

DEPAUL UNIVERSITY

STUDENT GOVERNMENT ASSOCIATION



Constitution of the DePaul Student Government Association

Last Amended: 10/18/2012

Preamble

This organization shall exist to represent, advocate for, provide and act as an official voice for, and ultimately act on behalf of the student body of DePaul University and the interests thereof; to be an instrument for the cooperation of students, faculty and administration; to provide an open forum for dialogue and a voice for student opinions concerning the traditions, ideas, and affairs of the university; and to afford students the opportunity to participate in the managing of their own affairs.

Article I: Establishment

Section I: Name

The name of this organization shall be the Student Government Association of DePaul University, hereafter referred to as SGA.

Section II: Authority

This constitution shall be the chief governing document of SGA and shall take precedence over all other by-laws and rules of order.

Section III: Membership

- 1) All enrolled students of DePaul University are eligible for membership in SGA.
- 2) Membership qualifications to hold any elected or appointed position include:
 - a. enrollment as a full-time student, except in cases of the Senator for Graduate, Law, and Adult students, Senator for Fourth and Fifth Year Students, Senator for the School of New Learning, and the Senator of Commuter Students, in which case part-time enrollment shall suffice.
 - b. enrollment every quarter by the “last day to add classes” as defined by the university calendar.
 - b. maintaining a 2.5 cumulative GPA.
 - c. adhering to the Code of Student Responsibility as determined by the university.
 - d. college senators must be degree seeking within that college.

- e. year senators must represent their respective year in school.
 - f. transfer and commuter senators must be from those respective populations.
 - g. the President must be a previous member of SGA.
- 3) No student shall hold more than one elected or appointed position named in the Constitution, except at the discretion of the SGA president.
 - 4) Members shall, at all SGA functions, abide by university policies, local ordinances, and state and federal laws.

Section IV: Non-Discrimination Policy

- 1) It is the policy of DePaul University and therefore of the Student Government Association that no person shall be the object of discrimination on the basis of race, color, ethnicity, religion, sex, gender, sexual orientation, national origin, age, marital status, physical or mental disability, parental status, status as a veteran of the armed services, or political affiliation in its employment or its education settings.

Article II: Organization Structure

Section I: Executive Branch

The Executive Branch shall be defined as the President, Vice President, Treasurer, Executive Vice President for Operations, Executive Vice President for Academic Affairs, and the Executive Vice President for Student Affairs. Their duties shall be as follows:

- 1) The duties of the President shall be:
 - a. The official representative voice of the student body to the Board of Trustees, university administration, and media organizations.
 - b. To ensure that all motions passed by the Senate are properly enacted.
 - c. To uphold this constitution, SGA By-Laws, and other written policies that are deemed necessary by SGA.
 - d. To schedule and chair all General Body meetings.
 - e. To schedule and chair all Executive Branch meetings.
 - f. To serve as representative or coordinate SGA representation at university meetings and events, including, but not limited to, the Athletic Board, Joint Council, Strategic Resource Allocation Committee, and Tuition Pricing Committee.
 - g. To be responsible for appointing all SGA staff members, pending confirmation of the Senate.
 - h. To, in conjunction with the Treasurer, manage and track the SGA Budget.
 - i. To be a non-voting member.
- 2) The duties of the Vice President shall be:
 - a. To aid the President in completion of his/her duties.
 - b. To, in the absence of the President, act as President.
 - c. To uphold the constitution, SGA By-Laws, and other written policies that are deemed necessary by SGA.

- d. To be responsible for the coordination of SGA standing committee members.
 - e. To be a member ex-officio of all standing SGA committees.
 - f. To be responsible for planning an organizational planning retreat prior to the first General Body meeting of Fall Quarter.
 - g. To be responsible for holding regular student leader roundtables (at least once per quarter) to engage the student body in SGA matters.
 - h. To chair the Constitutional Revisions Board.
 - i. To be a nonvoting member:
 - i. Except in case of a tie at a General Body Meeting.
 - ii. Except in all committee meetings, unless chairing.
 - j. To perform duties as prescribed by the SGA President
- 3) The duties of the Treasurer shall be:
- a. To track and manage the SGA budget in conjunction with the SGA President and Advisors.
 - b. In conjunction with the SGA President, prepare a line item budget for the following academic year and present said budget to the Senate for approval.
 - c. To be chair of the student activity fee board (SAF-B).
 - d. To advise SGA on fiscal matters.
 - e. Shall provide SGA with regular budget updates (no less than twice a quarter).
 - f. To be a voting member of the Senate, with full rights to debate and motion-making.
 - g. The Treasurer may forward recommendations on fiscal matters to the General Body. These recommendations shall be treated as a moved and seconded motion.
- 4) The duties of the Executive Vice President for Operations shall be:
- a. To be chair of the SGA Operations Committee.
 - b. To represent student issues and concerns relevant to departments that report to the University's EVP, as defined by the current Organizational Charts.
 - c. To be the liaison to the University's Vice President for Facility Operations and to departments reporting to the Vice President for Facility Operations.
 - d. To be the liaison to all Operations departmental meetings.
 - e. To be a voting member of the Senate, with full rights to debate and motion-making.
 - f. To attend General Body and Executive Branch meetings and abide by the SGA Attendance Policies.
- 5) The duties of the Executive Vice President for Academic Affairs shall be:
- a. To be chair of the SGA Academic Affairs Committee.
 - b. To represent student issues and concerns relevant to departments that report to the Office of the Provost, as defined by the current

