

Central Student Government Compiled Code



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## Article I General Provisions

### A. Title and Purpose.

This Compiled Code of the Central Student Government, also referred to as the Compiled Code, enacted pursuant to Article II, Section 2, of the Constitution of the University of Michigan Ann Arbor Campus Student Body, contains all regulations, excluding provisions of the Operating Procedures, currently and permanently affecting the central student government.

### B. Definitions.

As used in this Compiled Code, the following terms shall have meaning as defined in this section.

1. "Constitution" shall mean the Constitution of the University of Michigan Ann Arbor Campus Student Body.
2. "Central Student Government" or "CSG" shall mean the central student government of the University of Michigan established by the Constitution.
3. "University" or "Campus" shall mean the University of Michigan Ann Arbor campus.
4. "Student Organization" shall mean a student organization recognized as such by the University's Center of Campus Involvement.
5. "Member" means an individual with parliamentary rights on the Assembly as per the Assembly's Operating Procedures.
6. "Sitting Member" means a Representative or ex-officio Representative of the Assembly.
7. "Assembly" shall mean the Student Assembly defined in Article II, Section 2 of the Constitution.
8. "Central Student Judiciary" or "CSJ" shall mean the student judicial body of the University established by the Constitution.
9. "Compiled Code" or "Code" shall mean this document.
10. "Student" shall mean a person enrolled at the University, or a person enrolled in the University during the previous full term who is eligible to be enrolled in the next subsequent fall term.

### C. Conflict of Law

1. Any ambiguity between the Code and Constitution shall be resolved to give full effect to the Constitution.
2. Any ambiguity between the Code and current or pending CSG legislation shall be resolved to give full effect to the Code.

### D. Student Organization Registration Provisions.

1. Central Student Government is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by University policy for gender-specific organizations.
2. Upon joining the organization, all members agree not to undermine the purpose or mission of Central Student Government.

## Article II Legislative

### A. The Assembly

#### 1. Composition:

- a. **Seat Apportionment.** Describes the method and manner in which seats shall be apportioned among schools and divided between terms.

##### i. Unit Apportionment.

- a. Only "constituent degree-granting units" (i.e. any school, college, or academic division located at the Ann Arbor campus of the University of Michigan that is also authorized to recommend to the board of Regents the granting of degrees as specified in Chapter IX and Chapter XI of the Bylaws of the Board of Regents) shall receive seats on the Assembly. Students in non-granting units shall be represented by the school that authorizes their degree (their constituent degree-granting unit).
- b. Each degree-granting unit shall receive at least one representative on the Assembly. The remainder of the 45 elected voting representatives shall be apportioned using the Huntington-Hill method based on each unit's enrollment.
- c. The most currently available fall and winter term enrollment data will be averaged for determining enrollment. The data comes from the Office of the Registrar's Term Enrollment and Credit Hour Reports; specifically, the "102-Enrollment by Unit, Gender, Class level" report.
- d. The apportionment process shall take place during the winter semester prior to the commencement of March elections.
- e. Seats shall be apportioned according to the total number of students listed in the report for each unit excluding graduate students that receive their degrees from Rackham. Rackham seats shall be apportioned according to the total number of graduate students that receive their degrees from that school.

##### ii. Term Length for Apportioned Seats.

- a. All apportioned seats shall be up for election for a full-term in the March election.
- b. Any seats that are vacant, held by appointment, or held by students who are no longer enrolled in the schools to which the seats are apportioned shall be up for election as half-term seats in the November election.

#### b. Ex-officio Members.

- i. **Ex-officio Representatives.** Per the Constitution, shall be five ex-officio representatives of the Assembly: one first-year undergraduate students, one first-year graduate student, one non-traditional student, one international student, and one transfer student.
- a. **Selection.** The President shall nominate qualified candidates for the ex-officio representatives seats. The Assembly may confirm such candidates with a simple majority vote.
- ii. **Other Ex-officio Members.** The President, Vice-President, Treasurer, and Student General Counsel shall be ex-officio members of the Assembly. The Assembly may grant other executive officials ex-officio status by a simple majority vote.

#### c. Vacant Seats.

- i. **Voting Representatives.** Should an Assembly seat become vacant by resignation or removal, the Chair of the Rules Committee shall inform the student government of the constituency represented of the vacancy. That student government shall appoint a new

representative to fill the seat. The constituency student government shall have one week to respond to the notification and three weeks to fill the seat. If they do not respond, or do not fill the seat, within the allotted time periods, the President shall have the power to nominate a student from that school or college to fill it, with the consent of the Assembly by a simple majority vote. An appointed representative shall serve until the next scheduled election, at which time the voters of that constituency shall fill the seat by election.

- ii. Ex-Officio Representatives.** If an ex-officio seat becomes vacant, the Speaker of the Assembly and President shall begin a new search for a replacement.
- 2. Committees.** To enable effective execution of the CSG's role, the Assembly should establish at minimum the following committees:
    - a. Rules.** If the Assembly establishes a Rules Committee, it may establish procedures by which this Committee suggests minor and insubstantial clerical amendments to the governing documents and to resolutions passed in the ongoing legislative session.
    - b. Finance.** If the Assembly establishes a Finance Committee, it may establish procedures by which this Committee: assists the Treasurer, and acts autonomously, to prepare Budgets of the Central Student Government; makes recommendations for budget amendments; and selects a designated member to serve on SOFC leadership.
    - c. Ethics.** If the Assembly establishes an Ethics Committee, it may establish procedures by which this Committee: investigates delinquency, corruption, or other derelictions, and rules violations implicating any individuals involved in CSG operations; obtains documents related to any program of CSG by an internal subpoena; and recommends to the Assembly such measures as it deems appropriate in response to any investigative findings.
      - i. Investigation Near Expiration of Legislative Session.** The Ethics Committee must attempt to complete any investigation no later than the last Assembly meeting before the start of the CSG election voting period. If ~~the~~ an investigation is not completed by this time, the outgoing Ethics Committee must provide a written report to the newly-elected members of the subsequent Ethics Committee, detailing the methodology, progress, evidence, outstanding tasks, and recommendations up to that point. In the event that an individual under investigation is elected or re-elected to CSG, the outgoing Ethics Committee must also deliver (i) the item approved by the previous Assembly calling for the investigation and (ii) the aforementioned report to the incoming Assembly at their first meeting.
- 3. Meetings.**
  - a. Regular Meetings.** The Assembly shall meet at 7:30 PM every Tuesday during the Fall and Winter semesters and every other Tuesday at 7:30 PM during the Spring/Summer semester. Meetings during the Spring/Summer semester must be conducted virtually. The Assembly shall not meet during exam and vacation periods. If the regular Assembly meeting should fall on the date of a U.S. presidential or Michigan gubernatorial election, the Assembly shall meet at 7:30 PM on the Monday preceding the election.
  - b. Special Meetings.** The President may call special meetings of the Assembly, providing at least 24 hours notice to the Assembly. A special meeting may be called by a petition signed by one-third of the Representatives of the Assembly.
  - c. Quorum.** Pursuant to Article II, Section 4 of the Constitution, a simple majority of Representatives duly elected or appointed to serve in the Assembly shall constitute a quorum to do business
  - d. First Assembly Meetings.** When an Assembly convenes for the first time in a Legislative Session, the Assembly is called to order by the Chief Justice of the Central Student Judiciary.

Upon establishment of a quorum by roll call, the Assembly first resolves any ties in CSG elections and then elects its Speaker.

4. **Legislation.** Pursuant to the Constitution, the Assembly may consider legislation in the form of Amendments to the Constitution; legislation from Initiatives or Referendums; or Resolutions.
  - a. **Constitutional Amendments.** Constitutional Amendments must provide the textual changes that they would make to the Constitution and a brief but comprehensive summary of these changes. Constitutional Amendments must pass by a two-thirds majority vote of the Assembly, and then also by a simple majority vote of Assembly delegations by degree-granting unit. Upon passage of both votes, the Student General Counsel provides the Amendment to the sitting or next-appointed University Elections Commission, who arranges an election of the full student body upon its adoption to be held concurrently with the next Fall or Winter election.
  - b. **Initiatives and Referendums.** The Assembly considers business resulting from valid initiatives or referendums with sufficient signatures, as determined by the Elections Director or Student General Counsel in accordance with Article VI, Section G of this Code. Legislation that is the subject of an initiative or referendum is passed or repealed by a simple majority vote of the Assembly. Any initiative or referendum that is unsuccessful in such a vote of the Assembly proceeds to election by the full student body as per Article VI, Section G.
  - c. **Resolutions.**
    - i. Resolutions are the principal form of Assembly legislative business. Resolutions must provide a rationale for the actions they propose and a concise description of those actions. Resolutions must be introduced by one or more Assembly representatives, or placed before the Assembly by the University Council. Resolutions from the University Council must not be amended by the Assembly.
    - ii. Resolutions must be classified by the Speaker as one or more of the following:
      - a. **Declarative Resolutions** express and/or promote an opinion or stance of the Assembly, which is understood to extend for the duration of the current Legislative Session.
      - b. **Procedural Resolutions** create or modify rules, and may modify either this Compiled Code or the Operating Procedures of the Assembly. Rules that are created separately from these documents have effect only until the end of the current Legislative Session. A Procedural resolution must be read twice on separate days before being voted upon.
      - c. **Appropriations Resolutions** allocate or redistribute money to or from any CSG account(s).
      - d. **Directive Resolutions** authorize and/or obligate a specific action or series of actions by one or more individuals or entities of CSG not falling within the scope of Procedural or Appropriations Resolutions.
    - iii. **Legislative Process.** Unless submitted by the University Council a resolution must first be submitted by the author(s) to the Speaker as a draft and referred by the Speaker to an Assembly committee. Upon referral, the draft becomes a resolution eligible for Assembly consideration. All resolutions require a simple majority vote to pass, and after passage by the Assembly follow the process provided in Article II, Section 5 of the Constitution.
5. **Nominations and Appointments.** The Assembly may establish rules and procedures to determine whether a nomination has been validly submitted; and may provide for temporary appointment of any nominee during its evaluation, which must have a specified duration.

