests as well as to promote the welfare of the students by providing student services.

The SGA operates as a constitutional democracy and is composed of three branches: the Executive Branch, the Judicial Branch, and the Legislative Branch.

The Executive Branch

The Executive Branch is responsible for upholding the SGA Constitution, carrying out the policies of the SGA, and enforcing the laws of the SGA. The officers of the Executive Council are President, Vice President, and Treasurer. The officers of the Executive Branch are President, Vice President, Treasurer and Attorney General, each with his or her respective function.

The Executive Council formulates the semester budget and presents it to the Senate for approval, as well as attends to other SGA matters under their authority.

The Judicial Branch

The Judicial Branch is comprised of the Chief Justice and eight associate justices, known as The Supreme Court. The Judicial Branch of the SGA is responsible for interpreting the SGA Constitution and all laws passed by the Student Senate. In addition, the Supreme Court hears student disciplinary cases as requested by the Dean of Students, or his representatives. The Chief Justice, presides over the Supreme Court. The eight Associate Justices are appointed by the President, with Senate approval. See Article VI, Section 2 of the Constitution for more details.

The Legislative Branch

The legislative body of the SGA is the Student Senate. The Senate formulates SGA policy in accordance with the constitution and makes the laws of the SGA. In addition, the Senate provides a forum for the discussion of university-wide issues every Monday night at 8:00 p.m. in the Student Center and is open to all students.

The SGA Senate is composed of students elected from every college and division on the basis of the percentage of students enrolled in each. The Senate elects a President Pro-Tem from within its membership who supervises the Senate committees and presides over the Senate in the absence of the Vice President.

Senate Committees

The Rules Committee, which is comprised of three Senators, attends to the internal rules and regulations of the Senate including attendance and committee requirements of all Senators. See ch.303 and ch.305 of The Code-of-Laws for more details.

Appropriations, which is staffed by three senators, allocates funds to student groups whose activities directly benefit the students and who request funds after the semester budget has been approved. See ch.306 The Code-of-Laws for more details.

The Legal Affairs Committee, is comprised of three senators who assist members in properly drafting constitutional amendments, Code-of-Laws revisions, resolutions and bills. See ch.307 The Code-of-Laws for more details.

SGA Committees

Each committee carries out a particular task and is headed by a chairperson, generally referred to as "chair." Membership on the committees is open to all USA students. The divisions and committees are as follows:

STUDENT INTERESTS DIVISION - They are responsible for carrying out the first function of the SGA which is to protect and advance the student interests. In general, the student interests is the development of South to its fullest potential. This consists of the cultivation of athletics, the social life of the students, and minority relations.

Athletic Development Committee - this committee works to provide a variety of athletic opportunities for all students. This committee also works to encourage all USA students to support and promote all aspects of jaguar athletics.

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Social Development Committee - this committee works toward the betterment of the social life of the students.

Multicultural Affairs Committee - this committee deals with the concerns and needs of all minority students on campus.

STUDENT SERVICES DIVISION - Responsible for carrying out the second function of the SGA, which is to promote the welfare of the students by providing student services. This includes services that the SGA itself provides, as well as assisting with services provided by other student organizations.

University Safety and Improvements Committee - this committee works to improve the conditions of the campus through projects the committee feels are needed.

Non-Traditional Students Committee - this committee attends to the special needs, problems, and interests of non-traditional and night students.

Jaguars Involved In Volunteer Efforts (J.I.V.E.) - this committee streamlines and publicizes all volunteer and service opportunities both on campus and in the community not only to every organization, but also to all students. In addition, J.I.V.E. organizes campus wide community service events. J.I.V.E. provides community service opportunities to all organizations and students. It makes USA's outreach to the Mobile community more of a group effort, being a unifying force for the university.

Interpresidents Council Committee - this committee functions as a forum for the presidents of all organizations to discuss issues and to seek solutions to their individual problems.

INTERNAL AFFAIRS/SUPPORT DIVISION - this division attends to the business of the SGA, providing support and direction to SGA related projects.

Public Relations/Advertising Committee - this committee considers methods of advertising to promote the SGA and its committees by designing, developing, and printing posters, banners, newspaper ads, and other media.

Web Communications Committee - this committee introduces new internet technology and opportunities to SGA. The committee creatively maintains SGA's website by working with USA Web Services to update the site's information.

Recruitment Committee - this committee gives incoming students their first impression of SGA, working to promote SGA at orientation, Move-In Day, and Get Acquainted Day.

Governmental Affairs Committee - this committee works with Higher Education Partnership and STARS Organizations.

Elections Committee - this committee coordinates the SGA and Homecoming elections and in this capacity, recruits candidates and enforces election regulations regarding campaigns. The committee helps to formulate election procedures and regulations, tabulates ballots, publishes results of election, and has the authority to assess and adopt new election processes.

Constitution of the Student Government Association University of South Alabama

ARTICLE I - NAME

The name of this organization shall be the "Student Government Association of the University of South Alabama".

ARTICLE II - MEMBERSHIP

Section 1 - The membership of this organization shall consist of all enrolled students at the University of South Alabama who have paid the student activity fee.

Section 2 - All members of this organization shall enjoy all rights and privileges granted to its members.

Section 3 - All members of this organization shall be subject to the government instituted by this constitution, and to the rules and regulations thereof.

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Section 4 - Neither membership nor the rights and privileges of membership shall be in any way denied or restricted on the basis of course load, field of study, nationality, religion, race, color, sex, or any other criteria except for such qualifications for office as shall be provided for by this constitution.

Section 5 - Members may be asked to produce their current student identification card as proof of membership in order to attend social functions and to participate in voting procedures.

ARTICLE III - PURPOSE

The purpose of the Student Government Association of the University of South Alabama is to provide a harmonious and effective learning process by which individuals may better themselves and their community by social, economic, and cultural advancement, to provide a forum for the expression and advancement of student needs and interests, and to provide services for the students.

ARTICLE IV - RECOGNITION OF AUTHORITY

It is recognized that the University of South Alabama is a state institution and all powers and authority of the Student Government Association are derived from the Alabama State Legislature through the Board of Trustees of the University of South Alabama.

Therefore, any part or parts of this constitution or any laws passed hereunder which may be in conflict with any law or laws of the State of Alabama, or any rules or regulations, promulgated by the Board of Trustees shall be null and void from the time of its or their enactment.

ARTICLE V - GOVERNMENT

Section 1 - The government of the Student Body of the University of South Alabama shall be collectively called the "Student Government Association of the University of South Alabama".

Section 2 - The Student Government Association shall be composed of three branches: the Executive Branch, the Legislative Branch, and the Judicial Branch.

Section 3 - Each of the three branches of government shall exist separately with independent powers. The powers and privileges listed in this constitution shall serve as a check and balance system on the three branches of the Student Government Association of the University of South Alabama. All branches of the Student Government are responsible to and for the Student Body as provided for by this constitution.

Section 4 - Before entering into the execution of their office, all Student Government Association officials designated by this document shall take the following Oath of Affirmation which will be administered by the Chief Justice:

"I _____ do solemnly swear to uphold the Office of _____ to the best of my ability and to recognize and uphold the Constitution of the Student Government Association as the supreme governing law of the Student Body. I do further pledge myself to command the dignity and respect that this office entails and to consider the best interest of all the students in every action taken by myself and the Student Government Association of the University of South Alabama, so help me God."

Section 5 - Student Government Association officials not enrolling a semester may carry out the duties of their office providing that they will be enrolled two out of the three semesters of their term of office.

ARTICLE VI - EXECUTIVE

Section 1 - The Executive Council

1.1 The Executive Council shall consist of the following: The President, the Vice President, and the Treasurer.

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1.2 Duties and Powers of the Executive Council:

1.2.1 The Executive Council shall carry out the duties and the powers of their respective offices as provided for by this constitution and other laws passed by the Student Senate.

1.2.2 The Executive Council shall attend weekly meetings of said council and all meetings of the Student Senate except with approved leave of absence by two-thirds vote of the senators at the meeting.

1.2.3 The Executive Council shall formulate the budget each semester and submit it to the Senate at the third meeting of the semester.

1.2.4 The Executive Council shall uphold the constitution and the laws of the Student Government Association as the supreme governing law of the Student Body.

1.2.5 The Executive Council shall designate office space in the Student Government Association office and employ qualified office personnel. The President may terminate any position.

Section 2 - The President

2.1 The Chief Executive powers of the Student Government Association shall be vested in a President of the Student Body who shall be elected annually by the majority of the members voting for that office in the Spring Semester elections. The President shall serve a term of one academic year beginning at the start of the summer term. He or she shall take office after being sworn in by the Chief Justice on a date chosen by the incoming or outgoing Executive Council at or near the end of Spring Semester.

2.2 Duties and Powers of the President:

2.2.1 The President shall execute all powers designated to him or her in this constitution, and uphold the laws of the Student Body.

2.2.2 The President shall consult with, and direct the activities of the Executive Council.

2.2.3 The President shall have the power to call special sessions of the Student Senate. He or she must give at least 24 hours advance notice before the Senate can convene in special sessions. Special Senate meetings shall conform to the same rules of attendance and procedure as regular meetings for all Senators who are notified by telephone or personally by the President or his or her delegated representatives. The President must make a reasonable effort to contact all Senators. Senators who do not receive proper notification shall not be counted absent.

2.2.4 The President shall have the power to fill all vacancies occurring to all offices before their designated term of office subject to the restrictions of Article VI, Section 7.

2.2.5 The President shall have the power to veto all bills of the Student Senate. If the President does not veto bills of the Student Senate within ten days after passage, such bills will become law without the President's signature. A veto must be posted for all students, within clear view, within 24 hours of his or her decision.

2.2.6 The President shall have the power to examine all books and records of members of the Executive Council, and all organizations subsidized principally by, the Student Activity Fee.

2.2.7 The President shall have the authority to bring before the Supreme Court, or the proper board of authority, charges against any university approved organization for violation of provisions governing the regulation of such organizations.

2.2.8 The President shall make recommendations for legislation to the Student Senate at the beginning of each meeting and at other times.

2.2.9 The President shall work with the Executive Council to formulate the budget for the Student Government Association portion of the student activity fee each semester and submit it to the Senate at the third meeting of the semester.

2.2.10 The President shall appoint with two-thirds approval of the senators voting at that meeting: Eight associate justices, four appointed no later than, and who serve a one year term from, the first regular Senate session in Spring Semester and four appointed no later than, and who serve a one year term from, the first regular Senate session in Fall Semester. Four defense attorneys who serve a one year term: two appointed no later than, and who serve and one year term from the first regular Senate session in Fall Semester and two appointed no later than, and who serve and one year term from the first regular Senate session in Spring Semester.

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2.2.11 The President shall take responsibility for financial matters of the Student Government. Failure to refrain from deficit spending will be grounds for impeachment.

2.2.12 The President shall, from time to time and at the last meeting of the semester, submit to the Student Senate a financial report and a state of the campus address. In the state of the campus address will be outlined his or her recommendations for the upcoming semester, and his or her assessment of the activities of the past semester.

2.2.13 The President shall receive just compensation for his or her services while in office, the amount of which will not be lowered during his or her term.

2.2.14 The President shall serve as an ex-officio member of the Board of Trustees.

2.2.15 The President shall appoint all student members to committees not under S.G.A. control as requested by such committees.

2.3 The President can require, when necessary, a written advisory opinion from the Supreme Court on matters concerning interpretation of this constitution and the by-laws passed by the Student Senate; an advisory opinion does not have the effect of law.

2.4 The president of SGA will ask a member of faculty/staff to act as SGA Advisor. If the person accepts, he or she will be appointed as such if approved by 2/3 vote of the Senate. This person may be removed by 2/3 vote of Senate.

Section 3 - The Vice President

3.1 The Vice President of the Student Government Association shall be elected by a majority of votes for a period of one academic year beginning at the start of the summer term. He or she shall take office after being sworn in by the Chief Justice.

3.2 Duties and Powers of the Vice President:

3.2.1 The Vice President shall preside over all meetings of the Student Senate. He or she shall vote only in case of a tie, and may not vote during a disciplinary trial.

3.2.2 The Vice President shall execute the duties and powers of the President of the Student Body at his or her request.

3.2.3 The Vice President shall have the power to fill, by appointment, all vacant seats occurring in the committee structure. The Vice President may appoint all new committee chairs at the beginning of each semester. He or she may dismiss committee chairs and co-chairs from their positions with a two-thirds approval of Senators at that meeting. He or she shall serve as an ex-officio member of all such committees.

3.2.4 The Vice President shall appoint a clerk to the Student Senate who shall be responsible for keeping minutes of each Senate meeting and records of such minutes and bills passed. The clerk shall be paid a monthly salary.

3.2.5 The Vice President shall receive a just compensation for his or her services while in office, the amount of which will not be lowered during his or her term.

Section 4 - The Treasurer

4.1 The Treasurer of the Student Government Association shall be elected by a majority of votes for a period of one academic year beginning at the start of the summer term. He or she shall take office after being sworn in by the Chief Justice.

4.2 Duties and Powers of the Treasurer

4.2.1 The Treasurer shall carry out the allocation of the Student Government Association's portion of the student activity fee as approved by the Student Senate.

4.2.2 The Treasurer shall establish and maintain an audit system for all Student Government Association expenditures.

4.2.3 The Treasurer shall establish and maintain an audit system for all university approved student organizations which are subsidized by the Student Government's portion of the student activity fee.