Organizational Charts.

- c. To be the liaison to the university's colleges and academic departments.
 - d. To be the liaison to all Academic Affairs departmental meetings.
 - e. To be a voting member of the Senate, with full rights to debate and motion-making.
 - f. To attend General Body and Executive Branch meetings and abide by the SGA Attendance Policies.
- 6) The duties of the Executive Vice President for Student Affairs shall be:
- a. To be chair of the SGA Student Affairs Committee.
 - b. To represent student issues and concerns relevant to departments that report to the Office of the Provost, as defined by the current Organizational Charts.
 - c. To be the liaison to the University's Vice President of Student Affairs and to departments reporting to the Vice President of Student Affairs.
 - d. To be the liaison to all Student Affairs departmental meetings.
 - e. To be a voting member of the Senate, with full rights to debate and motion-making.
 - f. To attend General Body and Executive Branch meetings and abide by the SGA Attendance Policies.

Section II: The Senate

1) Representative Distribution

The Senate shall be comprised of the sum of senator's representing Undergraduate Colleges, Years, and Additional Representation.

a. Senators for Undergraduate Colleges

College representation shall be determined using the fall enrollment numbers. If a college's representation makes up 14% or more of the university's total population, they shall be represented by two senators.

- i. There shall be senator(s) representing the College of Liberal Arts and Social Sciences.
- ii. There shall be senator(s) representing the College of Commerce.
- iii. There shall be senators(s) representing the College of Computing and Digital Media.
- iv. There shall be senator(s) representing the Theatre School.
- v. There shall be senator(s) representing the School of Music.
- vi. There shall be senator(s) representing the School of New Learning.
- vii. There shall be senator(s) representing the School of Education.
- viii. There shall be senator(s) representing the College of Communication.
- ix. There shall be senator(s) representing the College of Science and Health

b. Senator for Years

- i. There shall be one senator representing first year students.
- ii. There shall be one senator representing second year students.

- iii. There shall be one senator representing third year students.
 - iv. There shall be one senator representing fourth and fifth year students.
 - v. There shall be one senator representing graduate, law, and adult students.
 - c. Additional Representation
 - i. There shall be one senator representing the entire university community in terms of the university's mission and values.
 - ii. There shall be one senator representing the entire university community in terms of intercultural awareness.
 - iii. There shall be one senator representing the entire university community in terms of community and government relations.
 - iv. There shall be one senator representing the entire university community in terms of sustainability.
 - v. There shall be one senator representing transfer students.
 - vi. There shall be one senator representing commuter students.
- 2) Powers and Duties
- a. Senators are responsible for representing the concerns and interests of their respective constituencies to SGA
 - b. All Senators shall have the right to forward motions or resolutions to SGA on behalf of the student body, to debate on motions before SGA, and to vote on all motions and resolutions before SGA.
 - c. The Senate shall have authority to make recommendations over all matters of policy affecting student welfare at DePaul University.
 - d. Senators must serve on at least one of the following standing committees; academic affairs, student affairs, and operations.
 - e. All presidential appointments must be confirmed by the Senate.
 - f. The Senate shall have authority over the budget as prescribed in Article V.
 - g. All senators must attend General Body and Committee meetings as outlined in SGA Attendance Policy.
 - h. Senators for Colleges shall sit on their respective Grade Challenge Committees as appointed by the SGA president.
 - i. There shall be one Senator who represents SGA on SAF-B as chosen by the Treasurer.