6. **Orientation for Representatives-Elect.** Upon election, all representatives-elect shall be required to attend a representative orientation prior to the seating of the new Assembly. The date of such orientation shall be determined at the beginning of the election period, and candidates shall be notified of the orientation both at the candidates meeting and with the publication of the unofficial results of the election. This orientation shall be held by the outgoing Speaker of the Assembly, and shall be considered a duty of that office. The Assembly shall outline consequences for failure to attend in the Operating Procedures of the Assembly.

#### **B. Transparency in Government Provision.**

1. The Speaker shall ensure the Assembly Minutes, as defined by the Operating Procedures of the Assembly, shall be made available to the public on the CSG website in a timely manner. Likewise, the Vice-President shall ensure the minutes from University Council meeting are made available to the public in a timely manner.
2. The Vice Speaker of the Assembly shall ensure that the contact information (full name, e-mail, and school) for each Assembly Representative are posted on the CSG website within two weeks from the date that the Vice Speaker assumes office. The Vice President shall similarly be responsible for members of the University Council.

#### **C. University Council**

##### **1. Composition.**

- a. **Council Members.** The Council shall consist of one counselor for each school/college student government and the Resident's Hall Association and the Vice President. The counselors shall be the leader of the student government/association or a person designated by the leader. The Vice-President shall serve as the Chair of the Council and may only vote to break a tie.
- b. **Ex-officio Members.** The Council shall create guidelines by which student organizations can obtain an ex-officio seat on the Council.
- c. **Vacant Seats.** Should a Council seat become vacant by resignation or removal, the Vice-President shall inform the proper school/university student government.

##### **2. Meetings.**

- a. **Regular Meetings.** The Council shall regularly meeting once every two weeks during the school year
- b. **Special Meetings.** The Vice President may call meetings of the University Council upon providing at least 48 hours to the Council.

#### **D. Legislative Sessions**

1. **Numbering Convention.** The Assembly and University Council shall organize themselves in to Legislative Sessions that shall begin with the sine die adjournment of an Assembly and the certification of representative elections. Each legislative session shall be numbered sequentially, with the First Legislative Session beginning April 4, 2011. Each session shall expire at the swearing in of the next President or with its sine die adjournment.
2. **Representative Terms.** The term of an elected representative of the Assembly shall follow Legislative Sessions. Appointed representatives shall serve until the next regular election.

#### **E. Training Requirements.**

1. **Identity-based training.** The Speaker of the Assembly organizes an identity-based training to be attended by all Sitting Members in the months of February, April, September, and December, and once during the Spring/Summer semester, subject to the availability of facilitators. These trainings must focus on, or include components of, anti-racism at least once in each of the Fall and Winter



semesters, and must last at least 1 hour each. They should be scheduled according to the greatest availability of the Sitting Members.

2. **Bystander Intervention Training.** Each Sitting Member must attend a SOFC Bystander Intervention Training by the end of the 6th regular Assembly meeting of the Winter semester.
3. **Failure to Attend.** Failure by a Sitting Member to attend one of these trainings in the prescribed manner counts as one absence per missed training. The Speaker may excuse absences in the same manner as they are excused for regular Assembly meetings.

## Article III Executive

### A. The Executive Officials

#### 1. The President

- a. **Executive Power Vested in the President.** The President shall oversee and coordinate all CSG activities and be the chief spokesperson for CSG unless otherwise specified in the Code or Constitution.
- b. **Executive Commissions.** The President may appoint Executive Commissions to study issues on campus, publish reports concerning issues under purview, recommend to the Executive Committee such measures as they deem appropriate, and work on campaigns, initiatives, and projects within the vision of the CSG Executive.
- c. **Appointment powers.** As per Article III of the Constitution, the President may appoint students to serve in the roles listed in this subsection, as well as Commission chairs and on University-wide committees. These appointments are made with the advice and consent of the Assembly, by a simple majority vote. The President may recall appointees to University-wide committees, with removal by a two-thirds majority vote of the Assembly. The President may remove Commission chairs with the written permission of three other Executive officials.
- d. **Convening the Legislature.** The President may call into session the Assembly or the University Council at their own discretion, providing at least a 24 hours notice to the body being called.
- e. **Non-voting Member of the Assembly.** The President shall serve as a non-voting ex-officio member of the Assembly.
- f. **Recommend Measures to the Assembly.** The President may, jointly or severally with the Vice President, recommend to the Assembly for its consideration such measures as they shall deem appropriate.
- g. **Reports.**
  - i. **State of the Students.** Within the first month of the fall and winter semesters, the President shall submit to the Assembly and to the students at large a report of the state of the CSG and of the student body.
  - ii. **Transition.** Before the end of their term, the outgoing President shall prepare a report for their successor to facilitate the transition between administrations.
  - iii. **Regents.** The President shall make any reports to the University of Michigan Board of Regents available to the Assembly and the students at large on the CSG website before their presentation to the Regents.

**iv. Demographics.** Each Legislative Session, the President or their designee, with the support of the Speaker of the Assembly or their designee, produces a CSG Demographics Report on the demographic makeup of the CSG Officers (as defined by Constitution Article 1 Section 5), including Sitting Members of the Assembly, the Executive Officials, and Justices of the Central Student Judiciary. This report must, at minimum, summarize the age, academic level, sex, gender, sexual orientation, race, national origin, religious preference, transfer status, residency status, first generation college status, employment status, financial aid status, and socioeconomic status of members of that group. This report must be submitted to the Assembly and published on the CSG website by the end of the Legislative Session.

**2. Vice President**

- a. Chairs the University Council.** The Vice President shall serve as the Chair of the University Council, but shall have no vote, unless the Council shall be equally divided.
- b. Non-voting Member of the Assembly.** The Vice President shall serve as a non-voting ex-officio member of the Assembly and of any Assembly committee they shall elect.
- c. Recommend Measures to the Assembly.** The Vice President may jointly or severally with the President, recommend to the Assembly such measures as they shall deem appropriate.

**3. Treasurer.** The Treasurer shall be the chief financial officer of CSG. The Treasurer shall be an authorized signer on all CSG account and therefore must be bonded. The Treasurer shall disburse funds appropriated by the Assembly as provided for in the Constitution and in the Compiled Code, and shall create, publish, and maintain a manual to guide student organizations in pursuing budget allocations. The Treasurer prepares Financial Status Reports pursuant to Article V Section E of the Compiled Code. The Treasurer shall also assist the legislature in drafting a proposed annual budget for the Central Student Government and present it to the Assembly for a vote. The Treasurer shall serve as a non-voting ex-officio member of the Assembly.

**4. Student General Counsel.** The Student General Counsel shall be the chief representative of the Central Student Government in matters before student judiciaries. For the purpose of upholding the Constitution and the Compiled Code, the Student General Counsel shall have standing for all cases submitted the Central Student Judiciary. The Student General Counsel shall advise the Executive and the Legislature on the interpretation of the Constitution and the Compiled Code and may serve as a non-voting ex-officio member of the Assembly. The Student General Counsel shall be charged with determining apportionment each winter and shall oversee the University Elections Commission, Special Prosecutor, and the Elections Director as specified in Article VI Section B of the Compiled Code.

**5. Other Executive Officials:** The President may appoint other Executive Officials, including but not limited to the positions listed below in this section, for the purposes of fulfilling the needs of the Executive Branch. Executive Officials are defined as any individuals in the Executive Branch that might, in the course of fulfilling their duties, act as representatives of the President, Vice President, Executive Branch, or CSG. Any nomination for such a position is confirmed with the advice and consent of the Assembly, by a simple majority vote. The Assembly may confer ex officio membership to any Executive Official and/or may also approve any Executive Official as an authorized signer, each by a simple majority vote.

- a. Chief of Staff.** The Chief of Staff shall oversee attendance and procedural policies at meetings of the Executive Committee and executive commission meetings. The Chief of Staff shall solicit and receive reports of the various organs of government, maintain and publish executive records, and ensure collaboration among the various executive commissions
- b. Chief Programming Officer.** The Chief Programming Officer shall serve as principal advisor to the President on matters of student programing, assist executive commissions in

the long-range planning and execution of their mandate, and supervise the communications of the Central Student Government.