4.2.4 The Treasurer shall present to the President and the Student Senate written financial reports on all organizations funded through the Student Government Association or appropriations committee. This report shall be made each semester and may be published in the student newspaper.

4.2.5 The Treasurer shall be held responsible for the maintenance of a balanced budget and to prevent deficit spending. He or she shall have the responsibility of co-signing

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requisitions with the President. Failure to meet either of these responsibilities without a valid reason will be grounds for disciplinary action.

4.3 The Treasurer shall receive just compensation for his or her services while in office. The amount of which will not be lowered during his or her term.

Section 5 - The Attorney General

5.1 The Attorney General of the Student Government Association shall be elected for a term of one academic year beginning at the start of the summer term. He or she shall be elected by a majority of the students voting for that office in the Spring elections. He or she shall begin his or her term after receiving the Oath of Affirmation as in Article V, Section 4 from the Chief Justice.

5.2 Duties and Powers of the Attorney General

5.2.1 The Attorney General shall insure that all laws and rules of the Student Government Association are enforced.

5.2.2 The Attorney General shall act as prosecutor of the Student Government Association.

5.2.3 The Attorney General shall have the duty of recording and monitoring the expenditures of allocated funds. This includes standing accounts as well as appropriated funds.

5.2.4 The Attorney General shall have the authority to bring charges against any university approved organization for misuse of allocated funds by that organization.

5.2.5 The Attorney General shall have the authority to conduct a probe into misuse of power by Student Government elected or appointed officials. He or she shall report all findings to the Supreme Court for action.

5.3 The Attorney General will be removed from a case involving Student Government if he or she is a witness or defendant. The Executive Council will appoint a temporary replacement who will vacate office immediately after that hearing.

5.4 The Attorney General shall receive just compensation for his or her services while in office. The amount of which will not be lowered during his or her term.

5.5 The Attorney General shall attend all meetings of the Student Senate except upon approved leave of absence by two-thirds vote of the Student Senate at that meeting.

5.6 The Attorney General shall oversee and maintain the Student Government Association Safe Ride Program, when such program is available.

Section 6 - The Defense Attorneys

6.1 The Defense Attorneys shall consist of four students appointed by the President as in Article VI, Section 2.2.10, subject to two-thirds approval of the Senate.

6.2 Each defendant in all cases established under the authority of this constitution, shall be notified by that court, six working days before the hearing, of the availability and names of all four of the Defense Attorneys.

6.3 Each defendant may choose any one of the four Defense Attorneys, or he or she may choose any other person he or she wishes, excluding the Chief Justice, members of the Supreme Court, and the Attorney General, to act as Defense Attorney.

6.4 In cases before the Supreme Court, Defense Attorneys will be appointed by the Court on a rotating basis, five working days before the hearing, provided no preference has been indicated by the defendant.

6.5 Defense Attorneys will be made available to defendants of other student courts as may be established at this university.

Section 7 - Vacancies in Office

7.1 If a vacancy occurs in any major office before one half of the designated term of office, the Supreme Court shall call a special election to fill that post. This special election will be held within 15 class days of the time the office was vacated.

7.2 If there is no one elected to a particular office, the President may appoint a student to that position, subject to two-thirds approval of the Senate. The appointee will receive all compensation and have all rights and responsibilities as designated for that office in this Constitution.

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7.3.1 If the office of the President is vacated after one half of the designated term, the Vice President shall take over his or her duties and the President Pro-Tem shall take the Vice President's office.

7.3.2 If the office of Vice President is vacated after one-half of the designated term, the President Pro-Tem shall take over his or her office.

7.3.3 If the President Pro-Tem vacates his or her office before its designated term, a new Pro-Tem will be chosen from the Student Senate at the next regular Senate meeting.

7.3.4 If the office of Treasurer, Chief Justice or Attorney General is vacated after one half of the designated term of office, the President of the Student Government Association shall fill the vacancy by appointment subject to two-thirds approval of the Student Senate.

7.4 In the event that a senate position is vacated before the designated term of office, the Student shall fill the vacancy by appointment subject to a two-thirds approval of the senate. Appointments made by the SGA President to be approved by the senate are to be announced one week prior to formal consideration by the senate. With a 2/3 vote this procedure may be dispensed with.

7.5.1 Vacancies in other offices will be filled as in Section 7.4, Article VI.

7.5.2 No person shall hold more than one of the following offices at any one time:

President

Vice President

Treasurer

Chief Justice of the Supreme Court

Attorney General

Senator

Associate Justice of the Supreme Court

Student at Large

Senate Clerk or SGA Secretary

Any person holding one of these offices must vacate all rights and responsibilities before taking another office as in succession or appointment to a higher office.

Section 8 - Leave of Absence

8.1.1 If the President takes a leave of absence, the Vice President shall temporarily take over his or her duties. The President Pro-Tem shall take over the Vice President's duties temporarily, and a temporary Pro-Tem will be chosen from the existing Senate.

8.1.2 The person filling an office as designated in 8.1 or Section 7 must meet all requirements for that office.

8.1.3 If the Treasurer, Chief Justice or Attorney General takes a leave of absence, he or she shall be permitted to designate a temporary replacement with two-thirds Senate approval.

8.1.4 If the President Pro-Tem takes a leave of absence, a temporary replacement shall be elected by a majority of senators voting at that meeting.

8.2 Any student government official is eligible for only one leave of absence during his or her term of office.

ARTICLE VII - LEGISLATIVE

Section 1 - The Student Senate

1.1 The legislative power of the Student Government Association shall be granted to the Student Senate which shall be composed of thirty-three senators from different colleges, divisions and schools in the university. Representation shall depend on the percentage of students enrolled in that college, division or school. Percentages at or above .5 will be rounded up and percentages below .5 will be rounded down. No college, division or school shall have less than two Senate seats. In case a college, division or school has one seat by percentage, an extra seat will be added to the existing thirty-three seats.

1.1.1 The colleges, division, and schools that will have representation in the Student Senate will be as follows:

College of Arts and Sciences

Mitchell College of Business

College of Education

College of Engineering

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College of Allied Health Professions
College of Medicine
College of Nursing
School of Computer and Information Sciences
School of Continuing Education

1.1.2 The University of South Alabama official census from the Institutional Research office for the fall semester directly preceding the spring semester elections will be used to determine the proportion of the Student Senate seats in 1.1 and 1.1.1. This proportion will be established on a percentile basis of enrollment by the Elections Rules Committee for that election.

1.2 In addition to the thirty-three seats apportioned to the colleges, divisions and schools of the University, there shall be two senators appointed by the President with a 2/3 vote of the Senate.

1.2.1 One appointed senator shall represent transfer students. They shall have a minimum transfer GPA of 2.0 and must have been at the University for fewer than two semesters in order to be eligible for appointment.

1.2.2 One appointed senator shall represent freshmen students. They shall have a minimum high school GPA of 2.0 and must have been at the University for fewer than two semesters in order to be eligible for appointment.

1.3 Senators will serve a term of office of one year from the semester in which they are elected. Appointed Senators shall serve until the end of the Spring semester.

1.4 The quorum for Student Senate meetings will be two-thirds of the senators holding office that semester.

Section 2 - Duties and Powers of the Student Senate

2.1 Senators shall be required to attend all Student Senate meetings. Absence from two Senate meetings within one semester unless otherwise excused by the Rules Committee, will result in the removal of the senator in violation. A senator may not be counted absent more than once during any meeting with the exception of a budget meeting.

2.1.1 A Senator missing two roll call votes in a meeting, unless otherwise excused by the Rules Committee, will be counted absent.

2.2 The Student Senate shall have the final authority over all rules or proceedings within the Student Senate that are not prescribed in this Constitution or Code-of-Laws.

2.3 The Student Senate shall have the final authority in the adoption of the budget of the Student Government Association as proposed by the Executive Council and in all subsequent changes which may occur in the Student Government Association budget after its approval by two-thirds vote of the senators at that meeting.

2.4 The Student Senate shall have the power to override the veto of the President of the Student Government Association with a two-thirds vote of the Senate.

2.5 The Student Senate shall have the power to enact or revise the Code-of-Laws of the Student Government Association with two-thirds vote of the senate.

2.6 The Student Senate shall have the power to elect, by a majority from within its membership, a President Pro-Tem at the second regular Senate meeting summer semester. The President Pro-Tem shall serve for the remainder of his or her term of office as a senator. The President Pro-Tem shall serve as the presiding officer of the Student Senate in the absence of the Vice President.

2.7 The Student Senate shall comply in full with all duties and powers established in this Constitution and by the Code-of-Laws.

2.8 No legislation passed by the Student Senate will constrict or modify any power granted under this Constitution except as specified by Article XIII.

2.9 A majority vote of the senators at a meeting will be necessary in order to cancel a meeting.

2.10 The Student Senate shall have the power to confirm or reject, with a two-thirds approval of the senate, appointments of the president of the Student Government Association.

2.11 The Student Senate shall keep a journal of its proceedings and from time to time publish this, and the yeas and nays of the members of the Senate on any financial question. At the request of one-fifth of the senators present, any vote tally, complete with name, shall be entered into the journal. The Senate Clerk shall be responsible for the upkeep and publication of this journal.

2.12 Cloture may be invoked by the submission of a written petition to the President of the Senate. The petition shall be signed by at least two-thirds of the senators at that meeting.

2.13 The student senate shall have the authority to establish lower courts that it deems necessary. The legislative actions establishing these courts shall also establish appellate jurisdictions for these courts.

ARTICLE VIII - JUDICIAL

Section 1 - The Supreme Court

1.1 The judicial powers of the Student Government Association shall be vested in a judicial system composed of the Supreme Court, University Traffic and Parking Committee, and such courts as may be established by the residence halls.

1.2 Duties and Powers of the Supreme Court.

1.2.1 The presiding officer of the Supreme Court shall be the Chief Justice. He or she shall be elected by a majority of those voting for that office in the Spring Elections. He or she shall assume office after being sworn in by the Chief Justice of the prior administration, as in Article V, Section 4, after the final senate meeting of that administration. The Chief Justice shall serve a one-year term beginning at the start of the summer term.

1.2.2 The membership of the Supreme Court shall consist of eight Associate Justices. The Associate Justices will be appointed by the President of the Student Government Association as provided by Article VI, Section 2.2.10.

1.2.3 The Chief Justice shall direct the actions of the Court.

1.2.4 The Supreme Court shall hear all cases, and shall be the final authority in all cases, involving questions of interpretation of this Constitution and of all laws passed by the Student Senate. Decisions may only be rendered in cases formally brought before the Court.

1.2.5 The Chief Justice or an Associate Justice may voluntarily choose not to hear a case in which he or she feels that he or she is biased. If the Chief Justice chooses not to hear a case, an ad hoc Chief Justice will be appointed from the existing Court by the President, subject to two-thirds approval of the Senators at that meeting.

1.2.6 The Supreme Court shall have the power to declare null and void any law passed by the Student Senate which is found to be in violation of the Constitution.

1.2.7 The Supreme Court shall hear cases of appeal from courts as may be established by the residence halls and any other campus organizations, as well as student conduct hearings referred by the Dean of Students. These cases may be appealed to the Dean of Students.

1.2.7.1 The Supreme Court may choose to hear cases for which no lower court exists.

1.2.8 The Supreme Court shall have the authority to hear all protests against an election and shall have the power to invalidate an election. A new election must be held within 14 days of the invalidation. The Supreme Court will designate the specific date.

1.2.9 The Chief Justice shall see that accurate records are kept of Supreme Court hearings, cases, and decisions.

1.2.10 The Chief Justice shall receive just compensation for his or her work while in office, the amount of which will not be lowered during his or her term.

1.2.11 All Supreme Court Justices will serve as members of the Office of Judicial Affairs' University Disciplinary Committee (UDC). The UDC is a committee that consists of three to five students who will preside over formal hearings of students charged with violating the Student Code of Conduct. All UDC members must attend a one-day training session once a year.

Section 2 - University Traffic and Parking Committee

2.1 Student Members of the University Traffic and Parking Committee.

2.1.1 Four student members shall serve on the University Traffic and Parking Committee in addition to the faculty and staff members determined by the University. The student members shall be appointed by the SGA President and shall serve a one year term.

2.2 Duties and Powers of the student members of the University Traffic and Parking Committee.

2.2.1 Student members of the committee shall have all rights and privileges of all members of that committee.

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2.2.2 Student members shall attend all meetings of that committee and shall report to the Student Senate on the activities of that committee at the first regular Senate meeting of each month. Traffic and Parking Committee members missing two consecutive meetings of their committee shall be expelled.

2.2.3 Student members shall always act in the best interests of the students of the University of South Alabama.

ARTICLE IX - DISCIPLINARY PROCEDURES

Section 1 - Any official of the Student Government Association shall be subject to disciplinary actions. He or she may be charged by any official of the Student Government Association, except members of the student courts, or by a petition signed by 7% of the student body. Disciplinary proceedings will be initiated when a Student Government Association official is charged with improper conduct, misuse of Student Government funds, failure to fulfill the duties of his or her office, or violation of this Constitution or the Code-of-Laws.

1.1 Charges must be brought up on the Senate floor and seconded by any official of the Student Government Association.

1.1.1 Senate approval is not needed to initiate disciplinary procedures.

Section 2 - Procedures for disciplinary action against an official of the Student Government Association.