3) Compensation

Per The Office of Student Involvement Policy, no member of the SGA may be compensated from the SGA Budget. It shall be the aim and intent of SGA to seek compensation for its members through other venues working with the Office of Student Involvement.

Section III: SGA Liaisons

- 1) SGA shall have Liaisons for:
 - a. Honors Student Government.

- i. The Liaison for Honors Student Government shall be appointed by the Honors Student Government Association with written approval of the President of the Student Government Association. This appointment must be approved by Senate.
 - ii. The Honors Student Government Liaison is expected to stay in contact with the Honors Student Government as stipulated by the Honors Student Government. The Honors Student Government Liaison is expected to voice concerns of the Honors Student Government Association to Student Government Association.
 - b. Students with Physical and Learning Disabilities
 - i. The Liaison for Students with Disabilities shall be appointed by someone from the PluS program at DePaul University, with written approval of the President of the Student Government Association. This appointment must be approved by the Senate.
 - ii. The Liaison should inform professional staff members working in the Office of Disabilities and the PLuS Program about the existence of a Liaison in Student Government Association. The Liaison is expected to voice concerns of students with physical and learning disabilities to Student Government Association.
- 2) All Liaisons shall be non-voting.
 - a. Though non-voting, Liaisons may forward recommendations to the General Body. These recommendations shall be treated as a motion moved but not seconded.
 - b. Liaisons shall not affect quorum of Student Government Association General Body meetings.
- 3) Compensation
 - a. Liaisons shall not receive monetary compensation from Student Government Association.
- 4) Term
 - a. Liaison's term shall be one academic year. After the year is over (upon the end of the academic year in DePaul University's Spring Quarter), the people and/or organization responsible for appointing the Liaisons have the option to elect a new Liaison for the new year, or continue to have the current Liaison for the next year.

Section IV: SGA Staff

- 1) SGA shall employ a staff consisting of a Chief of Staff, Parliamentarian, Public Relations Coordinator, Graphics Coordinator and an Executive Assistant.

- 2) All staff members shall be non-voting members.
- 3) Staff shall be appointed by the President and confirmed by the Senate.
- 4) The responsibilities of the staff shall be as followed:
 - a. Parliamentarian
 - i. Shall serve as the chairperson of the Judicial Board in accordance with the Judicial Board Bylaws.
 - ii. Shall be responsible for maintaining order at all General Body meetings.
 - iii. Shall be responsible for maintaining order at any other meetings held by SGA at the President's request.
 - iv. Shall ensure that the organization operates in accordance with this Constitution, SGA By-laws, written policies of SGA, and university guidelines.
 - v. Shall, regardless of membership, act in accordance with the Parliamentarian Code of Ethics, jointly adopted by the National Association of Parliamentarians and American Institute of Parliamentarians.
 - vi. Although a non-voting member, the Parliamentarian may bring impeachment charges to the floor.
If brought by the Parliamentarian, these shall be treated as a moved and seconded motion.
 - b. Graphics Coordinator
 - i. Shall be responsible for creating and designing all SGA graphics and promotional item materials.
 - ii. Shall establish timelines as to when which promotional materials are to be distributed.
 - c. Public Relations Coordinator
 - i. Shall manage SGA's social media accounts.
 - ii. Shall maintain contacts between SGA and campus (DePaulia, Radio DePaul, and Good Day DePaul) and local media.
 - iii. Shall be responsible for informing members of the student body of decisions and actions of SGA.
 - d. Executive Assistant duties shall include:
 - i. Taking minutes at SGA meetings.
 - ii. Coordinating room reservation for SGA meetings and events.
 - iii. Collecting and forwarding all applications.
 - iv. Shall track meeting attendance and project reports.
 - v. Shall be in charge of creating and distributing minutes and meeting agenda.
 - vi. Any other duties as determined by the SGA president.
 - e. Chief of Staff
 - i. Shall be responsible for coordinating all executive staff and keeping executive members informed of the President's agenda.

- ii. Shall sit in on university committee meetings in the absence of the President.
 - iii. Shall keep the President aware of developments and concerns of the Senate.
 - iv. Shall take minutes at SGA meetings in the absence of the Executive Assistant.
 - v. Shall be responsible for any other duties as determined by the President.
- 5) Staff members may be terminated at the discretion of the SGA President. If a staff member feels they have been unfairly terminated, they may appeal this decision to the Senate. A super-majority vote of the Senate may overturn the President's decision.