- c. Communications Director.** The Communications Director shall serve as the principal executive official charged with facilitating communication between CSG and the student body. The director shall publicize CSG actions and activities and advertise CSG services to students.
- d. Executive Diversity Officer.** The EDO serves as the principal executive official charged with coordinating with organizations on campus with missions to support and serve students of color and of other under-represented minorities. The EDO assists the President in producing the Demographics Report and finding individuals for appointment to the Assembly *ex officio* representative positions. If there is no individual serving as EDO, the President must designate another Executive Official to discharge the responsibilities of this office, notifying the Assembly of this designation in a report.

#### **B. The Executive Committee.**

1. The Executive Committee shall be comprised of the President, Vice President, Treasurer, Student General Counsel, the Speaker of the Assembly, and any other executive official the president may designate.
2. The Executive Committee shall serve as the chief advisory committee for the President and Vice-President.
3. The President may call the Executive Committee into session at any time, and shall serve as its chair in session.

#### **C. Executive Commissions.**

- 1. Formation and length of term.**

  - a.** The President may appoint executive commissions. The creation of a Commission and its purpose, scope, and functions must be stated in a written report to the Assembly. The Vice President shall ensure such information is posted on the CSG website within two weeks of the creation of the commission.
  - b.** A Commission shall serve concurrently with the appointing president's term at the President's discretion.
- 2. Powers and Functions.** Executive Commissions are appointed to study issues on campus, publish reports concerning issues under such purview, and recommend to the Executive Branch such measures as they shall deem appropriate. Commissions shall have the power to assist in or lead the implementation of such measures as prescribed by the Executive Branch.
- 3. Composition.** Unless otherwise specified in the creation of the commission, any student, faculty member, or staff member of the University may serve on any CSG commission.
- 4. Leadership**

  - a. Commission Chairs.** The President shall, with the consent of a simple majority vote of the Assembly, appoint Commission Chairs, who shall be considered Central Student Government officials. The President may remove a Commission chair with the written concurrence of three other executive officers.
  - b. Other Commission Officers.** Members of the Commission may elect from among their number any other officers they deem expedient.
- 5. Reports.** The chair of each executive Commission or their designee must submit a written report to the Assembly, enumerating their Commission's actions since the previous report, each month the Assembly is in session. Such reports may be delivered verbally to the Assembly in a single

report by the President or their designee at the Assembly meeting immediately following submission. Each Commission Chair is responsible for ensuring their reports are posted on the CSG website.

6. **Permanent Commissions.** The following Commissions are permanent commissions of the CSG Executive Branch and exist each year without recurring authorization by executive order. Conflicts between definitions and provisions herein and any other section of this Code are resolved in favor of these definitions and provisions.

- a. **Sexual Misconduct Prevention and Survivor Empowerment Commission.** This Commission addresses sexual misconduct on campus and organizes activities and events which empower survivors of such misconduct. This Commission is responsible for updating and approving the SOFC Bystander Intervention Training, with input for Wolverine Wellness and SAPAC. If in a semester the Chair of this Commission feels there is no suitable Bystander Intervention Training available for CSG's needs, they may, through notice to the President and Speaker, nullify all requirements and provisions reliant upon the training for that semester. The Assembly may end this nullification during that semester by authorizing a Bystander Intervention Training for that semester, by a two-thirds vote. This Commission must be provided a budget of between \$6,000 and \$8,000 each semester. Expenditures of this Commission's funds must be approved by a simple majority of a steering group consisting of the President, the Vice President, the Treasurer, and between three and five Sitting Members of the Assembly elected to the steering group by the Assembly.

#### D. The Cabinet.

The Cabinet shall be comprised of the Executive Committee, the Commission Chairs, and the Chair of the Student Organization Funding Commission (SOFC). The President may call the Cabinet into session at any time, and shall serve as its chair in session.

#### E. Transparency in Government Provision.

The Vice President shall ensure that the contact information (full name, e-mail address, and school) for each Executive Officials is posted on the CSG website within two weeks from the date that each assumes office.

## Article IV Judiciary

### A. Central Student Judiciary

1. **Supremacy Clause.** This section is superseded by the Constitution, but supersedes all other sections of the Compiled Code and all other CSG legislation with respect to judiciaries and judicial proceedings.
2. **Central Student Judiciary.** CSJ has primary responsibility for enforcing the Constitution and for adjudicating disputes arising out of the Constitution, Compiled Code, and other legislation enacted pursuant to the Constitution.
3. **Jurisdiction.** CSJ may hear appeals from inferior courts, challenges under this Constitution and the Compiled Code, Central Student Government elections, and any other case they deem appropriate.
4. **CSJ Structure and Membership.** See also Article IV of the Constitution.

- a. **Officers.** The officers of CSJ shall be elected from among the justices of CSJ following appointment of new members each term, including at minimum a Chief Justice, Associate Chief Justice, and Administrative Justice. The Associate Chief Justice shall serve as Acting Chief Justice if the Chief Justice is unable to perform a duty required of the office. If both the Chief Justice and the Associate Chief Justice are unable to perform the duties required of the Chief Justice, CSJ shall elect an Acting Chief Justice from the other justices to serve until either the Chief Justice or Associate Chief Justice is able to serve or until the next election of officers.
  - b. **Overlapping Membership Permitted.** Except where specifically provided for elsewhere in this section, courts of CSJ may have partially or completely overlapping memberships.
  - c. **Conflicts of Interest.** If an action raises a conflict of interest for a justice of CSJ, they may not hear the action, either in CSJ's original jurisdiction or appeal. No justice of CSJ, including the Chief Justice, who heard an action at trial, may hear an appeal on the action.
  - d. **Vacancies.** The Chief Justice may fill any vacancies in any CSJ court from the membership of CSJ as necessary.
- 5. **CSJ Procedures.** This section, along with the CSJ Manual of Procedure, will form the Manual of Procedure mandated by the Constitution. The CSJ Manual of Procedure shall govern all judicial proceedings before any court of CSJ.
- 6. **CSJ Courts.**
  - a. **General Hearing Courts.** General Hearing Courts have original jurisdiction in each action within the jurisdiction of CSJ. A new General Hearing Court is created each time a case arises and serves until the case is disposed. The General Hearing Court consists of three CSJ justices, one of whom will be the Presiding Justice of the court. The Chief Justice of CSJ appoints justices of the General Hearing Court and designates the Presiding Justice. The Chief Justice may serve on the court and may designate them Presiding Justice.
  - b. **Appellate Courts.** Appellate Courts have appellate jurisdiction in each action within the jurisdiction of CSJ. A new Appellate Court is appointed by the Chief Justice of CSJ each time a case arises, and serves until disposition of the case. The Appellate Court consists of all justices of CSJ who are not disqualified or unable to serve for other reasons and in no case less than three justices. One of the justices shall be designated as the Presiding Justice on the court. If the Chief Justice of CSJ serves on the court, they can serve as the Presiding Justice.
- 7. **Transparency in Government Provision.**
  - a. Within forty-eight hours of the issuance by the Central Student Judiciary of any final opinion, order, petition, motion, amendment, or other such documents or decision, the Administrative Justice shall ensure all documents are published on the CSG website.
  - b. The Associate Chief Justice shall ensure that the contact information (full name, e-mail address, and school) and official roles for each Justice are posted on the CSG website within two weeks from the date that each assumes their roles.

## **B. Courts of Original Jurisdiction**

- 1. **Election Court.** The Election Court is a panel of CSJ with original jurisdiction for all cases arising from alleged violations of rules in Article VI.
  - a. **Composition.** The Election Court comprises at least three and at most half of the active membership of CSJ, including the Chief Justice when applicable. Justices of CSJ are assigned to serve on the Election Court by the CSJ Chief Justice.
    - i. **Chair.** The Chief Justice designates an individual from among the other justices of the Election Court to chair the hearings of the Election Court. The chair may participate in

hearings, but must not vote or participate in the deliberation or writing of decisions. They must vote in order to break a tie on a decision and may participate in the writing of such a decision.