2.1 The charges shall be submitted to the Supreme Court and the Attorney General in writing after verbal charges are made. This should include a summary of the evidence supporting the charges.

2.2 The Chief Justice shall notify the official of the charges against him or her and offer him or her the opportunity to appear before the Supreme Court in a closed preliminary hearing. The official must have at least 10 class days notice before the court hearing.

2.3 The Attorney General or his or her designated special prosecutor shall present the charges and a summary of the evidence in the preliminary hearing which cannot be attended by members of the Student Senate unless they are summoned by the prosecution as witnesses. The defendant or his or her counsel shall be allowed an opportunity to question the validity of the evidence supporting the charges. He or she shall not be allowed to present a full defense.

2.4 On the basis of the arguments presented to it, the Supreme Court shall decide whether there is sufficient evidence to support the charges against the official. If the court decides that there is sufficient evidence, the case will be referred to the Student Senate for a trial. If not, the case will be dismissed.

2.5 Upon recommendation of the Supreme Court, the Student Senate shall hear the evidence. The Supreme Court shall set the date of the trial, not less than one week and not more than two weeks from the date of the decision.

2.5.1 The Student Senate shall hear the evidence and vote on a verdict. This shall be an open hearing.

2.6 The presiding officer shall be the Vice President, except in cases involving the Vice President. In such cases, the President Pro-Tem shall preside over the trial.

2.7 The procedure to be followed during the trial will be the same as any trial before the Supreme Court.

2.8 A three-fourths vote will be necessary to declare the officer guilty of the charges.

Section 3 - Exceptions to Section 2

3.1 In cases involving the Chief Justice or members of the Supreme Court, the Executive Council shall assume the duties of Sections 2.1, 2.2, 2.3, 2.4, and 2.5.

Section 4 - Disciplinary Council Actions and Implementation of Punishment.

4.1 The Disciplinary Council shall consist of the President, Chief Justice and the President Pro-Tem of the Senate. In the event that a member of this council is the defendant, a replacement for him or her shall be elected from among all other student government officials by a majority vote of Senators at the trial. All members of the Disciplinary Council must be present during the trial.

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4.2 Should an official be found guilty by the Student Senate, the case will be referred to the Disciplinary Council for a recommendation of a suitable punishment.

4.2.1 The recommendation of punishment must be presented to the Student Senate within 15 class days of the guilty verdict. Punishment may vary from public censure, suspension of voting rights for a stipulated amount of time, permanent removal from office, or any other disciplinary actions the council may suggest.

4.2.2 All members of the Disciplinary Council must confer in a formal meeting, and two of the three must be in agreement before the punishment can be recommended to the Senate.

4.3 Upon receiving the council's recommendation, the Senate may then accept, reject or modify the punishment. Implementation of punishment requires a majority vote of Senators at the meeting.

4.4 If the official is removed from office, that official shall immediately lose all titles, offices and other privileges of the office or position from which he or she has been removed. In such cases the Supreme Court shall call a special election to fill the vacancy, or the vacancy will be filled by appointment according to Section 7, Article VI. An official removed from office shall be ineligible for any office or position in the Student Government Association.

Article X - ELECTIONS AND QUALIFICATIONS FOR OFFICERS

Section 1 - Elections

1.1 Spring semester elections shall be held during the first week of April. The date will be designated by the Supreme Court and announced one month in advance.

1.2 All officers, senators, and other elected students will be elected during the Spring semester elections.

Section 2 - Academic Qualifications for Running for and Holding Office

2.1 All candidates for office, whether elected or appointed must HAVE and MAINTAIN a cumulative GPA as stipulated for the office.

2.2 Minimum cumulative GPA for offices will be as follows:

President 2.5

Vice President 2.5

Treasurer 2.5

Chief Justice 2.5

Attorney General 2.5

Student At Large 2.0

Senate Clerk 2.0

Senators 2.0

2.3 A person holding an office, who falls below the stipulated GPA listed in 2.2 for one semester, will relinquish all powers and privileges of that office.

2.4 Should a person holding such an office be placed on academic probation, he or she must relinquish all powers and privileges of that office.

Section 3 - Class Standing Qualifications for Office

3.1 All candidates for President, Vice President, Treasurer, Chief Justice, Attorney General or members of the University Traffic and Parking Committee must have successfully completed at least 44 hours at the University of South Alabama and must be a regularly enrolled student.

3.2 All candidates for student senate positions must be enrolled in that college.

3.3 All candidates for election or appointment to any office under this constitution must meet any and all qualifications set forth in this constitution for the office in question.

ARTICLE XI - INITIATIVE AND REFERENDUM

Section 1 - Initiative

The students reserve to themselves the power, by petition signed by seven percent of the student body, to propose laws and, by petition signed by ten percent of the student body, to propose amendments to the constitution. The student body shall enact or reject such laws and amendments at the polls by a majority of those voting.

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Section 2 - Referendum

The students reserve to themselves the power, by a petition signed by seven percent of the student body, to require the measures enacted by the student senate be submitted to the members of the student body for their approval or rejection.

Section 3 - Secret Ballot

Any election, referendum, or other form of voting by the student body under the auspices of the Student Government Association shall be by secret ballot, and poll officials shall take such actions as necessary to insure that secrecy of balloting is maintained.

ARTICLE XII - BALANCING THE BUDGET

Section 1 - For all standing accounts, deficit spending in one allocation period will result in the subtraction of that amount overspent from the amount to be funded in the next allocation period.

Section 2 - If, for standing accounts allocated \$500 and above, the amount overspent is in excess of fifteen percent of the original allocated amount, the organization allocation will be suspended during the next allocation period, thus providing a probationary period.

Section 3 - During the probationary period, the organization must present a proposed plan to facilitate proper budgeting in order to again receive monies.

Section 4 - As stated in Article VI, Section 2.2.9, the President, Vice President and the Treasurer shall hold budgeting responsibilities as listed under their respective duties.

ARTICLE XIII - AMENDMENTS

Section 1 - Amendments to this constitution may be proposed by a two-thirds vote of the Student Senate at any two regular senate meetings or by petition of ten percent of the student body as prescribed in Article XI, Section 1.

Section 2 - Amendments presented in such a manner to the Student Senate and agreed upon by two-thirds of the Senate will be submitted to the student body for approval. The amendments will be adopted with a simple majority of votes for passage in the election, be it regular or special. Unless otherwise stipulated in that amendment, all amendments will go into effect immediately upon passage.

ARTICLE XIV - BOARD OF STUDENT COMMUNICATIONS

Section 1 - Name

The name of the organization which shall have the authority to execute the powers described below will be the Board of Student Communications.

Section 2 - Recognized Publications

The student operated newspaper, the student operated television station and the yearbook, if published, shall operate under the jurisdiction of the Board of Student Communications.

Section 3 - Duties

3.1 To advertise for, interview, and select the editors and business managers of the student publications listed above and to remove these officers if the Board deems that action necessary.

3.2 To approve the salaries of all student publication personnel.

3.3 To approve the budgets of all student publications and to monitor these budgets.

3.4 To set forth the general policies to the student publications.

3.5 To review the monthly financial statements of the publications.

3.6 To support and advise the editors, business managers, and publications in their responsibilities as is necessary.

Section 4 - Membership

4.1 The membership of the Board of Student Communications will consist of the following with no one person filling two positions:

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- The Dean of Students or his or her designee
- The Director of the Office of Public Relations or his or her designee
- Faculty member in the field of Print Journalism
- The departmental chair of the English department or his or her designee
- A professor of Journalism
- A faculty member from the Mitchell College of Business with interest in the business management of the student publications
- Faculty member in the field of broadcasting
- Editor(s) of the student publication(s) and General Manager of Student Radio Station
- The President of the Student Government Association
- The President Pro-Tem of the Student Government Association
- A Student Representative from the student operated television station
- A student-at-large to be elected during the annual SGA elections as Student Representative to the Board
- The President of the Student Programming Board or his or her designee

4.2 The Board of Student Communications shall be chaired by a professor from the Department of Communication. The chair may discuss all issues with the Board, but will vote only in the case of a tie.

4.3 Should a student member of the Board be an applicant for the position of Editor or Business Manager of a publication, he or she shall be ineligible to attend the interview other than his or her own, and shall be ineligible to vote for the selection of the position for which he or she is an applicant.

4.4 The incoming Editor of *The Vanguard* and the General Manager of the Student Radio Station, upon his or her selection in the Spring Semester, shall become a voting member of the Board, and shall serve jointly with the outgoing Editor throughout the remainder of his or her term.

Section 5 - Meetings

5.1 The Board shall meet no less than once each semester.

5.2 The editors and business managers shall be elected in the spring semester of each year and assume responsibility at the end of spring semester.

5.3 The chair shall set the time, date, and place for each meeting of the Board of Student Communications and shall have the authority to call additional meetings as is deemed necessary.

5.4 Meeting notices must be posted at least one week prior to the meeting.

Section 6 - Quorum

6.1 Quorum shall be a simple majority of the members of the Board including the chair.

6.2 No proxy votes will be permitted.

Section 7 - Funding

7.1 The funding for the student newspaper shall be from the fee approved by the Board of Trustees on September 9, 1980 and by the sale of advertising.

7.2 The funding for the yearbook shall be from the sale of the yearbook, advertising, and funds that may be allocated by the Student Government Association.

7.3 Funding for the student radio station shall be from the fee approved by the Board of Trustees in June of 1994 and by sale of patronships.

7.4 The Funding for Campus Television shall be from the sale of advertisements they televise, and a percentage of the student activity fee.

Section 8 - First Amendment Freedom

The editors of the student publications shall be free from any type of censorship, and shall be responsible for the form, content, and staff of the publication.

Section 9 - Legal Liability

The Board of Student Communications operates within the professional perimeters of University employees; thus the members are covered by the same protection afforded University employees in their designated responsibilities.

ARTICLE XV - STUDENT PROGRAMMING BOARD/ JAGUAR PRODUCTIONS

Section 1. Name

The name of the organization which shall have authority to execute the powers described below shall be the Student Programming Board (SPB) known as Jaguar Productions.

Section 2. Recognized Committees

The following committees shall make up the Student Programming Board. Any special committee formed will operate as a sub-committee under one of the existing committees. The recognized committees are:

1. Special Events
2. Horizons
3. Club South
4. Movies
5. Trips and Tours
6. Promotions
7. Concerts
8. Fine Arts
9. Technical
10. Recruitment

Section 3. Purpose

The purpose of the Student Programming Board shall be:

1. To provide entertainment and educational programs for the University of South Alabama community.
2. To plan, coordinate, implement and evaluate all programs presented.
3. To review student interests and develop programming to suit those interests.

Section 4. Membership

4.1 The membership of the Student Programming Board will consist of the following:

The chairs of the ten standing committees.

The President of the Student Government Association or his or her designee

The President of the African-American Students Association or his or her designee

Three students-at-large

The President of the Student Programming Board

The Vice President of the Student Programming Board

The Administrator of Community Participation of the Student Programming Board

The Financial Director of the Student Programming Board

The Student Programming Board Advisor and his or her Graduate Assistant shall serve as ex-officio members of the Board, advising on matters of University policy and finances.

4.2 The Vice President of the Board shall chair the Board, but shall not vote. The President may discuss all issues with the Board, but will only vote in the case of a tie. The Financial Director and the Administrator of Community Participation will not vote.

Section 5. Committee Membership

5.1 Membership on the Student Programming Board committees shall be open to all University of South Alabama students with an interest in providing quality programs for the University community. Individual committees may set up additional requirements for membership upon approval of the Board. These additional requirements must be reasonable and program related.

Section 6. Meetings

6.1 The Board shall meet weekly during periods of scheduled classes. During class breaks, the Board shall meet as necessary to plan programs.

6.2 The President of the Board shall set the time, date, and place for each meeting of the Student Programming Board and shall have the authority to call additional meetings as deemed necessary, with at least 24 hours notice to members of the Board.

6.3 Meeting notices for regularly scheduled meetings must be posted at least three days prior to the meeting.

Section 7. Quorum

7.1 Quorum shall be a simple majority of the voting members of the Board.

7.2 Proxy votes shall be permitted only by the first assistant of the committee whose chair is absent.

Section 8. Funding

The funding for the Student Programming Board shall be from the Programs/Special Events Office's budget, sponsors, fundraising, event charges, and funds that may be allocated by the Student Government Association.

Section 9. Selection and Qualifications of President, Vice President and Financial Director

9.1 Candidates for the position of President, Vice President, and Financial Director of the Student Programming Board shall be regularly enrolled students with at least a 2.5 cumulative GPA at the University of South Alabama on record as of the deadline for application. The selection committee shall have the ability to waive this requirement with a unanimous opinion. However, if the selection committee waives the requirement, it must do so for all students participating in the selection process. The candidate must have sufficient Board experience.

9.2 A person whose cumulative GPA significantly falls below their GPA for two consecutive grade reports at the time of selection shall relinquish all powers and privileges of that office.

9.3 Applications for the position of President, Vice President, and Financial Director will be available in the Programming Office after the fourth week of class Spring Semester. Applications must be returned by 5 p.m. on the Friday of the sixth week of classes.