Section V: Succession

- 1) Chair Succession
 - a. Should the chair choose to enter debate on any issue, the gavel shall pass to the Vice President, Parliamentarian, Senate Pro Tempore, and then members in order of seniority (amount of time served as an elected member). No member who has spoken on the issue may occupy the chair.
- 2) Executive Vacancies
 - a. In the event the presidency falls vacant, the Vice President shall fill that vacancy, causing a vacancy in the Vice Presidency.
 - b. In the event of a vacancy in the Vice Presidency the president shall appoint, pending confirmation by senate, an appropriate replacement.
 - c. In the event of an Executive Vice President vacancy, the Senate Pro Tempore shall fill the position.
 - d. In the event of multiple vacancies, positions shall be filled, in order of resignation by the Senate Pro Tempore and then Senators in the order of seniority.
- 3) Senate Pro Tempore
 - a. The Senate Pro Tempore shall be the senator that has served the longest cumulative amount of time as an elected member. Time served shall be determined by meeting attendance (with absences detracting from time served).
 - b. In the event of a tie, the Senate Pro Tempore shall be selected by a vote. A plurality shall be considered a sufficient threshold.

Section VI: General Body

General Body shall be defined as the entire Executive Branch, Senate, Advisors and Staff.

Section VII: Committees

- 1) Standing committees shall include the Academic Affairs, Operations, Student Affairs, and Sustainability Initiatives Committee (SIC).
 - a. The Academic Affairs, Student Affairs, and Operations committees shall be chaired by their respective Executive Vice President.
 - b. The Sustainability Initiatives Committee shall be chaired by the Senator for Sustainability unless in the case of a vacancy, in which case, the chair will be appointed by the president.
 - c. All standing committees shall be open to all DePaul students. Students may become voting members after attending three meetings and indicating their intent to the committee chair. Voting privileges shall be revoked in the event of two or more unexcused absences.
 - d. Committee Structure
 - i. All committees must elect a Vice Chair and Secretary from within the committee. Both positions shall be elected by a majority-vote of the committee members.
 - ii. Standing Committees are to meet no less than six times per quarter.
 - iii. The SGA Vice President shall be an ex-officio member of all standing committees.
 - iv. Chairs are to update the SGA Vice President on projects and progress of his/her committee no less than twice a quarter.
 - v. Chairs are to submit projects reports to the appropriate Executive Assistant 48 hours before each General Body meeting.
- 2) Special Committees shall consist of the Constitutional Revisions Board (CRB), Election Operations Board, and Judicial Board. Special Committees shall meet as the need arises and are not required to meet on a regular basis.
 - a. The Constitutional Revisions Board shall be chaired by the Vice President. It shall exist to examine the SGA constitution and bylaws.
 - b. The Election Operations Board shall be run and chaired in accordance with the Election Operations Board Bylaws.
 - c. The Judicial Board shall be chaired by the Parliamentarian. It shall be run in accordance with the Judicial Board Bylaws.
- 3) Ad-hoc committees focusing on specific student concerns may be proposed by any voting member and approved by a simple-majority vote in a General Body meeting.
 - a. Chairpersons of ad-hoc committees must be approved by a simple-majority vote in a General Body meeting.
 - b. Chairpersons of ad-hoc committees shall provide a written project report to the appropriate Executive Assistant 48 hours before each General Body Meeting.
 - c. Ad-Hoc committees shall be open to all DePaul students. Students may become voting members after attending three meetings and indicating

their intent to the committee chair.

Section VIII: Meetings

- 1) General Body Meetings shall be open to all students of DePaul University and special guests invited by the President. General Body meetings shall serve as a time to communicate with the student body and conduct official business. Meetings shall be scheduled once a week, using the same time and day consistently, for the first three weeks of each month except in the event of a reduced month due to term start and end dates, holiday, and extenuating circumstances the number of meetings shall be decreased accordingly. Scheduling shall be the prerogative and responsibility of the SGA President.
- 2) There shall be a minimum of six scheduled Executive Branch meetings per quarter, which shall be open to the entire Executive Branch and special guests invited by the President. Scheduling shall be the prerogative and responsibility of the SGA President.
- 3) Committees shall meet no less than six times per quarter.
- 4) The attendance policy of SGA shall be:
 - a. Absences must be excused by the President or Vice President.
 - b. Members shall report absences to the President or Vice President 48 hours in advance. In event of emergency, members shall notify the President or Vice President as early as possible.
 - c. An absence shall be defined as 30+ minutes late.
 - d. Members shall inform the appropriate Executive Assistant before the meeting start, so that absences may be properly recorded in organizational minutes.
 - e. No more than two unexcused absences from General Body Meetings per academic year.
 - f. No more than three unexcused Committee or Executive Branch meetings per year.
 - g. No more than one unexcused General Body Meeting if in addition with two unexcused Committee or Executive Branch meetings.
 - h. Violation of this policy shall result in automatic expulsion as outlined in SGA impeachment procedures. This policy shall apply to all members of SGA.
- 5) The tardy policy of SGA shall be:
 - a. Tardiness must be excused by the President or Vice President.
 - b. Members shall report tardiness to the President or Vice President 48 hours in advance. In event of emergency, members shall notify the President or Vice President as early as possible.
 - c. Tardiness shall be defined as 1+ minutes late.
 - d. Members shall inform the appropriate Executive Assistant before