- ii. Secretary.** The Election Court must elect, by a simple majority vote of its members, a Secretary from amongst its members.
    - a.** All public Election Court proceedings are recorded in full in audio format by the Secretary, who must maintain them and provide them upon request until the conclusion of all election-related litigation.
    - b.** The Secretary ensures that all Election Court opinions are made publicly available on the CSG website.
  - b. Term Length.** Election Court members serve until the conclusion of all litigation arising from the first election after their appointment. CSJ justices must not serve on more than two consecutive Election Courts.
  - c. Quorum.** A simple majority of Election Court members constitutes a quorum to conduct official business.
  - d. Attendance and Participation.** Only Election Court members present for the hearing of a case are permitted to participate in the deliberation, voting, and writing of decisions on that case. Members of the Election Court must not participate in cases in the CSJ arising from cases heard before the Election Court.
  - e. Advisory Opinions.** The Election Court may, of their own accord or in response to queries, issue advisory opinions interpreting Article VI. These opinions are persuasive until the conclusion of the following election.
  - f. Election Complaints**
    - i. Requirements of a Complaint**
      - a. Standing.** Any University student, faculty member, staff member, or alumnus, with the exception of the Elections Director, Deputy Elections Director, and members of the Election Court and the CSJ, may file a complaint with the Election Court alleging a violation of the Elections Code.
      - b. Timing.** Complaints pertaining to an election may only be filed before the close of voting in that election except by the Special Prosecutor, who may file such complaints until it is certified.
      - c. Respondent(s).** Complaints must identify the Respondent(s) alleged to have violated the Elections Code.
      - d. Violation.** Complaints must identify the rule(s) which the Respondent(s) are alleged to have violated.
    - ii. Procedures of a Complaint**
      - a. Identification of the Petitioner.** The individual filing the complaint becomes its Petitioner.
      - b. Receipt.** Upon receipt of a complaint, the Chair of the Election Court delivers copies of it to each Respondent and to the other members of the Election Court.
      - c. Withdrawal.** The Petitioner may withdraw a complaint from consideration by the Election Court at any time. Upon withdrawal, the complaint is canceled, and further action must not be taken on it. A complaint that has been withdrawn should not be considered in substantially similar form from the same complainant.

- d. **Burden of Proof.** In evaluating a complaint, the Election Court and the CSJ must assume that the allegations set forth in the complaint are not true. The Petitioner must demonstrate them to be true with clear and convincing evidence. If an Election Court decision is appealed to the CSJ, findings of fact are reviewed using a clearly erroneous standard and other findings are reviewed de novo.
- e. **Appeals.** The Respondent and/or Petitioner may appeal a decision or non-decision of the Election Court to the CSJ within 24 hours of its delivery.

### iii. Hearing Procedures

- a. **Pre-Trial Judgment.** Within 48 hours of receipt of a complaint, the Election Court must deliver a Pre-Trial Judgment, deciding whether, in the light most favorable to the Petitioner, the Petitioner's provided evidence would be sufficient for the Election Court to issue demerits.
  - i. If the unanimous decision is that it would, or if the Election Court is divided at the deadline, or if the Respondent indicates at any time that they do not wish to receive a Pre-Trial Judgment, the Hearing process commences.
  - ii. If the unanimous decision is that it would not, the Election Court should dismiss the case sua sponte. This dismissal is appealable to the CSJ.
- b. **Hearing Process.** When the Hearing Process begins, the Chair of the Election Court must inform the Petitioner(s) and Respondent(s). Each Respondent may file a written Respondent's Brief to the Election Court within 24 hours of notification that a complaint will proceed to the Hearing Process. Upon receipt of this Respondent's Brief or at the expiration of 24 hours after notifying Petitioner(s) and Respondent(s), the Election Court must schedule a hearing to be held within 24 hours.
  - i. **Timing.** The Petitioner and Respondent must each be allowed thirty minutes to speak during the hearing, divided at their discretion between an opening statement, presentation of their case, and a closing argument. Opening statements are limited to at most five minutes, and closing statements to at most 10 minutes. Petitioner must take all three argument portions before Respondent. The total time allotted is extendable by a majority vote of the Election Court, but all time extensions must apply equally to both Petitioner and Respondent.
- c. **Election Court Decision.** After the hearing on a case or upon a sua sponte dismissal decision, The Election Court will convene in closed session to decide the case and prepare the decision. The decision of the Election Court must be written and must be delivered to the Petitioner and the Respondent within 24 hours of the hearing or dismissal.
  - i. **No Decision.** Failure of the Election Court to reach a decision, or to deliver a written opinion, within 24 hours of the hearing is considered to be a finding of no violation, and the complaint must not be further pursued by the Election Court.

## Article V Finance

### A. Definitions. For the purposes of this Article:

1. **“Revenue”** refers to each term’s student fees, remaining account balances immediately prior to reallocation, and interest income from the University investment pool.

### B. General Provisions

#### 1. Authorized Signers

- a. The President, Vice-President, Treasurer, and Speaker of the Assembly are authorized signers on all accounts unless specifically noted otherwise in this Code. The Program Manager has access to all CSG Accounts.
- b. The Assembly may approve other executive officials as authorized signers, if remaining authorized signer slots are available, by a simple majority vote.

2. **Disbursements to External Organizations.** Any organization using CSG funds to pay for projects, events, or activities must acknowledge CSG as a source of funding.

3. **Cancelled Funds.** Any allocation of money is considered cancelled if that allocation is not processed by the approval of a subsequent Budget.

4. **Nonnegative Balances.** An authorized signer must not process any transaction that would lead to an account holding a negative balance.

5. **Compliance.** Funds must not be allocated to initiatives prohibited by University policy, the Compiled Code, or the Constitution.

### C. Budgets

1. **Preparing the Budget.** The Treasurer must prepare a Budget for (1) the Fall term, (2) the Winter term, and (3) the Spring/Summer term, listing the amounts to be allocated to the other accounts. The Budgets must be proposed in writing no later than the second Assembly meeting of the Fall term, the second Assembly meeting of the Winter term, and the second-to-last Assembly meeting of the Winter term, respectively. The Assembly may propose and enact a Budget independent of the Treasurer upon a written proposal by the Finance Committee. A Budget must be approved by a simple majority vote of the serving Assembly before money can be allocated.

2. **Amendments to the Budget.** The Budget may be amended by the Assembly by a two-thirds majority vote.

### D. Accounts. Authorized signers and CSG staff must only process expenditures that comply with the budgetary allocations and purposes of the accounts as listed herein.

1. **General Account.** The General Account is the primary holding account for the Central Student Government in which all CSG revenue must be placed and held until allocated by the enactment of a Budget. Money must not be budgeted to this account nor directly spent from this account.

2. **General Reserve.** The General Reserve Account holds funds not used in the normal course of CSG operations. The amount budgeted to this account must be 5% of revenue. Money must only be allocated or spent from the General Reserve by a two-thirds majority vote of the Assembly.

3. **Operations.** The Operations Account is used to supply the CSG offices and fund operational expenses of CSG. Disbursements from this account are approved by either the Program Manager, or the Treasurer and Speaker of the Assembly jointly, who may authorize and execute any expenditure within the account’s scope.

- a. **Official Travel by Representatives.** Any expenditures for official travel related to the duties of a Representative are, unless authorized by a resolution, approved using these procedures



for processing from the Operations Account by the Treasurer or Program Manager. All travel expenses are governed by the applicable University policy or policies, including but not limited to SPG 507.10-1.

- i. Travelers.** Travelers must be approved prior to travel.
    - a. Regular travelers.** Regular travelers have a specific role that requires regular and/or frequent travel. Regular travelers are approved by the Assembly by a simple majority vote, and may be removed by a simple majority vote.
    - b. Special travelers.** Special travelers are approved for the duration of a specific trip by the Speaker of the Assembly.
  - ii. Payment of travel expenses.** A traveler may be paid in advance of their trip if an appropriate mechanism is available for processing such payments. Otherwise, payment is by reimbursement. Payment must be approved by the Speaker of the Assembly, who ensures the expense is in compliance with signed legislation and CSG's governing documents; and the Program Manager, who ensures compliance with University policy.
- 4. Payroll.** The Payroll Account is used to pay CSG staff.
- 5. Executive Discretionary.** The Executive Discretionary Account is used for making disbursements by the Executive Team and funding the CSG Commissions. Funds must not be allocated from this account without the express approval of the President.
  - a. Commission Budget.** A Budget must list how much of the Executive Discretionary account apportionment will be further distributed to each Executive Commission.
  - b. Executive Commission Disbursements.** Commission expenditures additionally require written approval of its chair. Commissions must only spend money allocated to them in the Budget.
- 6. Legislative Discretionary.** The Legislative Discretionary Account is used by the Assembly for expenditures on projects, events, or activities with CSG involvement. Expenditures from this account require Assembly approval through a simple majority vote. Resolutions requesting an allocation from this account must be sponsored or authored by a Representative.
- 7. Central Student Judiciary.** The Central Student Judiciary Account is used for the operations of the Central Student Judiciary. The amount budgeted to this account must be \$250.
- 8. Project Funds.** The Project Funds Account contains all funds in active Project Accounts, whose respective balances are monitored by the Treasurer. Project Accounts are used to hold funds for events, activities, or projects with predetermined or recurring budgets. A Project Account must only be created for an activity, event, or project that involves the cooperation of both the Executive and Legislative Branches. Project Accounts may be created at any time, but all Project Accounts must go through reauthorization in each Budget.
  - a. Creation.** A resolution establishing a Project Account must detail the total or expected recurring cost of the Project.
  - b. Reauthorization.** A reauthorization of a Project Account must include a revenue/expense report detailing operations since previous authorization as an addendum to the Budget.
- 9. Student Organization Committee.** The Student Organization Committee Account holds all funds for allocation to Registered Student Organizations at the University by the Student Organization Committee. The account is further subdivided into SOFC and WCG as described below, and the amounts allocated to each must be enumerated in the budget.
  - a. Student Organization Funding Committee.** SOFC distributes funds to student organizations upon receipt of receipts.