9.4 All qualified applicants will be interviewed by a nominating committee consisting of the outgoing President of the SPB, the outgoing SGA President, one student-at-large, the outgoing Financial Director and the SPB Advisor. The SPB will decide who the student-at-large will be. If anyone from the nominating committee is applying for any one of these executive offices, that person will be replaced by another student-at-large. A majority vote of the nominating committee is necessary for official nomination.

9.5 If any member of the nominating committee resigns or is impeached, a student-at-large from the SPB will be selected by a majority vote of the SPB to fill the vacancy on the nominating committee.

9.6 The nomination shall be presented to the SGA Senate before the last meeting of spring semester for approval. A two-thirds vote is needed for approval.

9.7 The term of office of the President, Vice President, and Financial Director of the Student Programming Board shall be one year, starting and ending the first week of April. They shall be sworn in by the SGA Chief Justice before assuming official duties.

9.8 The President, Vice President, and Financial Director shall not be allowed a voluntary leave of absence during their term of office. The President, Vice President, and Financial Director shall be granted an emergency leave of absence with two-thirds approval of the Student Programming Board. The term of a leave of absence shall be from the time of its approval until the last day of class for that semester.

Section 10. Duties and Responsibilities of the President of the SPB

10.1 The President of SPB shall serve as the chief executive officer of the SPB and see that all projects and activities are carried out.

10.2 The President shall appoint an executive assistant for the Board who shall keep and publish the minutes of each meeting.

10.3 The President, Vice President, and Financial Director shall develop and manage the Programming Board budget, taking into account the financial needs of each committee and present this budget to the Dean of Students or their designee for funding.

10.4 The President shall serve as the official representative of the SPB at University functions.

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10.5 The President shall set, post, and keep regular office hours.

10.6 The President shall have the power to veto all proposals passed by the SPB. A veto may be overridden by a two-thirds vote of the SPB voting membership.

Section 11. Duties and Responsibilities of the Vice President of the SPB

11.1 The Vice President of SPB shall work with and support the President of the SPB to see that all projects and activities are carried out.

11.2 The Vice President shall work with the President and Financial Director to develop and manage the Programming Board budget, taking into account the financial needs of each committee.

11.3 The Vice President shall set, post, and keep regular office hours.

11.4 The Vice President shall chair all Board meetings.

11.5 The Vice President shall assume the role of the President in their absence.

Section 12. Selection and Qualifications of the Administrator of Community Participation

12.1 A candidate for the position of Administrator of Community Participation shall be a regularly enrolled student and shall have at least a 2.0 cumulative GPA at the University of South Alabama on record as of the deadline for application. The selection committee shall have the ability to waive this requirement with a unanimous opinion. However, if the selection committee waives the requirement, it must do so for all students participating in the selection process. The candidate shall have sufficient experience as a member of a SPB committee.

12.2 A person whose cumulative GPA falls significantly below their GPA at the time of their selection for two or more consecutive grade reports shall relinquish all powers and privileges of their office.

12.3 All qualified applicants will be interviewed by a selection committee consisting of the incoming President of the SPB, the incoming Vice President of the SPB and SPB Advisor. Two out of three votes from the selection committee are necessary for approval of a candidate. 12.4 The Administrator of Community Participation is allowed a semester leave of absence.

Section 13. Duties and Responsibilities of the Administrator of Community Participation

13.1 The Administrator of Community Participation will be responsible for contacting members of the community and soliciting patronage for the SPB.

13.2 The Administrator of community Participation will work with the chair of each of the 10 standing committees in evaluating the type of patronage needed for each event.

13.3 The Administrator of Community Participation is directly responsible for maintaining accurate records of persons in the community contacted for each event's patronage.

13.4 The Administrator of Community Participation will attend all Student Programming Board meetings or send a representative.

13.5 The Administrator of Community Participation will assist the SPB Advisor in meeting the overall goals and objectives of the SPB.

Section 14. Selection and Qualifications of Committee Chair

14.1 A candidate for the position of committee chair shall be a regularly enrolled student, and shall have at least a 2.0 cumulative GPA at the University of South Alabama on record as of the deadline for applications. The selection committee shall have the ability to waive this requirement with an unanimous option. However, if the selection committee waives the requirement it must do so for all students participating in the selection process. The candidate shall have sufficient experience.

14.2 A chair whose cumulative GPA falls significantly below their GPA at the time of their selection for two or more consecutive grade reports shall relinquish all powers and privileges of their office.

14.3 The application, selection and term of office of the committee chairs shall be the same as in Section 12.3. No senate approval will be necessary for committee chairs.

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Section 15. Duties and Responsibilities of Committee Chairs

- 15.1 The committee chairs will train and motivate their committee members.
- 15.2 The committee chairs will work with the committee members in the planning, advertising, implementation and evaluation of programs assigned to their committees.
- 15.3 The committee chairs are directly responsible for the efficient and effective operation of their committees.
- 15.4 The committee chairs will maintain records of expenditures, keeping within the committee budget allocation.
- 15.5 The committee chairs will chair all meetings of their committees and keep minutes of these meetings, reporting significant activities to the SPB.
- 15.6 The committee chairs will attend all Student Programming Board meetings or send a representative. In order for this representative to vote, the representative must be the First Assistant of that committee.
- 15.7 The committee chairs will assist the President of the SPB in meeting the overall goals and objectives of the Board.
- 15.8 A chair shall be able to take a semester's leave of absence by notifying the President of the SPB in writing one week prior to this leave.
- 15.9 The chair shall appoint a first assistant subject to approval by the selection committee described in Section 12.3.

Section 16. Vacancies

- 16.1 Any vacant chair shall be filled by a replacement, either temporary or permanent, within 15 class days, using the same process as in section 14.
- 16.2 If the position of President, Vice President, or Financial Director of the SPB becomes vacant before the term of office expires, a temporary replacement will be appointed by the SPB Advisor until the nominating committee can select a new permanent replacement. The permanent replacement must be named within 15 class days.
- 16.3 If a vacancy occurs due to a leave of absence and replacement is not dictated by procedure, a temporary replacement shall be named by the SPB Advisor until the end of the term.

Section 17. Impeachment

- 17.1 The SGA Senate shall have the sole authority in all impeachment proceedings against the President, Vice President, or Financial Director of the Student Programming Board. The procedure will be the same as for any SGA official, stated in Article IX of the Constitution of the Student Government Association of the University of South Alabama.
- 17.2 The Student Programming Board shall have the authority to remove a chair from the Board, based on the recommendation of the SPB Vice President. A two-thirds vote of the SPB will allow removal from office. The chair being considered for removal will not be allowed to vote on this matter.

Section 18. Operating Procedures

The Student Programming Board may establish operating procedures as it deems appropriate, providing these procedures are presented to the Board in writing and accepted by a two-thirds vote of the members of the Board in attendance at that meeting. These operating procedures shall in no way conflict with the Constitution.

Student Programming Board Operating Procedures

TITLE 1. Definitions, Interpretations and Construction of Operating Procedures

Chapter 100. The official codifications for the operating procedures of Jaguar Productions as approved by the SPB (Student Programming Board).

100.1 Each title shall deal with related topics and each shall be composed of numerically designated chapters, as follows:

Title I (100-199) Definitions, Interpretations and Construction of Operating Procedures

Title 11(200-299) Executive Branch

Title 111(300-399) Programming Board

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Title IV (400-499) Funding

Title V (500-599) Door Prize Eligibility

Title VI (600-699) Salaries

100.2 Each chapter may be subdivided by decimal arrangement (i.e. Chapter 100 may be divided into 100.1, 100.2, etc).

TITLE II. Executive Branch

Chapter 200. Composition of the Executive Branch

200.1 The Executive Branch shall be composed of the:

1. President of Jaguar Productions
2. Vice President of Jaguar Productions
3. Financial Director of Jaguar Productions
4. Assistant Financial Director of Jaguar Productions
5. Administrator of Community Participation
6. Jaguar Productions Advisor

Chapter 201. Composition of the Executive Council

201.1 The Executive Council shall be composed of the:

1. President of Jaguar Productions
2. Vice President of Jaguar Productions
3. Financial Director of Jaguar Productions

Chapter 202. Duties of the Executive Council

202.1 In addition to the duties of their respective offices, the Executive Council shall have the following duties:

1. The timely formulation of a quarterly budget for the SPB's approval.
2. To uphold the Constitution and Operating Procedures of the SPB.
3. To designate office space in the SPB.
4. To attend weekly meetings of the Executive Council.

Chapter 203. Duties of the President of Jaguar Productions

203.1 In addition to their duties outlined in the Constitution, the President shall have the following duties:

1. To supervise all SPB activities.
2. To be the official spokesman for the SPB.
3. To accept the resignation of any SPB chair or officer.
4. To assist with the training and education of new Board and committee members.

Chapter 204. Duties of the Vice President of Jaguar Productions

204.1 In addition to their duties outlined in the Constitution, the Vice President shall have the following duties:

1. To assist the President in monitoring all SPB activities.
2. To assist the President with the training and education of new Board and committee members.
3. To chair the Board meetings using proper Parliamentary Procedure.

Chapter 205. Duties of the Jaguar Productions Advisor

205.1 To advise and assist the SPB in its daily operations and the formulation of events.

Chapter 206. Duties of the Financial Director of Jaguar Productions

206.1 The Financial Director shall have the following duties:

1. To approve all requisitions and payment from SPB funds.
2. To set up and operate a cash box at SPB events/activities. (Said box should be requested two weeks prior to the event activity.)
3. To keep an up-to-date journal of account balances and file all requisitions with their supporting documents.
4. To pay all bills as promptly as possible.
5. To be held responsible for the maintenance of a balanced budget and for preventing deficit spending.

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Chapter 207. Eligibility Requirements for Executive Branch

207.1 Waiving of GPA requirements will only be considered for applicants with GPA's from 2.0 through 2.49.

207.2 In the event that members of the executive branch are placed on academic probation they must relinquish all powers and privileges of that office.

TITLE III. Programming Board

Chapter 300. Parliamentary Procedure

300.1 The SPB shall operate under Roberts Rules of Order (Revised Edition) except when in conflict with either the Constitution or Operating Procedures.

Chapter 301. Procedure for Passing a Proposal

301.1 For a Proposal to be brought before the SPB, it must meet the following conditions:

1. All proposals must be typed on standard proposal forms.
2. All proposals must be sponsored by a voting member of the SPB.
3. All proposals must be submitted to both the President of Jaguar Productions and the Financial Director by noon on the class day before the board meeting. In a critical situation, this requirement may be waived by the President.
4. All proposals must be previewed by the President and Financial Director of Jaguar Productions .
5. The President of the SPB shall have the power to refer all proposals to the appropriate committee. The SPB may pull a proposal out of committee by a majority vote.
6. All events or activities that require the University to enter into binding contracts shall first be voted on and passed by a majority vote in advance of the confirmation of the contract.
7. If, for reasons deemed necessary by the SPB, the Constitution needs a change, deletion, or addition, the change shall be approved by a two-thirds vote of the SPB.

301.2 Use of telephone votes shall be allowed only when the SPB has voted to do so on a specific proposal.

Chapter 302. Attendance Rules

302.1 All members of the SPB shall attend all SPB meetings or send a representative. In order to vote, this representative must be the first assistant of the respective committee.

302.2 Only two unexcused absences will be allowed to SPB members per semester. After the second unexcused absence, the member will be excused from the Board.

302.3 The Executive Council will decide whether an absence is excused.

302.4 Leave of absence requests must be submitted in writing to the Vice President of the SPB.

Chapter 303. Duties of Chairs

303.1 In addition to the duties outlined in the Constitution, the committee chairs shall have the following duties:

1. To be responsible for assisting the promotions committee in promoting events sponsored by the chairs' committee.
2. To assign a committee member as a representative to the Recruiting committee and the Promotions committee.
3. To turn in all necessary paperwork (proposals, event evaluations, committee reports, etc.) by deadline dates set by the Executive Council.
4. To be directly responsible for the efficient and effective operation of their committee's events.

TITLE IV. Funding

Chapter 400. Budget Formulation

400.1 All budget requests shall be submitted to the Financial Director by the deadline set each semester by the Financial Director.

400.2 The budget shall be formulated by the Executive Council subject to approval by the SPB by a two-thirds vote.

400.3 The SPB President, Vice President and Financial Director shall be responsible for executing the budget set forth by the SPB.

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TITLE V. Door Prize Eligibility

Chapter 500. All Jaguar Productions members shall be ineligible for door prizes given away by Jaguar Productions.

TITLE VI. Salaries

Chapter 600. Salary Stipulations

600.1 Salaries for chairs shall be based upon office hours and not time spent during activities or events. Salaries for officers will be a combination of office hours and time spent during activities or events as determined by the SPB Advisor.

600.2 Board members are required to set regular office hours and be present in the Jaguar Productions office at those times in order to be paid.

600.3 Board members are required to sign in and out on the departmental time sheet so that proper office time may be credited to them.

Chapter 601. Salary Scales

601.1 Salaries will be based upon a prescribed number of hours for each position paid at minimum wage.

601.2 The SPB members will be paid in the following manner:

1. President - 20 hours at minimum wage.
2. Vice President - 15 hours at minimum wage.
3. Financial Director - 10 hours at minimum wage.
4. All committee chairs except Promotions and Technical - 3 hours at minimum wage.
5. Promotions Chair - 6 hours at minimum wage.
6. Technical Chair - hours worked at events.
7. Administrator of Community Participation - 3 hours at minimum wage.