- the meeting start, so that tardiness may be properly recorded in organizational minutes.
- e. Tardiness to two General Body Meetings is equivalent to one unexcused absence to General Body Meetings.
 - f. Tardiness to three Committee or Executive Branch meetings is equivalent to one unexcused absence to Committee or Executive Branch Meetings.

Section IX: Advisors

- 1) There shall be up to two SGA Advisors.
- 2) One advisor shall be the Director of Student Involvement.
- 3) One faculty advisor may be appointed by the President, confirmed by the Senate.
- 4) The advisors may be removed by a super-majority vote by the Senate.

Article III: Election and Referenda

Section I: Referenda

- 1) Referenda shall only be considered during Spring Elections.
- 2) Referenda may be placed upon a ballot in two ways:
 - a. With the submission of a signed petition of 1000 or more DePaul University Students verified by the Election Operations Board (EOB); or
 - b. Any voting member of the SGA General Body sponsoring referenda which receives two-thirds approval of the SGA General Body.
- 3) Referenda language and signed petitions must be submitted to the Elections Operation Board (EOB) no less than thirty (30) days prior to Spring Elections.
- 4) Referenda language must be approved by the Elections Operation Board (EOB).
- 5) Polls shall be open for a minimum of 48 hours.
- 6) All enrolled students of DePaul University shall be eligible to vote.
- 7) An affirmative majority (50% + 1 vote) of those voting on referenda is required for passage of all referenda.
- 8) Referenda will represent the binding position of the SGA for the following academic year.
- 9) The SGA General Body may not adopt any resolutions contrary to approved referenda within the academic year following passage of said referenda.
- 10) Referenda may not seek to make appropriations, remove SGA members, or

make amendments to the SGA constitution or to the constitutions of other student organizations.

- 11) Results shall be ratified as prescribed in the Elections Operations Board (EOB) Bylaws.

Section II: Elections

- 1) All members of the Senate and Executive Branch shall be elected, either by vote of the student body or, in the case of a vacancy, internal SGA elections.
- 2) Elections shall occur annually in Spring and Fall Quarters under the direction of the Election Operations Board.
 - a. All positions except Senator for First Year Students, Senator for the Theater School, and Senator for Transfer Students shall be open for election in the Spring Election.
 - b. Senator for First Year Students, Senator for the Theatre School, Senator for Transfer Students, and any other open positions shall be open for elections in Fall Quarter.
- 3) The chairperson of the Election Operations Board shall be appointed by the President and approved by a simple-majority vote no later than the final General Body meeting of Winter Quarter.
- 4) Members shall be nominated by the EOB chair and confirmed by a majority vote of the General Body. This shall happen no later than the first meeting of Spring Quarter.
- 5) All enrolled students shall be eligible to vote in elections, in accordance with the Election Operations Board Bylaws.

Section III: Term of Service

- 1)
 - a. Election or appointment shall entitle a member to one term of service.
 - b. Those elected in the Spring Election shall serve from the first meeting following election ratification up until the first meeting following the completion and ratification of the next Spring Election.
 - c. Those elected in the Fall Election or appointed after the Fall Election shall serve from moment of appointment confirmation or election ratification up until the first meeting following the completion and ratification of the next Spring Election.
 - d. Term of service shall be considered severed by either resignation, termination, or impeachment.

Article IV: Vacancies, Impeachment, and Censure

Section I: Vacancies

- 1) A vacancy of elected positions shall occur when a position remains unfilled

after an election in which that position was eligible to be filled or the member resigns or is impeached.