- b. **Wolverine Consulting Group.** WCG allocates funds directly to organizations on a non-reimbursement basis, as start-up costs.

**10. Need-Based Compensation.** This account contains funds to compensate eligible students for the time they put into CSG during the Winter, Spring/Summer, and Fall terms for which they are not otherwise compensated by CSG. The amount budgeted to this account in the Semester Budget is calculated after the deadline set for eligibility verification by the Program Manager, and is based on the number of eligible students, the maximum number of hours for which they can receive compensation under this fund in that term, and the compensation amount of \$15/hour. However, the amount budgeted to this account must not exceed 47% of revenue less \$250.

- a. **Eligibility.** To be approved for compensation in a given term, a member must send verification of their Pell Grant eligibility according to their FAFSA SAR to the Program Manager before that term's compensation application deadline.
  - i. **Notification.** The Program Manager must notify all eligible members of CSG of the existence of this program and its requirements no later than 2 weeks after the certification of a CSG election result.
    - a. **Elections.** This program must be mentioned in the advertisement of candidacy sent out to the student body.
- b. **Budgeting Process.** Upon final determination of the number and roles of students eligible for this fund, the Program Manager must make this information available to the Treasurer.
- c. **Classes of Individuals.** Members belonging to one or more of the following classes of individuals may request compensation for any verifiable work. The hourly limits listed here provide the suggested weekly request amount; however, work completed in one week may be applied to a future week within the same semester, and any students may request pay for more hours than this amount, up to the number of weeks in the semester times the weekly values below. These requests will be compensated at the end of the term on a first come, first serve basis. Individuals serving in multiple roles are eligible for the total number of hours for each.
  - i. **Executive Branch.**
    - a. **President and Vice-President.** 20 hours
    - b. **Chief of Staff.** 15 hours
    - c. **Chairs of Commissions and Task Forces.** 5 hours
      - i. **Other Executive Officials.** 8 hours
  - ii. **Assembly.**
    - a. **Speaker and Vice-Speaker.** 20 hours
    - b. **Committee Leadership.** 12 hours
    - c. **Other Sitting Members.** 8 hours
      - i. **Other Sitting Members serving on Executive Nominations or Ethics Committees.** 2 additional hours
  - iii. **CSJ.** 1 hour
  - iv. **SOC.**
    - a. **Director.** 15 hours
    - b. **Assistant Directors.** 5 hours
    - c. **SOFC and WCG.**



5. **Other Accounts.** All other Accounts must be listed on the Portal within 7 days of Presidential signature of a Budget with their budgetary allocations and brief descriptions of their purposes and functions.
6. **Running Totals.** Running totals of Legislative Discretionary, Executive Discretionary, and Project Account funds must be prominently displayed on the Portal and updated to reflect changes made to allocations.

## Article VI Elections Code

### A. Definitions.

The following definitions apply to uses in this Article:

1. **“Elections Code”** means this Article of the Compiled Code.
2. **“Election”** means a vote administered by CSG to select among candidates for a position, or to conduct a ballot question.
3. **“Candidate”** means an individual seeking office in an election administered by CSG or two individuals seeking the offices of President and Vice President jointly as an “executive ticket”; or any ~~such~~ individual having taken public action indicating or implying their intent to do so.
4. **“Campaign” or “Campaigning”** means activity by a candidate or member of their Campaign Team consisting of:
  - a. Informing potential voters outside their Campaign Team about the presence of some but not all candidates in an election, and/or
  - b. Advocating for the election or defeat of a candidate to potential voters outside their Campaign Team.
5. **“Campaign Material”** refers to any use of a communication medium for the purpose of campaigning.
6. **“Campaign Team”** means any group of two or more individuals coordinating for the purposes of campaigning.
7. **“Endorsement” or “Endorse”** means an expression or claim of association of a candidate with a person or entity which suggests the person's or entity's support for the candidate.

### B. Elections Officials.

CSG officials or individuals who have held such positions other than as Elections Officials in the previous three months, non-students, and any candidate in a current election must not serve in any of the positions specified herein.

1. **Elections Director.** The Elections Director serves as the elections administrator and University Elections Commission provided for in Article I Section 4 of the Constitution.
  - a. **Appointment.** The Student General Counsel appoints an Elections Director with the advice and consent of the Assembly, by a simple majority vote. The Student General Counsel may remove the Elections Director with a two-thirds majority vote of the Assembly.
  - b. **Length of Term.** The Elections Director serves until the submission of their written final report to the Assembly.
  - c. **Duties**
    - i. **Reporting.** The Elections Director makes weekly verbal reports to the Assembly at each of its regular meetings until the conclusion of the March or November election after their confirmation.
    - ii. **Verification of Eligibility.** The Elections Director must verify the eligibility of all candidates for service in their intended positions, and of signatories to petitions.
    - iii. **Availability for Inquiries.** The Elections Director must be available by email throughout the election period and respond to any questions received from candidates within 24 hours of their receipt, or a similarly reasonable span of time.

2. **Deputy Elections Director.** The Deputy Elections Director assists the Elections Director in discharging their duties.
  - a. **Appointment.** The Student General Counsel appoints the Deputy Elections Director with the advice and consent of the Assembly, by a simple majority vote. The Student General Counsel may remove the Deputy Elections Director with a two-thirds majority vote of the Assembly.
  - b. **Length of Term.** The Deputy Elections Director serves until the submission of the Election Director's final report to the Assembly.
  - c. **Acting Elections Director.** The Deputy Elections Director serves temporarily as the Elections Director when necessitated by incapacitation or vacancy.
3. **Independent Special Prosecutor (“ISP”).**
  - a. **Appointment.** The Student General Counsel appoints an ISP with the advice and consent of the Assembly, by a simple majority vote.
  - b. **Length of Term.** The ISP serves until the certification of results of the subsequent Election.
  - c. **Prosecutorial Duties.** If the ISP becomes aware of activity that they believe violates the Elections Code and for which a complaint has not been filed with the Election Court, they must prepare and file such a complaint, serving as its Petitioner. When serving as Petitioner, the ISP pursues justice in response to the alleged violations with all the tools available to any other petitioner, including where necessary gathering additional evidence, presenting the case in court, and appealing the case. The ISP may only withdraw a case if another case comprehensively addressing the same evidence has been filed in the Election Court or CSJ.

### C. Elections Administration

1. **Publicity**
  - a. **Election Announcement.** The Elections Director must send a campus-wide email at least 30 days before the start of voting notifying all students of the Election and their eligibility to run, including at minimum the dates and hours of the election and the address of the candidate information webpage. This email must also notify students of the obligations of the positions up for election. The Elections Director must send equivalent emails no more than 7 days after the first to each constituency represented in the Assembly with the same information; each such email must be addressed to the students of that constituency directly.
    - i. **Need Based Compensation Fund Publicity.** The first email must contain information about the Need-Based Compensation Fund and its availability to students who would need it to work for CSG.
  - b. **Voting Announcements.** The Elections Director must send one campus-wide email a week prior to the start of voting and one campus-wide email within 24 hours of the start of voting informing students of their eligibility to vote and including at minimum the dates and hours of the election and the address of the voting website.
2. **Websites.** The Elections Director is responsible for ensuring the correct operation of the candidate information webpage and voting website.
  - a. **Information for Candidates.** The Elections Director must ensure that up-to-date candidate information is publicly available on the CSG website, including at minimum the contents of this Elections Code.
  - b. **Voting.** Voting takes place through a voting website accessible through the CSG website.
    - i. **Site.** The voting website is hosted at [vote.umich.edu](http://vote.umich.edu).
    - ii. **Ballot Order.** Candidate names appear on each ballot in a random order.

- iii. **Platforms.** The voting website allows each candidate to upload a platform, as a text statement, that will appear on the ballot.
- iv. **Ballot Listing.** Each candidate is listed with their approved name(s) and, if applicable, their platform.
- v. **Write-in Voting.** The ballot will permit voters to make write-in selections for any or all of their votes in each election.

### 3. Elections Results

- a. **Access to Real-Time Election Results.** Only the Elections Director and the CSG Program Manager may access real-time election results, and must not share them with any other individual unless obligated by rule.
- b. **Tabulation of Write-In Votes.** Immediately after the close of voting, the Elections Director must review the results and combine all write-in votes for each individual under their name.
- c. **Disqualified and Ineligible Candidates.** After tabulation of write-in responses, the Elections Director must remove any disqualified or otherwise ineligible individuals, adjusting the final positions of other individuals accordingly.
- d. **Certification.** As the University Elections Commission, the Elections Director certifies the results immediately following their tabulation and the resolution of all pending action upon them in the Election Court or CSJ.
- e. **Requirements of Reporting.** Certified election results must include, for each position, the number of seats available, the name(s) of the candidate(s) who received valid votes and their vote tallies, and the total number of votes cast; and for each ballot question, the numbers of votes for each available option and the total number of votes cast. Disqualified or otherwise ineligible candidates, and their votes, must be indicated.

## D. Schedule

### 1. Dates of Voting

- a. The November election is held on the final non-Thanksgiving Thursday in the month of November and the preceding Wednesday.
- b. The March election is held on the final Wednesday and Thursday completely within the month of March.