601.3 In the event that the Financial Director is also the Graduate Assistant, that person will not be paid the Financial Director's salary.

Code-of-Laws Student Government Association University of South Alabama

TITLE I. Definitions, Interpretations, and Construction of and Compliance with the Laws.

Chapter 100. System of Student Government Association Code-of-Laws, to be observed in the official codification of said laws as established by law:

A. There shall be titles, each dealing with related and similar topics, and each composed of numerically designated chapters, as follows:

Title I (100-199) Definitions, Interpretations, and Construction of and Compliance with the Laws.

Title II (200-299) Executive Branch

Title III (300-399) Legislative Branch

Title IV (400-499) Judicial Branch

Title V (500-599) Election Laws

Title VI (600-699) Ethics

Title VII (700-799) Allocation Rules

Title VIII (800-899) Administration

B. Each chapter may be subdivided by means of a decimal arrangement. For instance, Chapter 99 may be divided into sections as 99.1, 99.2, 99.3 etc. and each section may in turn be subdivided by means of further decimal places so that as many subsections are obtained as necessary.

TITLE II. Executive Branch

Chapter 200. Duties of the President

200.1 In addition to his or her duties outlined in the Student Government Association Constitution, the President shall also have the following duties:

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- 200.1.1 To direct and supervise all SGA activities.
- 200.1.2 To be official spokesman for the SGA.
- 200.1.3 To hire and appoint, as well as dismiss, all personnel in the SGA whose appointment or election is not provided for by the Constitution, with the approval of the Executive Council.
- 200.1.4 To supervise the maintenance of accurate, up-to-date records of SGA events, monies, and inventory.
- 200.1.5 To approve all requisitions, direct pay forms, and payments from the SGA funds.
- 200.1.6 To sign all contracts binding on SGA.
- 200.1.7 To accept the resignation of any SGA officer except a Senator or a member of the Supreme Court.
- 200.1.8 To attend all regular meetings of the Senate so as to be informed as to the legislation passed. Non-compliance shall result in withholding one-half month's stipend for each meeting missed.
- 200.1.9 No leave of absence shall be granted without two-thirds approval of the Senate. In the event of said leave of absence, the officer will not receive payment during the period of the absence.
- 200.1.10 To set, post, and keep office hours.

Chapter 201. Duties of the Vice President

- 201.1 In addition to his or her duties outlined in the Student Government Association Constitution, the Vice President shall also have the following duties:
 - 201.1.1 To coordinate all SGA elections.
 - 201.1.2 To organize and direct the maintenance of accurate records of SGA events.
 - 201.1.3 To accept the resignation of any Senator.
 - 201.1.4 To attend all regular meetings of the Senate so as to be informed as to the legislation passed. Non-compliance will result in withholding of one half month's stipend for each meeting missed.
 - 201.1.5 No leave of absence shall be granted without two-thirds approval of the Senate. In the event of said leave of absence, the officer will not receive payment during the period of absence.
 - 201.1.6 To set, post, and keep office hours.
 - 201.1.7 To appoint the Senate Clerk. (Description of duties of Senate Clerk may be found under Senate Staff, ch.309 of Title III - Legislative Branch of the SGA Code-of-Laws.)
 - 201.1.8 To preside over all meetings of the student Senate. He or she shall vote only in case of a tie, and may not vote during a disciplinary trial.
 - 201.1.9 To execute the duties and powers of the President of the student body at his or her request.
 - 201.1.10 To have the power to fill, by appointment, all vacant seats occurring in the committee structure. The Vice President may appoint all new committee chairs at the beginning of each semester. He or she may dismiss committee chairs and co-chairs from their positions with a two-thirds approval of Senators at that meeting. He or she shall serve as an ex-officio member of all such committees.
 - 201.1.11 To serve as editor of *The Lowdown*.
 - 201.1.12 To coordinate all SGA banquets, Senate retreats, and conferences such as, but not limited to, awards banquets and inductions.

Chapter 202. Duties of the Treasurer

- 202.1 In addition to his or her duties outlined in the Student Government Association Constitution, the Treasurer shall also have the following duties:
 - 202.1.1 To keep an up-to-date journal of account balances and file all requisitions and direct pay forms with their supporting documents. These may be examined by any student.

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202.1.2 To audit all accounts of SGA each semester.

202.1.3 To send each funded organization a balance statement each semester.

202.1.4 To report all accounts balances to the Senate each semester and when requested by the Senate.

202.1.5 To pay all bills as promptly as possible.

202.1.6 The Treasurer cannot be a business manager of an SGA funded activity or organization.

202.1.7 To attend all regular meetings of the Senate so as to be informed as to the legislation passed. Non-compliance shall result in withholding of one half month's stipend for each meeting missed.

202.1.8 No leave of absence shall be granted without two-thirds approval of the Senate. In the event of said leave of absence, the officer will not receive payment during the period of absence.

202.1.9 To set, post, and keep office hours.

202.1.10 To nominate candidates for the position of Chair of the Appropriations Committee.

202.1.11 To attend all meetings of the Appropriations Committee.

Chapter 203. Comptroller

203.1 A Comptroller may be appointed by the Executive Council subject to a two-thirds approval of senators at a regular Senate session. He or she may be dismissed by the Executive Council for improper conduct or failure to perform his or her duties. Specific reasons for dismissal shall be made available by the Executive Council upon request of a majority of the Senate at a regular Senate session.

203.2 The Comptroller shall assist the Treasurer in supervising expenditures and shall carry out any tasks designated to him or her by the Executive Council.

Chapter 204. Duties of the Attorney General

204.1 In addition to his or her duties outlined in the Student Government Constitution, the Attorney General shall also have the following duties:

204.1.1 To attend all regular meetings of the Senate so as to be informed as to the legislation passed. Non-compliance shall result in withholding of one half month's stipend for each meeting missed.

204.1.2 No leave of absence shall be granted without two-thirds approval of the Senate. In the event of said leave of absence, the officer will not receive payment during the period of absence.

204.1.3 To set, post, and keep office hours.

204.1.4 To work in conjunction with the Chief Justice and President on student traffic ticket appeals in accordance with Chapter 402.

204.1.5 The Attorney General shall oversee and maintain the Student Government Association's connection with the STARS committee and the Higher Education Program.

Chapter 205. Executive Cabinet

205.1 There may be three Executive Directors who shall each be responsible for a particular division of the SGA. Each Executive Director shall be responsible for a general function of the SGA and in this capacity shall coordinate and supervise the committees under his or her division. The directors shall be collectively known as The Cabinet and shall report to the Executive Council upon request or as necessary.

205.2 The Executive Directors shall be appointed by the Executive Council subject to a two-thirds approval of the Senate. Directors may be dismissed by the Executive Council for improper conduct or failure to perform their duties. Specific reasons for dismissal shall be made available by the Executive Council upon request of a majority of the Senate.

Chapter 206. Executive Committees

206.1 Committee Chairs shall be appointed and dismissed as stated in Article VI, Section 3.2.3 of the SGA Constitution.

206.2 Committee Chairs, or their designees, shall report to the Senate on the committee's

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activities as necessary or when requested by the President of the Senate. Committee Chairs shall be required to report to their Executive Director upon request or as the chair feels necessary.

206.3 Committee membership is open to all students and shall be maintained as in Article VI, Section 3.2.3 of the SGA Constitution.

Chapter 207. Designation of Divisions and their Committees

STUDENT INTERESTS DIVISION

Interpresidents Council
Social Development Committee
Athletic Development Committee
Multicultural Affairs Committee

STUDENT SERVICES DIVISION

Non-traditional Students Committee
University Safety/Improvements Committee
J.I.V.E.

INTERNAL AFFAIRS/SUPPORT DIVISION

Elections Committee
Recruitment Committee
Governmental Affairs Committee
Public Relations and Advertising Committee
Web Communications Committee

TITLE III. Legislative Branch

Chapter 300. Parliamentary Authority

300.1 Roberts Rules of Order (Revised Edition) shall be the Parliamentary authority for the conduct of the Senate except when in conflict with the Constitution and Student Government Association Code-of-Laws.

Chapter 301. Coding System for Bills and Resolutions

301.1 All Bills and Resolutions introduced into the Senate must be numbered by date and sequence of introduction.

Chapter 302. Procedure for Passing a Bill or Resolution in the Senate

302.1 For a Bill or Resolution to be introduced in the Senate, it must first meet the following conditions:

302.1.1 For the purpose of uniformity, all bills or resolutions shall be typed or printed with the title, bill or resolution number, and name(s) of the Senator(s) sponsoring the bill or resolution, preceding the first section.

302.1.2 A bill can only be introduced to the Senate by a Senator and it must be read by the Chair at the meeting it was first introduced.

302.1.3 All bills may be either submitted to the Senate in accordance with 302.2.1 or to the Legal Affairs Committee Head in accordance with 302.2.

302.2 If the bill is submitted to the Legal Affairs Committee Chair he or she has at most two SGA meetings to bring the document before the Senate in accordance to 302.3. If the bill dies within the Legal Affairs Committee it can be resubmitted to the Senate where it will be subject to 302.2.1.

302.2.1 The bill may be presented to the Senate floor by a Senator where discussion will take place and initial editing can occur. A majority vote is required to approve any changes or additions. The bill must be passed by a majority vote to remain alive in the Senate, at which point it is submitted to the Legal Affairs Committee for editing and review. The Legal Affairs Committee must present the newly revised bill at the next Senate meeting, where it will be subject to 302.3.

302.3 After the floor is opened for discussion the bill is read aloud by the Chair prior to discussion and editing by the Senators.

302.3.1 If the Legal Affairs Committee finds the changes approved by the Senators in the

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previous SGA meeting to be in violation of either the Constitution or the Code of Laws, the legal Affairs Committee Chair will explain the violations and, if possible, how to correct them. The Legal Affairs committee will not change any of the previous Senate approved additions or changes.

302.3.2 Any changes and or additions by Senators must be approved by a 2/3 vote in the SGA meeting (according to the flow chart 302.3.2)

302.3.3 If there are no changes or additions to the document, the bill will then be presented at the next SGA meeting in accordance to 302.4.

302.3.4 If editing changes are approved, the bill will go to the Legal Affairs Committee where the corrections approved by the Senate will be implemented and checked for violations of the SGA Constitution and Code of Laws. If violations occur due to the changes in the bill it is subject to 302.3.5. If none are found it is subject to 302.4.

302.3.5 If after the Legal Affairs Committee implements the Senate approved changes, and the bill is found to be in violation of either the Constitution or Code of Laws, the last bill presented to SGA by the Legal Affairs Committee will be presented at the next SGA meeting in accordance to 302.4.

302.4 After the floor is opened for discussion the bill is read aloud by the Chair prior to discussion and editing by the Senators.

302.4.1 If the Legal Affairs Committee has found the changes approved by the Senate in the previous SGA meeting to be in violation of the Constitution or the Code of Laws, the Legal Affairs committee Chair must explain to the Senate which sections of the Constitution or Code of Laws were broken before discussion of the bill can be had by the Senate.

302.4.2 Any changes or additions to the bill by Senators must be approved by a 2/3 vote in the SGA meeting, where the bill will become subject to 302.3.4.

302.4.3 The Senate may table the bill where it will be presented at the next SGA meeting in accordance with 302.4.

302.4.4 If no changes or additions are needed, the Senate may vote on the bill. The bill requires a 2/3 vote to pass.

302.5 Appropriation requests from SGA committees must be submitted to an SGA official seven business days prior to the meeting in which the request will be considered. Appropriation requests from SGA committees do not go through the Appropriation Committee. Requests must be put on display so Senators can review the requests.

302.5.1 All requests for funds from student organizations not included in the semester budget must be referred to the Appropriations Committee and must be reported out of that committee before a Senate vote is taken. Only with a 2/3 vote of senators present at that meeting may this procedure be dispensed.

302.5.2 The Appropriations Committee does not have to follow 302.1.2 through 302.4.4. The committee may refer their bills to the Legal Affairs Committee, where they will review the bills for violations of either the Constitutions or the Code of Laws. If violations are found during the review, recommendations will be submitted to the Appropriations Committee.

302.6 All bills and resolutions meeting the requirements of the Title III, Chapter 302.1.1 that are presented to the Chair prior to that meeting constitute the agenda of business before the Senate and require no formal introduction from the floor, but will be automatically considered by chronological order as determined by the Chair.

302.7 Resolutions meeting the requirements of 302.6 may be voted upon by a majority of the Senate in the meeting they are introduced.

Chapter 303. Attendance Rules for Senators

303.1 Senators having more than two absences, unless otherwise excused by the Rules Committee, in one semester shall be expelled.

303.1.1 Senators who are absent from an SGA meeting must submit a written excuse to the Rules Committee by the beginning of the following meeting, or be subject to an unexcused absence. The Rules Committee will advise the senator in violation of the decision in writing by the next senate meeting, and keep a continuous record of all material pertinent to their duties. This record will be maintained in the SGA office. All correspondence may be exchanged via the senate mail boxes in the SGA office.

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303.1.2 Two unexcused absences in one semester will result in the removal of the senator in violation from his or her seat in the senate, or suspension of his or her stipend for that semester. It is the responsibility of the Rules Committee to levy the penalty.