- 2) A vacancy of appointed positions shall occur if the member resigns or is terminated.
- 3) Vacancies of appointed positions shall be filled by Presidential appointment and approved by a simple-majority vote at a General Body meeting.
- 4) No more than one-half of the vacant elected positions shall be filled between the Spring and Fall elections, excluding the positions of First Year Students, Senator for Transfer Students, and Senator for the Theatre School.
- 5) Elected positions may not be filled between the confirmation of the Fall EOB chair and the Fall elections.
- 6) Vacancies of elected positions shall be filled through Internal Elections. Internal Elections shall proceed as follows:
 - a. Applicants shall submit appropriate paperwork indicating interest to the appropriate Executive Assistant. This paperwork shall be circulated to the voting members.
 - b. Applicants shall appear before the Senate at a General Body meeting at which time the Senate shall have the opportunity to question applicants.
 - c. Internal elections shall be held at the same meeting.
 - d. All Senators and Executive Vice Presidents shall have the right to vote. Voting shall be held via secret ballot.
 - e. A non-voting member shall be selected as election judge.
 - f. A plurality shall be sufficient threshold for election.
 - g. Members may vote no confidence.
 - h. Upon announcement of the election results, the winner shall begin his/her term of service.

Section II: Impeachment

- 1) Impeachment By Trial
 - a. All elected and appointed members shall act in accordance with this Constitution and the Code of Student Responsibility. Any infraction may be cause for impeachment.
 - b. Impeachment charges may be brought before the General Body by any voting member or the Parliamentarian.
 - c. If one-third of voting members find sufficient evidence to warrant a trial, that threshold shall be sufficient to initiate the trial and investigation by the Judicial Board.
 - d. Charges may also be brought by a petition of DePaul students. A petition

of 250 students will be considered sufficient threshold to begin the Judicial Board trial and investigation.

- e. The trial shall commence as outlined in the Judicial Board Bylaws.
- f. The decision of the Judicial Board shall be announced at the next General Body meeting.
- g. The Judicial Board ruling shall take effect upon a vote of confirmation by the General Body. A super-majority shall be required to overturn the ruling.
- h. The Judicial Board ruling may be overturned by constituent appeal, as outlined in the Judicial Board Bylaws.
- i. Once a member is impeached, they shall not be permitted to sit on SGA at any capacity during the duration of their career at DePaul.

2) Automatic Expulsion

Any member may be automatically expelled from the organization in the event of:

- a. Failure to comply with the SGA Attendance Policy.
- b. Failure to maintain a GPA of 2.5.
- c. The member is no longer a DePaul student.
- d. Automatic expulsion may be appealed to the General Body. A super-majority shall overturn the expulsion.
- e. Once a member is automatically expelled, they shall not be permitted to sit on SGA at any capacity during the duration of their career at DePaul.

Section III: Censure

- 1) All elected and appointed members shall act in accordance with this Constitution and the Code of Student Responsibility. Any infraction may be cause for censure.
- 2) A censure may be brought before the General Body or by any voting member.
- 3) A majority vote shall be considered sufficient threshold to validate the motion of censure.

Article V: Finances and Budget

Section I: Budget Creation

- 1) The President, Vice President, and Treasurer shall cooperatively create a line item budget for the immediately following fiscal year. Two out of the three members must approve this budget proposal.
- 2) This budget must be presented to the Senate for approval. The Senate shall have the right to amend the budget as seen fit.

- 3) This budget must be presented no earlier than the first meeting of Winter Quarter and no later than the second meeting of Spring Quarter.

Section II: Budget Usage

- 1) The treasurer shall be the Chief Financial Officer of the SGA, as defined in Article 2. Section I.3.
- 2) The President, Vice President, and Treasurer may use funds for purchases covered by line items, up to \$100, at their discretion.
- 3) Chairs may spend money designated for their committees for purchases covered by line items, up to \$100, at their discretion.
- 4) All spending must be reported to the SGA Treasurer who shall provide SGA with regular budget updates (no less than twice a quarter).

Article VI: Parliamentary Authority

This organization shall run under the most recent edition of Robert's Rules of Order in all meetings and in all applicable circumstances not addressed by this constitution.

Article VII: Amendments and Ratification

Section I: Amendments

- 1) Amendments proposed by individual members of SGA must be presented in writing to all of SGA. Amendments must be presented at the General Body meeting prior to the vote of approval.
- 2) Amendments proposed by the Constitutional Revisions Board must be presented in writing to all members of SGA. The amendment must be circulated to all members 72 hours before the meeting for a vote to be held.
- 3) Amendments shall require a super-majority to be approved.

Section II: Ratification

Unless specified in motion of approval, all amendments shall take effect immediately upon ratification.