### 2. Nominations for Elections Officials.

Nominations for Elections Director, Deputy Elections Director, and Independent Special Prosecutor must be submitted to the Assembly for confirmation no later than 45 days before the start of voting. If an Elections Director is not confirmed by 44 days prior to the start of voting, the previous Elections Director, Deputy Elections Director, or Independent Special Prosecutor, in that order, serves as Elections Director, if available and willing. If there is no Student General Counsel, the President appoints these position, with the advice and consent of the Assembly by a simple majority vote.

### 3. Final Amendments.

Changes to the Elections Code must not take effect within 45 days before the start of voting. Any changes approved during this period take effect upon the certification of election results unless otherwise specified.

### 4. Candidacy Applications.

No later than 30 days before the start of voting, the Elections Director must make candidacy applications available in the CSG Offices and through the CSG website.

- a. **Candidate Oath.** Every prospective candidate must sign a statement attesting that all information provided in their application is truthful to the best of their knowledge, that they have read and agree to abide by the rules in the Elections Code, and that at the time of signing they were eligible to serve in the position sought through the indicated election.





- b. **Official Results.** Upon certifying the Election results, the Elections Director must promptly distribute them to all candidates and make them publicly available through the CSG website.
- c. **Write-In Election.** Once official results have been released, the Elections Director must within 24 hours notify, via email, winning individuals who were written-in of their result, but that written acceptance of their position is required within 3 days to be seated. Each such individual must provide written acceptance of their position within 3 days of notification, or the position will be left vacant.
- d. **Debriefing the Assembly.** The Elections Director must deliver a report of Election results to the Assembly no later than two weeks following their certification, and may include in such a report suggestions on improving future elections.
- e. **Seating of New Members.** Winning candidates will be seated in their positions after their elections as per Article 1, Section 4 of the Constitution, excepting the UMPD Oversight Committee member. The Elections Director must notify the UMPD Oversight Committee of the winner of its position, who will be seated following certification of results according to the procedures of the Committee.
  - i. **Oaths of Office.** The President must, before beginning their term, take the following oath: "I promise to faithfully execute the duties of the office of Central Student Government President." The Vice President must, before beginning their term, take the following oath: "I promise to faithfully execute the duties of the office of Central Student Government Vice President." These oaths are administered by the Chief Justice of the CSJ.

## E. Rules and Regulations for Campaigns

### 1. General Provisions

- a. **Scope and Penalties.** All candidates are subject to the rules and regulations found in this section. Violations may be punishable by the issuance of demerits.
- b. **Mitigating Factors and Warnings.** The Election Court may assess fewer demerits than specified for a found violation, including no demerits, if it finds the presence of sufficient mitigating factors. The Election Court must state its reason(s) for issuing fewer demerits; this finding is separably reviewable de novo by the CSJ. The issuance of zero demerits despite a finding of guilt is called a warning.
- c. **Disqualification.** Any candidate accruing 5 or more total demerits for an election is automatically disqualified from that election.

### 2. Rules for the Campaign

#### a. Use of Email Privileges

- i. **Permitted Student Organization Contact.** Regardless of the other provisions of this subsection limiting the use of email privileges, individuals may send campaign emails to the primary contact person of any active student organization.
- ii. **Individual Email Outreach.** Individuals are prohibited from campaigning to any student by email without that student's advance consent.
- iii. **Email Group Ownership.** Individuals must not campaign by email to an email group unless the group is owned by that individual through mcommunity.umich.edu and was created for campaigning as indicated by the group name.
- iv. **Penalties.** Violations severity is based on the number of ineligible email recipients, resulting in the assessment of the following maximum penalties:
  - a. <40 recipients: 1-2 demerits.

- b. 40-99 recipients: 3-4 demerits.
- c. 100+: 4+ demerits.

**b. Regulation of Campaign Materials**

- i. Identification.** All funded campaign material that does not clearly identify its funding source, must be identified by a statement in the form: "Paid for by <address>", where <address> is a valid email address of the individual. Buttons and clothing are exempt from this rule.
- ii. Posting Areas.** Campaign materials must not be affixed on or in any University building except in designated posting areas.
- iii. Implying Elected Incumbency.** Campaign material must not falsely state or imply incumbency in any CSG position. Individuals must not use the word "reelect" in campaign material unless previously elected to the position for which they are running.
- iv. Destruction of Campaign Material.** Individuals must not move, obscure, damage, destroy, deface, remove, or alter campaign material unless it was created by them or a member of a Campaign Team to which they belong, unless doing so as the property owner of real or virtual private property on which it is located.
- v. Penalties.** The first violation of the Regulations of Campaign Materials, and each 50 units of a physical material or 250 recipients or views of a digital material, constitutes an infraction. Each infraction results in the following maximum penalties:
  - a. Missing ID: 2 demerits.
  - b. Prohibited areas: 2 demerits.
  - c. Implying incumbency: 2 demerits.
  - d. Destruction of material: 4 demerits.

**c. Endorsements**

- i. Affidavits of Endorsement.** The Elections Director must make blank endorsement affidavit forms available at the Candidates' Meeting and on the candidate information website, and post a listing of validly submitted forms on the candidate information website.
- ii. Endorsement Verification.** Each of the following is an eligible Endorsement Verification:
  - a.** A valid Affidavit of Endorsement. Valid affidavit forms must include:
    - i.** The dated signature of the endorsing person, or of an individual (or two authorized signers, the case of a student organization) qualified to make an endorsement on behalf of the endorsing entity, certifying the willing endorsement of the candidate; and,
    - ii.** The effective date of the endorsement, which must be no earlier than the date of the final signature.
  - b.** A written and identifiable communication from an individual making an endorsement, or from an individual (or two authorized signers, in the case of a student organization) qualified to make an endorsement on behalf of an entity, which clearly expresses that the candidate is being willingly endorsed by the individual or entity; or

- c. Identifiable video footage of the endorsing person, or of an individual (or two authorized signers, in the case of a student organization) qualified to make an endorsement on behalf of the endorsing entity, which clearly depicts:
  - i. The endorsing person or valid individual(s) willingly and knowingly participating in the creation of the video endorsement or verification; and
  - ii. That an endorsement for the candidate has been made.
- d. Proof that the endorsing person is a part of the candidate's Campaign Team.
- iii. Unauthorized Endorsements. The following are unauthorized:
  - a. Endorsements advertised or disseminated without prior submission of Endorsement Verification to the Elections Director.
  - b. Misleading or false endorsements, such as those not actually intended or made by the person or entity to whom/which the endorsement is attributed.
  - c. **CSG Endorsements.** CSG Officials must not, in their official capacity for CSG, endorse any candidate. Such endorsements are unauthorized.
  - iv. **Prohibition.** Individuals must not advertise or disseminate endorsements that are unauthorized or have been withdrawn by the endorser. Individuals should cease advertisement or dissemination as soon as possible and must do so within 12 hours of notice by the endorser of a withdrawal of endorsement.
  - v. **Penalty.** The first prohibited endorsement, and each 50 units of a physical material or 250 recipients or views of a digital material, constitutes an infraction. Each infraction results in a maximum penalty of 2 demerits.

### 3. Rules of Voting

- a. **Bribery.** Individuals must not offer compensation of any substantial form in exchange for a vote for or against any individual or ballot question.
- b. **Influence while voting.** Individuals must not attempt to change the vote or voting choice of a student while that student is in the act of voting. Presence of an individual in the vicinity of a voter does not by itself constitute a violation of this rule.
- c. **Fraud.** An individual must not cast a ballot or access the voting website using an identity or credentials that are not their own or in any other unauthorized manner.
- d. **Unauthorized Access.** An individual must not access physical spaces or electronic systems of other candidates, or of CSG, using an identity, credentials, or other access devices that are not their own, or in any other unauthorized manner.
- e. **Obstruction.** An individual must not interfere with a student's ability to cast a ballot.
- f. **Penalty.** Violations to the Rules of Voting have no maximum penalty.

### 4. Rules of Finance

#### a. Spending Limits

- i. **Individual Candidates.** Each candidate in an individual election may spend at most \$150 on their campaign.
- ii. **Executive Tickets.** Each executive ticket may spend at most \$500 on their campaign.
- iii. **Penalty.** Each violation of the spending limits results in the assessment of at most 4 demerits.