303.1.3 A written appeal of any absence ruling may be rendered to the Chief Justice within three days of the ruling. The Chief Justice will consider the appeal at an informal hearing between the vice president, senate pro-tem, and Rules Committee chair. The appeal will be (1) dismissed and the decision of the Rules Committee allowed to stand; (2) reduced from expulsion to loss of stipend; or (3) overturned and the senator reinstated with full benefits. A written decision on any appeal will be provided to the senator violator by the beginning of the next senate meeting.

303.2 Senators must not miss more than two roll calls during a meeting or they shall be counted absent.

303.2.2 Failure to attend a budget meeting will count as two absences unless otherwise excused by the Rules Committee.

303.2.3 The budget packet (consisting of the agenda and allocation requests) must be picked up no later than 5:00 p.m. on the Monday of the budget meeting. Any senator failing to do so will be unable to vote in the budget meeting.

303.3 Expelled senators will be notified of their removal within seven (7) days following the submission of their appeal to the Rules Committee.

303.4 Each senator may take one semester's leave of absence in the summer. The President of the Senate must be informed in writing of this action. The deadline for requesting leave is the second meeting of the semester.

303.5 Senators must be enrolled at least two (2) semesters out of three (3) in an academic year.

303.6 Each senator will be actively involved in at least one committee.

303.7 Senators will post and keep one office hour in the SGA office or their college unless stipulated otherwise by the President Pro-Tem.

303.8 Senators who fail to perform their duties as stipulated in Chapter 303.6 and 303.7 may be removed from office with a 4/5 vote of the Senators present at that meeting.

Chapter 304. Senate Committees

304.1 The Student Senate shall have three standing committees and any other ad hoc committees the President of the Senate may establish. The standing committees shall be known as the Rules Committee, the Legal Affairs Committee, and the Appropriations Committee.

304.2 The Student Senate shall have the power to create any other committees it may so desire through the passage of a simple law.

304.3 The President Pro-Tem of the Senate shall direct and coordinate all Senate committees.

304.4 Chairs for the Senate Committees will be nominated at the first Senate meeting and elected to that position by a majority vote of the Senators present at the second Senate meeting in the Fall semester. In the Summer semester the Senate President Pro-Tem will appoint temporary chairs to the Senate Committees.

304.5 The President Pro-Tem of the Senate may dismiss a Senate Committee Chair with a two-thirds approval of the Senators present at that meeting.

304.6 The senate committee chair will appoint members from a voluntary list of senators to the respective committee with approval from the senate President Pro-Tem.

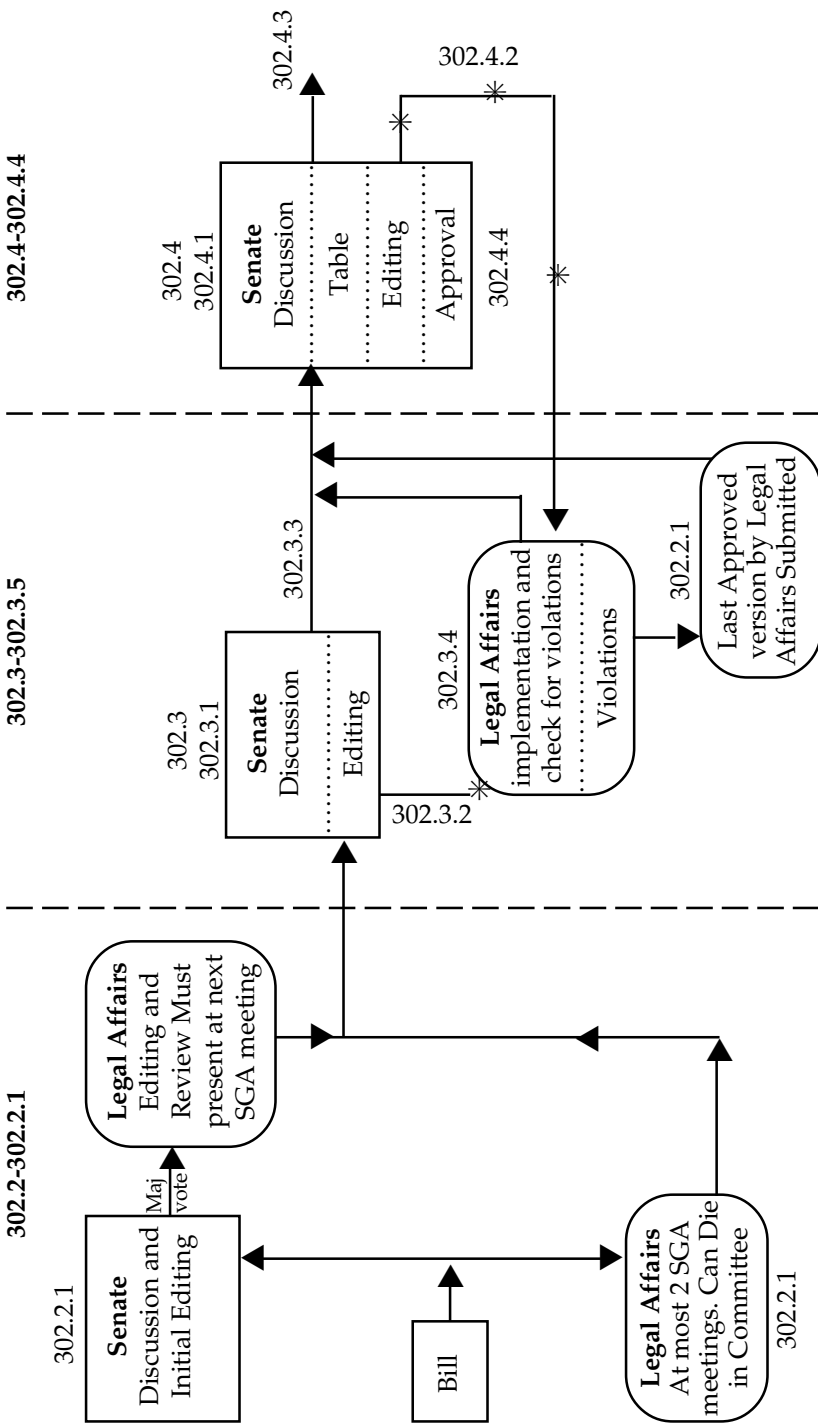
304.7 The President Pro-Tem will coordinate and supervise the office hours of all senators and their membership in committees.

304.8 The President Pro-Tem will keep one office hour in the SGA office.

Chapter 305. Rules Committee

305.1 The Rules Committee of the Senate shall be responsible for enforcing Senate rules and regulations concerning senator's attendance and committee requirements.

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305.2 If senators wish to have absences excused, they will report to the Rules Committee within seven (7) days. Automatically excused absences will include illness (verified by a Doctor's excuse) and deaths in the family.

305.3 All other absences will be reviewed by the Rules Committee, upon request, for consideration.

305.4 Decisions of the Rules Committee can be appealed to the Chief Justice.

Chapter 306. Appropriations Committee

306.1 The Appropriations Committee of the Senate shall be responsible for receiving and voting on requests of appropriation funds from recognized university student organizations.

306.2 The Appropriations Committee must approve any appropriations request referred to it by a majority vote and prepare the bill or resolution in accordance with Chapter 302.1.1 before introducing it to the Senate.

306.3 The Appropriations Committee shall consist of five senators: one chair and four members.

306.4 The Appropriations Committee Chair will establish a meeting time of the appropriations committee, serve as the presiding officer of the Appropriations Committee, prepare all appropriation bills in accordance with Chapter 302.1.1, and maintain a journal of attendance for all Appropriations Committee members.

306.5 Any member of the Appropriations Committee, to include the Chair, having more than three unexcused absences in one semester or more than five unexcused absences in one term shall be expelled.

306.6 Automatically excused absences will include illness (verified by a Doctor's excuse) and deaths in the family. All other absences are subject to the review of the Rules Committee.

306.7 The Appropriations Committee Chair will be elected by majority vote of the Senate from the candidates nominated by the Treasurer.

Chapter 307. Senate Legal Affairs Committee

307.1 The Legal Affairs Committee shall have the sole responsibility for drafting additions or changes to the Student Government Association Constitution or the Code-of-Laws. Any senator may submit a bill or resolution to the Legal Affairs Committee and the committee must draft that bill or resolution in the correct format, according to Title III, Chapter 302.1, before it is advanced out of the committee. The committee must report any bill or resolution out of committee with a majority vote, otherwise the bill or resolution will die in committee. A senator may also submit their bill or resolution to the Senate in accordance with Title III, Chapter 302.

307.2 The Legal Affairs Committee will be made up of five (5) senators: one chair and four members.

307.3 The Legal Affairs Committee Chair shall establish a meeting time of the committee, notify each member 48 hours in advance of meeting time, serve as the presiding officer of the committee and maintain a journal of attendance for the committee.

307.4 Any senator of the Legal Affairs Committee, including the Chair, having more than three unexcused absences in one semester or more than five absences in one term shall be expelled.

307.5 Automatically excused absences will include illness (verified by a Doctor's excuse) and deaths in the family. All other absences are subject to the review of the Rules Committee.

307.6 The Chair of the Legal Affairs Committee is responsible for recording all additions or changes to the SGA Constitution or Code-of-Laws on the master copy of the SGA Constitution and Code-of-Laws and reproducing the new SGA Constitution and Code-of-Laws for the Senate.

Chapter 308. Senate Staff

308.1 The Senate Staff shall consist of the following:

Student at Large
Senate Clerk

308.2 The Student-at-Large is required to give a report at each meeting about campus activities of interest and meetings that have been attended on behalf of the Student Government Association. Failure to do so would result in a loss of stipends.

308.2.1 A Student-at-Large having more than three unexcused absences in one semester shall be expelled. He or she will be notified of his or her removal within three days following the third absence.

308.2.2 The Student-At-Large shall serve as the chair for the Interpresidents Council and is responsible for holding at least two Interpresidents Council meetings a semester.

308.3 The Senate Clerk of the Student Government Association shall be appointed by the Vice President for a period of one academic year consisting of Summer, Fall, and Spring Semesters. The Senate Clerk shall have the following duties:

308.3.1 To take the roll and accurately record the minutes at all Student Government Association meetings.

308.3.2 To type and submit the minutes for approval at the next SGA meeting.

308.3.3 To accurately record the results for all roll call votes.

309.3.4 To count all secret ballot votes.

Chapter 309. Senate Involvement Committee

309.1 The Senate Involvement Committee will have the sole responsibility for determining whether or not a senator receives his or her stipend.

309.2 The Senate Involvement Committee will be made up of one representing senator from each college.

309.2.1 The President Pro Tem will head the Senate Involvement Committee.

309.2.2 Each college is responsible for selecting one senator from said college to represent that college in the committee.

309.2.3 Each college will be responsible for selecting its representative by the fourth business meeting.

309.3 The Senate Involvement Committee will grade each senator on office hours, general involvement, and project involvement.

309.3.1 Office hours are defined by how many office hours a senator completes in a given semester.

309.3.2 General Involvement is defined as follows: membership in SGA committees, participation in SGA sponsored or co-sponsored events, and representing SGA in other campus activities, including but not limited to Get Acquainted Day, blood drives, JagFest, Convocation, and any other activities or projects approved by the Senate Pro-Tem.

309.3.3 Project Involvement as defined by Title VIII, Chapter 801.

309.4 The Senate Involvement Committee can penalize a senator's stipend with a three-fourths vote of the committee.

309.4.1 Each member of the committee holds one vote.

309.4.2 The President Pro-Tem holds one vote which can only be cast to break a tie.

309.5 The Senate can override a decision of the committees with a two-thirds majority.

Chapter 310. President Pro-Tem

310.1 The Student Senate shall have the power to elect, by a majority from within its membership, a President Pro-Tem at the second regular Senate meeting summer semester. The President Pro-Tem shall serve for the remainder of his or her term of office as a Senator. The President Pro-Tem shall serve as the presiding officer of the Student Senate in the absence of the Vice President.

310.2 The President Pro-Tem will serve on the Disciplinary Council.

310.3 The President Pro-Tem will head the Senate Involvement Committee.

310.4 The President Pro-Tem will stipulate the location(s) for senate office hours and the location of the sign-in sheet.

310.5 The President Pro-Tem of the Senate shall direct and coordinate all Senate committees.

310.6 In the Summer semester the President Pro-Tem will appoint temporary chairs to the Senate Committees.

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310.7 The President Pro-Tem of the Senate may dismiss a Senate Committee Chair with a two-thirds approval of the Senators present at that meeting.

310.8 The Senate Committee Chair will appoint members from a voluntary list of senators to the respective committee with approval from the senate President Pro-Tem.

310.9 The President Pro-Tem will coordinate and supervise the office hours of all Senators and their membership in committees.

310.10 The President Pro-Tem will keep one office hour per week in the SGA office.

310.11 The President Pro-Tem must approve all colleges' projects proposed for the Senate Involvement Committee.

Chapter 311. Quorum Requirements

311.1 The quorum for Student Senate meetings in Article VII, Section 1.3 is based on the total number of Senators minus those Senators who are on a leave of absence.

TITLE IV. Judicial Branch

Chapter 400. Powers and Duties of the Supreme Court

400.1 A quorum of five members will be required for the Supreme Court to conduct a hearing or to issue an official decision.

400.2 Whenever a member of the court disqualifies him/herself from hearing a particular case (or group of cases) or is on a leave of absence the SGA President must replace him or her by appointing, with two-thirds approval of the Senate, an ad hoc justice. The ad hoc justice will only have jurisdiction in the case(s) which he or she has been appointed to hear. Once the Supreme Court has announced its decision(s) in the case(s) which he or she was appointed to hear, the ad hoc justice must resign from the court.

400.3 The Supreme Court shall meet at least once a month. The Chief Justice must notify each Associate Justice at least 96 hours in advance of the time a case is to be heard. The Chief Justice and all members of the Supreme Court shall be required to attend court meetings and case hearings. Any member of the Supreme Court being absent from two (2) case hearings or meetings, or any combination of the two within one term of office, is dismissed from the Court. Absences may be excused, for valid reasons, by a two-thirds vote of Associate Justices at a meeting of the Court. Meetings of the Supreme Court shall be subject to the stipulations of Title IV, Chapter 400.1. The Chief Justice shall be responsible for maintaining the attendance records of the court.

Chapter 401. Duties of the Chief Justice

401.1 In addition to his or her duties outlined in the Student Government Association Constitution, the Chief Justice shall also have the following duties:

401.1.1 To supervise the activities of all judicial courts in regard to their constitutional duties.

401.1.2 To supervise the maintenance of the permanent Journal of Laws.

401.1.3 To accept the resignation and requests for leave of absence of any members of the Supreme Court.

401.1.4 To see that reasons are given for all decisions made by the Supreme Court.

401.1.5 To keep up-to-date copies of the Student Government Association Constitution and the SGA Code-Of-Laws.

401.1.6 To attend all regular meetings of the Senate so as to be informed of the legislation passed. Non-compliance shall result in withholding of one-half of one month's stipend for each meeting missed.

401.1.7 No leave of absence shall be granted without two-thirds approval of the Senate. In the event of said leave of absence, the Chief Justice will not receive payment during the period of absence.

401.1.8 To set, post, and keep office hours.

401.1.9 To work in conjunction with the Attorney General and President on student traffic ticket appeals in accordance with Chapter 402.

Chapter 402. Student Traffic Ticket Appeals

402.1 Any student who receives a traffic and or parking ticket who believes there are reasons to appeal the ticket may file a written appeal in the Dean of Students office within 48 hours.

402.2 All appeals will first be ruled upon by the Chief Justice and Attorney General.

402.3 If for any reason the Chief Justice and Attorney General are unable to agree on a decision the SGA President will have the tie breaking vote.

402.4 Appeal decisions will be posted on the Student Center Bulletin Board on a weekly basis.

402.5 If a student does not agree with the first appeal decision he or she may appeal a second time to the Supreme Court.

TITLE V. Election Laws

Chapter 500. Election Rules Committee

500.1 The Election Rules Committee shall be composed of not less than five members who are to be appointed by the President of the Senate.

500.2 The Committee shall have the power to appoint students who are not seeking an office in the election to help them run the election (e.g. setting up polls, getting poll workers, counting votes, etc.) and enforcing the election law. Any decisions of the Election Rules Committee may be appealed to the Supreme Court.

500.3 After the Supreme Court decides the date for an election, the Elections Committee will set the deadline for candidates' applications. All candidates for office must meet all qualifications (as stated in Article X, Section 2 of the Constitution) by 5:00 p.m. on the deadline date for applications. The Committee shall be charged with establishing procedures for validating the qualifications of a candidate. They are furthermore empowered to set the date when campaigning (defined as any written or printed material) may begin; running the election (e.g. setting up polls, getting poll workers, counting votes, etc.) and enforcing the elections law.

500.3.1 A mandatory candidate meeting will be held at 5:15 p.m. on the same day that applications are due. Failure to attend this meeting will result in immediate disqualification. A candidate may, however, send a representative to the meeting in the event that he or she cannot attend.

500.3.2 Candidates seeking the office of President, Vice President, and Treasurer of the Student Government Association will participate in a mandatory Candidates' Forum to be held prior to the general election to present their platform. This forum will be open to the public. If a candidate is unopposed, the candidate must still participate in the forum and be available to answer questions. The date and time of the forum will be decided by the Supreme Court and the Election Rules Committee. The date of forum will be announced on the same day as the dates for the general election. Failure to participate in this forum will result in immediate disqualification from the election. Candidates who are disqualified from the election due to absence from the Candidates' Forum may appeal to the Supreme Court for reinstatement of their candidacy.

500.4 With regards to enforcing the Election Laws, the Committee will:

A. Assess campaign violations

B. Keep specific written records of all violations. This should include:

1. Who committed the violation
2. What the violation was
3. Where the violation occurred
4. Who assessed the violation
5. Date of violation
6. Penalty imposed for the violation

C. The Elections Committee shall assess campaign violations. When a poster or other campaigning material is found in an illegal place, the committee member shall remove that poster in the presence of any student, sign the back of the poster, and give the date, time and place of the violation; as well as request the witnessing student to initial and give student number for proof of witness. No person may be fined more than once for each violation (e.g. if he or she has one poster in an illegal place, he or she cannot be fined

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4 times for that poster. He or she can, however, be fined 4 times for 4 illegal posters).

D. Notify the candidate in writing for the specific violations which he or she committed and the amount of fines which he or she must pay. He or she should be informed that he or she has the options of paying his or her fines to the SGA secretary to be placed in the Contingency Account, or appealing the fines to the Election Rules Committee.

E. If the Election Rules Committee upholds the fines, the decision may be appealed to the Supreme Court.

F. Every effort must be made to verbally notify the candidate of disqualification within forty-eight (48) hours of the time of disqualification. Written notification of violations must be mailed within three (3) business days. This applies to any person who is not a member of SGA.

500.5 No member of the Election Rules Committee, including the President of the Senate may be involved in any committee work for or during any election which he or she is running for office.

500.6 All S.G.A. election and registration deadlines for candidates shall be publicized at least one month in advance of the date they are to be held.

500.7 The Election Rules Committee shall expand the rules regarding campaign publicity in Chapter 501 as is necessary with approval of the Executive council. It is the responsibility of the Elections Rules Committee to make available to all candidates at the time of the candidate registration deadline a copy of the expanded rules.

500.8 An Electronic polling system for student body elections shall be included as a way of polling the student body at the discretion of the current Election Committee.

Chapter 501. Homecoming Elections

501.1. The date set for the Homecoming election must be a minimum of four days before the Homecoming game.

501.2 All candidates for homecoming king and queen must have a cumulative 2.0 GPA at the time of the application deadline.

501.3 The terms "king" and "queen" are gender specific.

501.4 The nominating or sponsoring organization shall be responsible for any fines, and failure to pay said fines shall be reported to the Office of Campus Involvement and a hold will be placed on the candidate's grade at the end of the semester.

Chapter 502. Campaign Regulations

502.1 Publicity

502.1.1 All campaign preparations (including material preparation or campaign committee meetings) on or in sight of the University campus prior to the campaign dates must be made in a non-public area (i.e. an area made inaccessible to the general student body or general public).

502.1.2 Flyers may not exceed 8 1/2 by 11 inches and may be placed (using masking tape only) on ceramic tile or brick walls or other unpainted surfaces but not glass doors or windows.

502.1.3 Only one flyer per bulletin board inside buildings is allowed, but not to exceed two flyers per floor per building.

502.1.4 No posters will be allowed in any library or any dining service area.

502.1.5 Flyers may not be placed on trees, nor windshields.

502.1.6 No nails are to be used to hang any campaign materials.

502.1.6.1 Banners and sheets may be hung outdoors only.

502.1.7 All campaign materials must bear the name of the individual or organization which is responsible for its publication. That individual or group will be liable in student courts for any statement contained in the material. Individuals distributing unmarked material will be held personally liable for what they distribute. If any organization distributing material is not officially recognized on campus, the names of the officials of the group must be filed with the Election Rules Committee by application date.

502.1.8 All editorials must be distinguished as being the responsibility of the editor or writer. The editor will be held liable for statements in ads not marked as herein required.

502.1.9.1 No campaigning, either verbal or material, will be allowed in any building containing polls on election day.

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502.1.9.2 No campaigning, either verbal or material, will be allowed within 30 feet of any poll on election day.

502.1.9.3 The above word “campaigning” will not be considered to mean buttons or stickers worn by students on election day while the polls are open.

502.1.9.4 No campaign materials may be worn by a person working at the polls during the election.

502.1.10 Violations of the above regulations will result in a fine of \$1.00 per violation with the exception of 502.1.6 which will result in a fine of \$5.00 per violation.

502.1.11.1 Any candidate who receives more than \$25.00 in fines during the election (through the date of the election) will be subject to disqualification.

502.1.11.2 Only the Election Rules Committee has the power to officially declare a candidate disqualified through the date of elections. The Supreme Court may disqualify a candidate if a candidate’s appeal is upheld.

502.1.12 All flyers, banners, etc. must be removed by 5:00 p.m. on the third day following elections. Non-compliance will result in a \$2.00 fine for each violation.

502.1.13 All write-in candidates are subject to the same regulations as recognized candidates.

502.1.14 Only the following may be hung, displayed, or advertised on the main campus or Springhill campus unless told otherwise by the elections chair:

- a. flyers (except on car windshields)
- b. banners
- c. sheets

Endorsements

502.1.15 No facility on the University campus may lend its support in any capacity to any candidate. Permission cannot be granted exclusively to any candidate for the distribution of material by such a facility.

502.1.16 No employee of the University (faculty, staff, or administration) may campaign in any capacity for any candidate. Any student who is an employee in any capacity for the University of South Alabama may not campaign, either verbal or material, for any candidate while on the clock.

502.1.17 No candidate may receive any exclusive assistance (“exclusive assistance” is defined as “any service or contribution which is provided to a candidate which is not equally made available to all other candidates”) from any type of business; violation of this will result in disqualification of the candidate.

502.1.18 No candidate may use university letterhead (or copies of letterhead) for campaigning purposes.

CHAPTER 503. Campaign Expenses

503.1 No candidate’s campaign expenses may exceed \$250.00 including all contributions. This amount is to cover the general and run-off elections.

503.2 Each candidate must submit an itemized financial statement containing an estimate of the fair market value of each item which he or she used in the campaign. This statement must be submitted no later than 5:00 p.m. on the first day following elections (23 hours after the polls close).

503.3 The Election Rules Committee has the power to assess a candidate’s expenditures according to the fair market value of the expenditures. Any candidate whose expenses are determined by the committee to be over \$250.00 will be disqualified. All materials used in the general election may be used in the run-off election.

503.4 Failure to turn in itemized financial statements for campaign expenditures as stipulated in 503.2 will result in a hold on the candidate’s grades.

CHAPTER 504. Voting Procedures

504.1 Candidates’ names will appear on the ballot in a position determined by alphabetical order. Space will be provided on ballots for write-in candidates.

504.2 The polls will be open from 8:00 a.m. to 6:00 p.m. on the main campus. The Elections Committee Chair shall have the discretion to maintain polling places beyond these time requirements.

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504.3 The location of the polls will be announced two weeks before the election by the Election Rules Committee.

504.4 The students who staff the polls must be approved by the Election Rules Committee in advance.

504.5 Voting may also take place on any personal computer using Student ID number, pin number, birth date, last name, or any combination thereof when made available by the Elections Committee.

504.6 As long as one of the official voting areas on the main campus remains open from 8:00 a.m. - 6:00 p.m. the election is official.

504.7 Voting shall be by secret ballot. To receive a ballot, the voter must follow procedures outlined by the Elections Committee. The voter must mark the ballot according to the instructions on the ballot. The voter shall be responsible for submitting the completed ballot to the elections vendor.

504.8 The manner in which votes are tabulated will be determined by the Elections Committee and results of all votes counted will be posted at the SGA office.

CHAPTER 505. Run-Offs

505.1 A majority of the total votes cast is necessary to win any of the elected SGA offices other than Senator and Student-At-Large.

505.2 In case no candidate receives the majority necessary to win, a runoff election will be held approximately one week after the general election. The two candidates receiving the highest percentage of the vote will participate in the run-off election. The date of the runoff election shall be determined before the date of the general election and published with the date of the general election.

505.3 If a tie occurs for the last Senator position in any college, division or Student-At-Large position, these individuals will participate in a runoff to be held approximately one week after the general election.

CHAPTER 506. Protests

506.1 Any protest of a Student Government Election or a Homecoming Queen and King Election must be submitted to the Supreme Court within five (5) business days after the day of election. Any decision by the Election Rules Committee may be appealed to the Supreme Court.

CHAPTER 507. Absentee Ballots

507.1 Any student who will be absent on Election Day because of a University approved activity is eligible to cast an absentee ballot in any S.G.A. election.

507.2 The absentee ballot must be cast not more than one week prior to Election Day.

507.3 The date, time, place, and procedure for casting an absentee ballot must be announced two days in advance by the Election Rules Committee.

507.4 The Election Rules Committee will collect all absentee ballots and be responsible for their security. The absentee ballots will be counted when the regular ballots are counted.

507.5 All election rules, procedures, and decisions made by the Election Rules Committee concerning the regular polls will be in effect at the absentee ballot poll.