#### b. Donations





1. **Submission.** Petitions must be submitted to the Elections Director or Student General Counsel at least 30 days before the election, who must notify the Election Court and Speaker of the Assembly of the submission.
2. **Form of Petitions.** All petitions must take the form outlined below and possess signatures as specified by Article VII of the Constitution.
  - a. **Title.** The title of the intended ballot question must be stated entirely in uppercase letters at the top of each page of the submission.
  - b. **Text.** The submission must contain the full and exact text of the intended question and the Assembly resolution to be passed or repealed. The question must be worded in a manner that is accurate, fair, concise, and reflective of the content of its action.
  - c. **Signatures.** Below the full text on each page of the submission, the words, "We, the undersigned currently enrolled students, petition for a campus- wide vote on the question above." Each signer must provide their signature, their printed name, and their username.
  - d. **Circulator's Statement.** The statement: "I have circulated this petition and believe all of the signers to be currently enrolled students" must appear at the bottom of each page of the submission. This statement must be signed by the circulator with the date(s) upon which the petition was circulated.
  - e. **Verification of Signatures.** Signer status must be verified by the Elections Director or, if none is appointed, the Student General Counsel by checking the lesser of 20% or 200 of the signatures' usernames online or with the Registrar's Office within 48 hours of the submission of a petition. A signature is valid if it was made within one year of submission of the petition and if the signer is actively enrolled in a University degree-granting program. If no less than 85% of the checked signatures are valid, the petition is considered valid. If less than 85% of the signatures initially checked were valid, the examiner(s) continue to check signatures until either the necessary number of signatures are found, or until too few signatures remain unchecked to reach the total number of signatures needed. After verification, the Elections Director or Student General Counsel must immediately notify the Speaker of the Assembly, Election Court, and petition submitter(s) of the submission status of the petition.
3. **Judicial Review.** The Election Court must examine each valid petition at a hearing no later than 24 days before the start of voting to verify that its question complies with applicable requirements of the Constitution and this Compiled Code. The Election Court must not bar a question for any other reason. Submitter(s) of a petition may appeal a rejection to the CSJ within 24 hours of the decision, and the CSJ must resolve the appeal no later than 21 days before the election. The Election Court or CSJ must notify the Speaker of the Assembly of a finding of compliance.
  - a. **Assembly Action.** Upon receiving notification of a finding of compliance for a valid petition, the Assembly has 14 days to either pass the legislation, if an initiative; to repeal it, if a referendum; or to submit the question to the student body. If the Assembly takes no action or chooses to submit the question, the Speaker must notify the Elections Director, who includes it on the ballot for the next election.

## Article VII Student Organization Committee (SOC)

### A. Student Organization Committee.

The Student Organization Committee (SOC) administers the relationship between CSG and student organizations on campus by providing services and enforcing regulations, and advocates on their behalf to administrators, providing services, as laid out in this Code. Student organizations are recognized by CSG which are active and registered with the University.

1. **Leadership.** SOC is led by a Director, who is appointed by the President with the advice and consent of the Assembly by simple majority vote. The Director appoints the chairs of SOC subcommittees.
  - a. **Selection.** Within the first week of a Legislative Session, the President must send out an application to the student body, and nominate the Director from the applicants.
  - b. **Deputy Director.** The Assembly elects a Deputy Director of SOC from the sitting Representatives, who has access to all SOC documents, and assumes the duties and responsibilities of the Director in the case of their incapacitation, removal, or absence.
  - c. **Assistants.** The Director may appoint Assistant Directors to deal with administrative tasks with the advice and consent of the Assembly, by simple majority vote.
  - d. **Membership of Subcommittees.** Upon appointment and confirmation, the Director distributes an application to the student body for membership in SOC and its subcommittees. The Director sets guidelines and requirements for member attendance and duties.
  - e. **Disclosure.** The Director must produce and prepare a conflicts-of-interest disclosure form which must be submitted by applicants for SOC membership. The disclosure form must ask, at a minimum, full name, unique name, and a list of all student organizations the nominee is actively involved in or has a personal vested interest in. A voting member must not participate in SOC activities in any semester unless their completed disclosure form is approved by SOC leadership. Members of SOC or any SOC subcommittee must inform SOC of conflicts that arise during the funding semester.
  - f. **Policy Enforcement.** The Director of SOC must confirm compliance with the conditions placed on student organizations for access to SOC funds before an organization receives services and/or funds from SOC or its subcommittees.
  - g. **Outreach.** At least once during each Fall and Winter semester, the Director must collect the contact emails of all active student organizations registered with the University, and send an email to them informing them of SOC services, in connection with the relevant aspects of CSG charged with communication to the student body.
  - h. **External Operations.** The Director is CSG's default liaison to the University regarding student organizations, and must therefore attempt to meet at least once per month with the Director of CCI to work with them on CSG's projects, tell them about CSG's projects and other endeavors, and to make recommendations to them on their policy, based on what CSG has approved.
  - i. **Recall.** The Assembly may recall the Director or any other member of SOC or its subcommittees by a simple majority vote. The Assembly may remove a recalled individual from their position by a two-thirds majority vote.
  - j. **Reporting to the Assembly.** The Director delivers official reports to the Assembly at each of its regular meetings on the operations of SOC, including funding allocations made. These reports must be submitted to the Assembly by 25 hours prior to the meeting and made available online by the time of the meeting.





- iii. Schedule.** Funding is conducted on a rolling basis. Each Fall and Winter term will have nine funding waves, with application dates set by SOFC leadership, and nine receipt deadlines. Each Spring and Summer term will together have six funding waves, with application dates set by SOFC leadership, and six receipt deadlines. The number of funding waves and receipt deadlines may be adjusted at the discretion of SOFC leadership based on the semester's academic calendar with the approval of the Assembly by a simple majority vote upon a written statement from a simple majority of SOFC leadership of the intended schedule.
- iv. Review and Appeals.** All applications submitted by a given deadline must be decided upon during that deadline's application review, including those applications in a future wave in the same semester. The committee to which the application was assigned will review the application with all relevant information submitted with the application, and relevant attachments, in its decision. Each student organization has the option to appeal any decision rendered by this initial review. Appeals from each wave are due on the deadline for applications of the following wave and will be reviewed during that wave's review period by a different committee. Members of SOFC must not be in any way involved in the review or appeal of the application of a student organization disclosed on their disclosure form. Review and Appeals must not be conducted until the membership application, funding criteria, and schedule have been approved by the Assembly for that term.
- v. Voting and Record Keeping.** SOFC leadership must maintain records of which committee and members participated in Reviews and Appeals each week. Such records must be made available upon request by a member of the University community within one week of the conclusion of a funding period. Failure to maintain records or provide them upon request results in the automatic recall of SOFC leadership responsible for the funding session or committee in question. Every decision made by SOFC must be approved by a simple majority vote of the participating voting committee members. The SOFC Chair, with the consent of a simple majority of the vice-chairs, may remove or change any funding award if necessitated by budgetary constraints. Such decisions must be included in the records.
- vi. Other Provisions.**

  - a.** Funding applications must be made available to student organizations as soon as possible after the start of each term.
  - b.** Upon the request of an officer of a student organization, the Chair must provide a written justification for that organization's funding decision.
  - c.** Upon the request of any Assembly representative or executive official, the Chair must provide a written justification for the funding decision of any organization.
  - d.** Any award for which a valid reimbursement request is not submitted by the appropriate receipt deadline is considered cancelled and reverts to SOFC.
  - e.** The Chair and Vice Chairs must hold weekly office hours while funding applications are being considered to help advise students and student groups on funding. The Chair must have at least 2 sessions, and the Vice Chairs must have at least one session, per week. Each session must occur on a weekday that is not a school holiday and last for at least one hour. A simple majority vote by SOFC leadership is required to cancel an office hour.

### 3. Funding Criteria.

- a. Funding Considerations.** SOFC funding allocations and WCG grants are based on criteria approved by the Assembly. These criteria must include financial need; quantity of students

affected; degree of effect on students; effects on the Ann Arbor, University of Michigan, and general Michigan communities; effort to obtain funding from other sources; completeness of funding applications; and receipt of services from Wolverine Consulting Group, indicating increased likelihood of success of the event. SOC must determine funding awards on a content and viewpoint neutral basis. SOC must not consider the membership, composition, or political or religious views of any organization in making funding decisions. The Assembly approves or may change the funding criteria by a simple majority vote upon a written statement of the intended criteria.

#### 4. Conditions on Student Organizations and Events.

- a. All student groups applying for funding or services must be recognized by CSG and have a valid SOAS account.
- b. Student organizations must present accurate information to SOFC and WCG through written applications and any oral statements.
- c. **Bystander Intervention Training (BIT).**
  - i. **BIT Requirement.** Organizations wishing to claim more than \$1,000 in total from SOFC and/or WCG in a single Fall or Winter term must fulfill the Bystander Intervention Training requirement. In order to fulfill this requirement, the sole authorized signer or not fewer than two of that organization's authorized signers must participate in a CSG-approved Bystander Intervention Training. Organizations may be exempted from this requirement by the Assembly at the recommendation of the Director, by a simple majority vote.
  - ii. **Duration of Training.** Fulfillment of this requirement by an organization applies to awards for that organization for the remainder of the academic year.
- d. Organizations applying for funding for an on-campus event with food must affirm to the SOC before receipt of their award that all provided disposable plates, cups, and utensils are compostable, that they will contact the University's "Office of Campus Sustainability" (OCS) for guidance on composting at their event at least one week before the event, that the organization will deliver any compost waste created at the event to a compost drop-off location, and that they understand that OPC will confirm the required contact with OCS.
  - i. If the organization is receiving supplies from OCS, the organization must additionally affirm their understanding that SOC will confirm with receipt of materials with OCS.
  - ii. If the organization is not receipting supplies from OCS, the organization must additionally submit photographic proof of use of compostable dining materials at their event.
  - iii. Before initiating reimbursement for an organization's events, SOC must seek to confirm with OCS that any necessary contact and receipt of materials occurred for that event.
- e. Organizations receiving funding must agree to either include the phrase "Funded by SOC and the Central Student Government" or place the CSG logo on a publication that is distributed for the event.
- f. Organizations receiving funding for the purpose of showing films, movies, or video clips must ensure that all of the content is captioned.
- g. **Penalty.**
  - i. An organization which fails to fulfill any of the Conditions on Student Organizations and Events for an awarded event, or whose affirmations are found to be false, is ineligible to receive any SOC funds, including funds already awarded, for that event or, if the award for that event was already processed, for six months following discovery of the failure.