507.6 In an election in which 504.5 is applicable, 507.1, 507.2, 507.3, 507.4, and 507.5 shall be suspended.

TITLE VI. Ethics

Chapter 600. Conflict of Interest

600.1 Restrictions on SGA Offices:

600.1.1 No person shall hold more than one of the following offices at any one time:

- President
- Vice President
- Treasurer
- Senator
- Chief Justice
- Member of the Supreme Court

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Attorney General
Defense Attorney
Executive Assistant
Senate Clerk or SGA Secretary
Student At Large

600.1.2 Exceptions to the preceding restriction must be approved in bill form by the SGA Senate.

600.1.3 No person holding an office in Title VI, Chapter 600.1.1 may receive any income out of SGA monies for anything other than the stipend which he or she is entitled to draw by his or her Office.

600.1.4 No person holding an office in Title VI, Chapter 600.1.1 may be employed as a member of the SGA office staff.

600.2 Restrictions on the Judiciary

600.2.1 Members of the Supreme Court, including the Chief Justice, who have qualified to be a candidate for any SGA office may not hear election protests involving that office or the entire election.

600.2.2 The Supreme Court may not rule on any case in which the Chief Justice or a member of the Supreme Court is a defendant. The case will automatically be referred to the Dean of Students for adjudication.

SGA BUDGET/APPROPRIATIONS REQUEST INFORMATION

IMPORTANT - Please read the following rules and regulations carefully before filling out the request form. If the form is not filled out completely and correctly, delays in receiving funding may occur. If you have any questions, please contact the SGA Treasurer at 460-7191.

TITLE VII. Rules for the Allocation of SGA Funds

Chapter 700. Allocation Rules

700.1 Activities being funded or subsidized by the SGA must benefit the University and the students in a timely and direct manner.

700.1.1 In order for an organization to receive money from SGA, it must be authorized as a registered organization through the Office of Campus Involvement and have been registered three consecutive semesters immediately preceding the budget request.

700.1.2 A two-thirds vote by the Senate may override Chapter 700.1.1.

700.1.3 The SGA may choose to co-sponsor certain projects or activities with another USA student organization.

700.1.4 SGA co-sponsorship shall entail additional support through funding, advertising, physical presence at an event, and/or by any other means deemed appropriate.

700.1.5 All chapter 700 laws with the exception of 700.3 and 700.9 apply to co-sponsorship requests. Co-sponsorship of an organizational event does not impact that organization's annual allocation.

700.2 Every organization seeking an SGA allocation must be able to demonstrate that a substantial effort has been made, on the part of that organization, to fund the project on its own.

700.3 No organization shall receive an allocation of more than \$2,000.00 in one SGA fiscal year.

700.4 All requests must contain itemized price estimates and be consistent with the rules of Budgetary Procedures of the State of Alabama, and the University of South Alabama.

700.5 Any organization which uses any part of an SGA allocation for private commercial gain shall have the remainder of its allocation cut off and shall not receive any SGA allocation for the remainder of that academic year.

700.6 Organizations must submit receipts for actual expenditures to the SGA Treasurer by 5:00 p.m. of the fifth day of the semester following the semester in which the event

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was held. Organizations must submit original receipts to the SGA Treasurer by the required time. Organizations will receive allocated funds for actual expenditures up to the amount allocated by the SGA. Organizations will lose their allocation if they fail to turn in actual receipts to the SGA Treasurer by the required time. Organizations who lose their allocation must go through the allocation process again.

700.6.1 The SGA shall only send allocation monies to an advisor of an organization or transfer reimbursement funds into an organization's University account. The SGA shall not send allocation monies directly to a student of an organization.

700.7 An allocation must be spent as stipulated by the SGA if such stipulation is applicable.

700.8 All advertising for an activity that is fully or partially funded by the SGA must effectively recognize the SGA's support. All publications must contain the SGA logo. SGA will not pay for T-shirts for events unless the event is sponsored or co-sponsored by SGA, and, therefore, T-shirts must contain the SGA logo.

700.8.1 A t-shirt is defined as a non-collared, short or long-sleeved shirt.

700.8.2 The SGA may fund t-shirts as uniforms if the particular organization requesting the shirts provides the names and student numbers of the recipients. The t-shirts may not display advertising for an event and a sample design must be approved by the senate.

700.9 All requests for funds submitted to the Appropriations Committee must be received by the chair at least seven (7) working days prior to the time the allocation is needed. This rule may be waived with three-fourths approval of the Appropriations Committee.

700.9.1 All requests for co-sponsorships must be received at least seven working days prior to the event and a representative of the organization seeking co-sponsorship must be present at the Senate meeting in which the request is reviewed.

700.10 Requests for funds for any non-academic-related or non-university-wide publication must go through the Board of Student Communications. Determination of the status of publications seeking funds shall be made by the appropriate SGA reviewing body.

700.11 Any solicitation for funds from the SGA for a campus-wide publication must meet the following criteria, unless it is published each semester or annually:

- a. be a recognized student organization, and
- b. be recognized by the Board of Student Communication,

700.12 All budget request forms must be completed, as stated on the request form and Code-of-Laws, and turned in to the SGA office by 5:00 p.m. five (5) working days prior to the budget meeting each semester. This law may be waived at any Senate meeting with two-thirds approval of the Senators present at that meeting.

700.13 Every organization seeking a Student Government Association allocation must have a member present at the meeting at which funding is considered. This law may be waived at any Senate meeting with two-thirds approval of the Senators present at the meeting.

700.14 No reimbursement for gas mileage will be given. The SGA van is available for use when the proper request has been approved by the SGA secretary. SGA will not pay for gas used in the vans.

700.15 Allocation of food and drinks will only be given for events sponsored by SGA, or co-sponsored by an executive committee.

700.16 SGA will not pay for equipment such as, but not limited to, any type of media equipment, digital cameras, computers, printers, videos. The only exception would be for equipment that is not reasonably available on campus and is vital for the organization to function, which will be decided by the Executive Council. If such equipment is approved then the equipment must be stored on campus and proof of on-campus storage must be provided to the SGA Treasurer in order to be reimbursed.

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700.17 An organization may request part or all of its annual allocation amount for a speaker. This includes travel and lodging expenses and the actual speaker fee.

700.18 SGA will not pay for office supplies. Examples are, but not limited to, stationary, pens, paper, envelopes, film, stamps, invitations, paper clips, etc. and any other item not recommended by the Executive Council.

700.19 SGA will not reimburse expenditures for awards or plaques.

Chapter 701. Student Government funds cannot be allocated to student organizations for travel, lodging, and/or registration expenses for conferences or conventions unless:

701.1 The organization requesting the funds demonstrates with documentation the educational benefit of the event and the necessity of their attendance because they are:

- a. submitting a paper at the event, or
- b. participating in competition at the event, other than delegation of the year, chapter of the year, spirit awards or equivalents thereof, or
- c. submitting a project or display at the event, or
- d. hosting the convention within two years of the date that the appropriation is approved by the Senate, or
- e. there for the sole purpose of receiving information on further education, academic, or professional opportunities

701.1.1 SGA, per University policy, cannot provide funds for conferences, conventions, or other trips, whose primary purpose could reasonably be classified as leisure or recreational.

701.2 The organization requesting the funds must attach to the Budget/Appropriation Request a list of the people planning to attend the event, and their student numbers, the majors and minors of all the students on the list, a copy of the registration form, a travel itinerary, and any other information received by the organization related to the conference, convention or trip including approximate costs associated with travel, lodging, conference fees, etc..

701.3 The organization requesting the funds must submit all receipts of expenditures, an itinerary of the conference showing dates and time of conference activities, and physical proof of the fulfillment of one of the requirements in 701.1 (photographs of display, copy of paper submitted, awards won, letter of intent from national or regional organization stating that conference will be hosted here within two years) to the executive council. Failure to comply may result in the loss of the allocated funds.

Chapter 702.

702.1 Any one organization may only receive up to \$350.00 per person for travel, lodging, and/or registration expenses in one year.

TITLE VIII. Administration

Chapter 800. Stipends and Salaries

800.1 The following schedule of SGA stipends shall become effective June 3, 2002.

President - \$600.00

Vice President - \$550.00

Treasurer - \$500.00

Chief Justice - \$250.00

Attorney General - \$250.00

Senate Clerk - \$100.00

Senator - \$100.00

Committee Chair - \$100.00

Senate Committee Chairs - \$100.00

Student-at-Large - \$100.00

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800.2 The President may hire secretaries who shall receive just compensation subject to Senate approval.

800.3 All stipends paid by the SGA are subject to the following conditions:

800.3.1 The SGA Senate may withhold or prorate payment of a stipend to any official who fails to perform the duties as prescribed for his or her office, with a two-third vote of the Senate. Any SGA official can bring before the Senate a resolution to withhold stipend for non-performance of duties.

800.3.2 Stipend payments may not be withheld by the Senate in order to intimidate an officer, if the officer meets all qualifications for payment.

800.3.3 Any official on academic probation or probation at USA cannot receive stipends.

800.3.4 Missed meetings by officers may be excused by a 3/4 vote of the Senate. Such a vote to excuse the absence also excuses the officer from any loss of pay as prescribed by Chapters 200.1.8, 200.1.9, 201.1.4, 201.1.5, 202.1.7, 202.1.8, 204.1.1 204.1.2, 401.1.6 and 401.1.7.

800.4 Stipends are to be paid once a month for all officers, and the Senate Clerk, but Senators, Student-at-Large, and Committee Chairs will receive a stipend on a semester basis.

800.5 No Senate may receive the benefits of a stipend increase during said term.

Chapter 801. Salaries for Committee Chairs and Senators

801.1 To meet stipend requirements a senator must complete one office hour per week as well as attend all Senate meetings, with the exception of excused absences. Absences can be appealed and excused by a two-thirds majority of the Senate by secret ballot for extenuating circumstances which must be documented.

801.1.1 In order to meet stipend requirements, committee chairs and student Senate committee chairs must complete one office hour per week and if requested by the President of the Senate, the committee chair must attend a specified Senate meeting, unless it is excused due to a death in the family or a doctor's excuse.

801.2 All stipends paid by the SGA to Senators, committee chair, student-at-large, and Student Senate committee chairs are a stipend of \$100.00 per semester.

801.3 Each college is required to complete one project per year.

801.4 The President Pro-Tem must approve all projects.

801.5 Each college is required to nominate one person to be in charge of said project.

801.6 This person will be required to coordinate the event, as well as evaluate each senator's involvement on the project.

801.7 This evaluation shall be forwarded to the President Pro-Tem for evaluation by the Senate Involvement Committee as specified in Title III, ch.308.

801.8 If a senator or committee chair fails to meet the requirements as stated in 801.1, an appeal may be turned in to the Rules Committee.

801.9 An executive officer must be allowed to sit in on the appeal process as well as have the ability to vote.

801.10 The chair of the Rules Committee must choose the executive officer to sit in on the appeal.

801.11 The decision of the Rules Committee must be explained at the following scheduled SGA senate meeting.

Chapter 802. Description and Stipend of Student-at-Large

802.1 In order to meet stipend requirements, the Student-at-Large must complete an office hour per week as well as attend all Senate meetings, unless excused due to a death in the family or doctor's excuse.

802.2 The stipend paid by the Student Government Association to the Student-at-Large is a prorated amount of \$100.00 per semester.

802.3 An appeal may be made if the Student-at-Large fails to fulfill 802.1.

802.4 The only way the Student-at-Large's stipend can be withheld is by a two-third vote of the senate.

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802.5 The Student-at-Large is required to give a report at each meeting about campus activities of interest and meetings that have been attended on behalf of the Student Government Association. Failure to do so would result in a loss of stipend.

802.6 A Student-at-Large having more than three unexcused absences in one semester shall be expelled. He or she will be notified of removal within three days following the third absence.

802.7 The Student-at-Large shall serve as the chair for the Interpresidents Council and is responsible for holding at least two Interpresidents Council meetings a semester.

Chapter 803. Sheet Sign Regulations

In a cooperative effort to maintain the beauty of our campus and still offer maximum advertising options to students, the following sheet sign regulations will be enforced:

803.1 A student affiliated with the organization must request approval at the SGA office. Valid student ID is required to register the number and locations of sheet signs.

803.2 A record of all signs will be kept in the SGA office.

803.3 All signs that have not been registered will be taken down and disposed of.

803.4 Sheet signs may be hung **seven days prior** to specified event.

803.5 Sheet signs must be removed within **three days after** the event.

803.6 Sheet signs must be hung with biodegradable cord.

803.7 Sheet sign regulations for Homecoming and SGA elections are specified elsewhere in *The Lowdown*.

Restrictions for Advertising Regular Meetings

803.8 Sheet signs advertising weekly meetings can be hung **four times per semester**.

803.9 All sheet signs must comply with all other regulations of this sheet sign policy.

Penalties and Fines

803.10 **First violation:** a warning will be issued to the offending department or organization.

803.11 **Second violation:** a \$10.00 fine will be levied against the responsible department or organization.

803.12 All fines must be paid in the semester in which they were levied. The grades of student registering signs will be on administrative hold until all fines are paid.

803.13 **Third violation:** all sheet sign privileges are suspended until the following school year. (Academic year is defined as summer, fall and spring semesters, with summer the beginning of the academic year and spring the end of the academic year.)

Off-limit Areas - \$10.00 Fine First Offense

803.14 No sheet signs within fifty yards of any location on Old Shell Road or University Boulevard.

803.15 No sheet signs can be attached in any manner to bushes.

803.16 No sheet signs on or near the walkway between Humanities Building and the Student Center.