- a. This ineligibility may be removed, with sufficient cause and by a simple majority vote of the Assembly, upon a written request by the organization stating the cause(s) warranting removal and with the recommendation of the Director. Sufficient cause could include inability to obtain funding for compostable materials or inability to access or obtain materials from OCS after committing to seek materials to OCS.

**5. Conditions on Use of Funds.**

- a. SOC may attach any conditions within the scope of this Code and applicable law or University policy to their allocations regarding use of these funds.
  - b. Student Organizations receiving funding must stipulate in a grant agreement that they will adhere to any conditions specified by SOC.
  - c. Failure to adhere to the conditions attached to an allocation results in its cancellation, and all awarded funds revert to SOC.
  - d. SOC must not fund, unless deemed necessary by the Director: funds over \$10,000 to a single student organization in a semester, capital goods, t-shirts, newspaper advertisements, hotel or airfare costs for students traveling from campus, gas, and/or club sports fees assessed by the Athletic Director.
  - e. **Funding Ineligibility.** SOC must not fund any organization within CSG, including Assembly Committees and Executive Commissions. An organization may be deemed ineligible for funding by a two-thirds vote of the Assembly upon a written recommendation by the Director and SOC Committee's leadership.
  - f. **Late Applications.** Late applications are considered only under extenuating circumstances, and must be approved for review by a simple majority vote of the appropriate subcommittee's leadership. Other late applications are considered to be submitted for the following funding deadline.
  - g. **Deadline Extensions.** SOC may offer an extension of the receipt deadline for any wave by a simple majority vote of leadership of the relevant subcommittee.
  - h. **Violations.** Failure to adhere to SOC funding guidelines and policies may result in ineligibility. SOC leadership may determine additional penalties for violations, by a simple majority vote.
- 6. Transparency.** All documents of the SOC must be made available to any member of the Assembly or the Executive Branch upon request.
- a. **Exclusion.** The Director and Deputy Director may, with mutual agreement, exclude information for the following reasons. If excluding an item, they must provide their reasoning for doing so in writing, along with a description of the items withheld, to any member of the Assembly ~~and~~ or the Executive Branch.
    - i. Information of a personal nature if public disclosure of the information would constitute a clearly unwarranted invasion of an individual's privacy.
    - ii. Information that could cause the unauthorized use of funds or accounts, including but not limited to University shortcodes, bank account numbers, and credit card numbers.
    - iii. Account balances or other related information about ~~any individual~~ student's' personal accounts. Amounts on statements submitted for reimbursement are exempt from this exclusion.
  - b. **Appeal.** If a request is denied, the requestor may appeal to the Central Student Judiciary.

## Article VIII CSG's External Commitments

### A. Students of Michigan

1. The Students of Michigan is an external committee that is a joint effort to promote better collaboration and idea exchange between the Student Governments of the three University of Michigan Campuses.
2. Central Student Government has two delegates to Students of Michigan: the Executive delegate and the Legislative delegate.
  - a. The Executive delegate is nominated by the President.
  - b. The Legislative delegate is elected by the Assembly as defined in the Operating Procedures of the Assembly.
  - c. The Legislative delegate is a Regular Traveler under Article V § D(3)(a)
3. Central Student Government's delegates will stay informed of the Student Governments of Flint and Dearborn, attend the meetings of the Committee, attend the other Flint and Dearborn Student Government legislative meetings as able, and inform their respective source of their authority of the progress of the Committee itself.
  - a. Attending the committee meetings, staying informed about the other Student Governments, and informing the President and Assembly of the workings of the Committee are obligations of this role.
  - b. The Assembly may, by a 2/3rds vote, remove either Central Student Government delegate from that position.
    - i. A removed delegate may not be appointed to either position for the remainder of the current legislative session.
4. When Chairship of the Committee falls to Central Student Government, the Assembly selects which delegate shall be Chair, with the other as Vice-Chair.
5. The delegates from Flint and Dearborn's Student Government serve as ex-officio members of the Assembly.
  - a. If a delegate is habitually disruptive of Central Student Government proceedings, a two thirds ( $\frac{2}{3}$ ) vote of the Assembly may remove the delegate's ex-officio status within the Assembly for the remainder of the current legislative session.
    - i. The delegate's ex-officio status may be restored by a two thirds ( $\frac{2}{3}$ ) vote of the Assembly.
    - ii. A replacement delegate resumes ex-officio status.
6. After four years, the effectiveness of Students of Michigan will be evaluated and the Assembly shall determine if they wish to continue their dedication to this committee.
  - a. Every two years, the President shall nominate a third-party to investigate the effectiveness of the committee itself and will give a report to the Assembly of their findings.

## Article IX Code of Conduct and Ethics

### A. Applicability

1. Provisions of this Article apply to Representatives and Members of the Assembly, Executive Officials as defined in Article III § A, Elections Officials as defined in Article VI § B, the SOC Chair and chairs of SOC subcommittees, and the Justices of the Central Student Judiciary. For the purpose of this Article the term “member” refers to an individual belonging to one of these groups.
2. Articles of impeachment filed against a member must cite a violation or violations of this section or the Constitution and present evidence supporting the claim(s). Alleged ethics violations by a member requiring investigation should cite the alleged violation of this section where possible.

### B. Conduct of Members.

Members must conduct themselves in a manner worthy of the responsibility and authority granted to them by the student body. Any violation of the list of conduct requirements in this section is grounds for impeachment if the violation occurs while a member is serving. This section is not an exhaustive list of Conduct violations which the Assembly and CSJ may find to be grounds for impeachment, removal, or other disciplinary action. A member:

1. Must not threaten a member’s physical or mental health through words or actions to the extent that they are unable to execute their duties.
2. Must not defame another member.
3. Must not violate University policy nor any local, state, or federal law.

### C. Ethics of Members.

Members must execute the duties of their offices ethically and faithfully to their purposes and to the greater purposes established in the Preamble to the Constitution. Any violation of the list of ethical requirements in this section is grounds for impeachment regardless of when the violation occurred. This section is not an exhaustive list of ethical violations which the Assembly and CSJ may find to be grounds for impeachment, removal, or other disciplinary action.

#### 1. Financial.

- a. A member has a conflict of interest, if they, or an immediate family member, benefits financially from any entity, or will benefit financially from any entity, as a direct consequence of their membership in CSG. A member:
  - i. Must report potential conflicts of interest prior to participation in debate, deliberation, or action on an item that could result in a conflict of interest to them. If the conflict of interest arises during their membership, the member remains obligated to disclose the conflict.
  - ii. Must recuse themselves, or otherwise abstain, from action on any item with which they have a conflict of interest.
- b. **Misuse of CSG Resources.** Members must not corruptly use CSG money or resources, including but not limited to unauthorized appropriation of funds and embezzlement. A member:
  - i. Must not ask an employee of the CSG to do work that is substantially unrelated to CSG work.
  - ii. Must not use the financial or clerical services of CSG for their personal use or for the use of a student group to which they belong.

**2. Performance.****a. Competence and Honesty.** A member:

- i.** Must complete duties within the scope of their position and assigned to them under proper authority.
- ii.** Must not deliberately mislead individuals involved with CSG about matters related to CSG business.
- iii.** Must not participate nor attempt to participate in a transaction to sell or buy, through transferal of money or tangible gift, voting or veto rights or any other rights or privileges granted to them by the nature of their position or assigned to them under proper authority.
- iv.** Must not use or attempt to use extortion, coercion, or blackmail to materially influence the vote or veto of a member or any other rights or privileges granted to them by the nature of that member's position or assigned to them under proper authority.

**b. Abuse of Power – Interference with CSG Mission.** A member:

- i.** Must not take corrupt action nor attempt to take corrupt action resulting in their appointment or the appointment of other person(s) to position(s) within CSG or those outside of CSG which CSG fills.
- ii.** Must not directly and substantially interfere with another member's ability to conduct the duties of their position within CSG.

## **Article X Nonprofit Status**

### **A. Articles of Incorporation.**

The Constitution shall serve as the Nonprofit Articles of Incorporation for the Central Student Government. The Central Student Government is organized on a membership basis, with an elected leadership that makes decisions on behalf of the members. The original incorporators of the Central Student Government were enrolled students of the University on March 28, 2010.

### **B. Bylaws.**

The CSG Compiled Code shall serve as the Nonprofit Bylaws of the Central Student Government.