



**BY-LAWS**  
OF THE  
**FLORIDA SOUTHERN COLLEGE**  
**STUDENT**  
**GOVERNMENT**  
**ASSOCIATION**

REVISED February 2012

# Student Government Association

## By-Laws

### Article I- Membership

#### Section 1: Qualifications for Senate Membership

- A. Must be a member of the student body of Florida Southern College and represent one of the following student body groups: Business & Economics; Fine, Applied & Performing Arts; Health Professions; Humanities; Natural Science & Mathematics; Social & Behavioral Sciences; Undeclared; Barney Barnett School of Business and Free Enterprise; School of Education; School of Nursing and Health Sciences; School of Arts and Science; First-Year; Second- Year; Third- Year; Fourth- Year; member representing the Greek community; intercollegiate athlete; commuter student; off campus student; resident advisor; and honors student.
- B. Must be enrolled in at least twelve (12) hours of academic work when elected.
- C. Must have a 2.5 cumulative grade point average in total academic work, including transfer work, and must be in good standing with the College.
- D. Must be a bona fide member of the group he or she seeks to represent. Members and applicants will be checked through the Registrar's Office.
- E. First-Year senators are all students who have not spent a full calendar year at Florida Southern College at the time of elections. This includes freshmen and transfer students. The first-year elections will be held in the fall elections, which will occur within the first two weeks of classes.
- F. Each member of the senate shall receive a stipend of \$50 dollars per semester.

#### Section 2: Qualifications for Presidents' Circle Membership

- A. Must be a member of the student body of Florida Southern College.
- B. Must be enrolled in at least twelve (12) hours of academic work when elected.
- C. Must meet all grade requirements within their own organization to hold office and must be in good standing with the college. Eligibility shall be confirmed through the Office of Student Activities Center for Student Involvement.
- D. Must be the President of the group he or she seeks to represent.
- E. The President of each organization must be present at all Presidents' Circle meetings. If the President of the organization cannot attend, he/she may appoint a representative based on their organizational chain of command.
- F. Failure to follow the aforementioned guidelines shall result in an unexcused absence for the organization from the Presidents' Circle.
- G. Each organization must have one representative present at each meeting, therefore a member of Presidents' Circle can only sign in for one organization, even if they are the president of two organizations; in that case they must find another member of the organization to come and represent the organization at Presidents' Circle.

#### Section 3: Term of Office

- A. Elected members of the Senate shall assume duties of the elected office at the time of installation and will serve until a successor is duly elected and installed or for one academic year, whichever comes first. Students elected during the fall election shall serve for the remainder of that academic year.

#### **Section 4: Voting**

- A.** All Senate members shall have one vote each Senate meeting. No members of the Executive Board shall have a vote, excluding the Academic Vice-President who shall have one vote in the event of a tie.
- B.** All Presidents' Circle members shall have one vote each meeting per organization. The Executive Vice-President shall have one vote in the event of a tie. No Executive Board member shall have a vote at the Presidents' Circle meeting or represent a recognized organization unless he/she serve as the president of the organization.

#### **Section 5: Removal from Office**

##### **A. Senate**

- 1. Removal from office shall be considered by the Senate upon submission to the Chairman of the By-laws Committee a written statement by any member of the Senate or Executive Board giving reasons for removal from office.
- 2. Any officer of the Executive Board or the Senate may be removed by a two-thirds (2/3) vote of the Senate and Executive Board, excluding the President and the Academic Vice-President, assuming quorum has been met, for any of the following reasons given below.
  - a. Violation of or disregard for any part of the Constitution, its By-Laws, or the Oath of Office.
  - b. Failure to maintain the standard of student conduct outlined by the Student Handbook of Florida Southern College. All members of the Senate and Executive Board will be required to sign a judicial release form upon election to desired office.
  - c. Have more than one unexcused absence from meetings of the Senate or official Senate functions in a semester. The Academic Vice-President or President/Advisor will approve excused absences.
  - d. Failure to maintain a 2.25 term grade point average for each semester including semesters in office and semester of election. Failure to maintain the required 2.25 grade point average is reason for automatic removal from the Senate. There will be no probationary period for academic reasons.

##### **B. Presidents' Circle**

- 1. Suspension of an organization shall occur for the following reasons:
  - a. If the organization President has one or more unexcused absence from meetings of the Presidents' Circle in one semester. The organization will be suspended immediately following the first unexcused absence. The organization will not be granted a voice or vote during any meetings of the Presidents' Circle during their suspension.
  - b. If an organization is absent from three or more Presidents' Circle meetings, they will no longer be recognized as a campus organization and will lose all privileges thereto.
  - c. All members of the Presidents' Circle are required to stay for the entire meeting. The Executive Vice-President has the ability to impose penalties for leaving meetings early if he/she foresees a problem.
- 2. Terms of suspension
  - a. In the event of an organization suspension, the Executive Vice-President shall notify the organization President, and their advisor in writing with 48 hours. The notice shall include the reason and terms of the suspension.

- b. The length of suspension is one Presidents' Circle meeting. Organizations are removed from suspension immediately following the meeting.
- c. Presidents of organizations shall attend all Presidents' Circle meetings throughout the time of their suspension. If an organization fails to attend a Presidents' Circle meeting during their suspension, the suspension period will begin all over again.
- d. Suspended organizations shall not be allowed to petition for funds or register new events. Organizations will not be allowed to hold events.
- e. SGA will not reimburse funding at any time for any event that is held during a suspension period. During the suspension, organizations may be reimbursed for events held before the suspension
- f. All appeals to suspensions shall be made in writing and left to the discretion of the Organizational Advisory Committee.

## **Section 6: Attendance**

### **A. Senate**

- 1. In the event that a member is unable to attend a Senate meeting or official function of SGA, he/she must consult the Academic Vice-President and President and/or Advisor forty-eight hours in advance. The Academic Vice-President will determine if the absence is excused or unexcused. More than one unexcused absence from Senate meetings, Senate committee meetings, or official functions per semester will result in removal from office.

### **B. Presidents' Circle**

- 1. See Article I, Section 5, Letter B.

## **Article II- Qualifications of Executive Board Members**

### **Section 1: Qualifications of Executive Board Members**

- A.** All Executive Board members must have an overall 2.5 grade point average and a semester 2.25 from Florida Southern College and transfer grades in all academic work, certified through the (Office of Student Activities) Center for Student Involvement.
- B.** The candidates for the President of SGA shall have been enrolled as a full-time FSC student for at least four consecutive semesters, including the semester of candidacy. An individual cannot serve more than one term.
- C.** The candidates for Executive Vice-President, Academic Vice-President, Vice-President of Finance, Vice-President of Student Activities, Vice-President of Community and Public Relations, and Secretary shall have been enrolled as a full-time student for at least two consecutive semesters, including the semester of candidacy.
- D.** The candidates for all Executive Board positions, except for the President and Vice-President of Student Activities, must be on good standing with the college and have completed one semester at Florida Southern College.
- E.** The candidates for President must be a member of Senate for one year or served as President of Student Organization prior to taking office.
- F.** Members must maintain grade, course load, attendance, and conduct requirements throughout their term of office. If a member does not meet the necessary requirements, he/she must resign from their position within 48 hours of notification.
- G.** A candidate must intend to be enrolled in the college the entire length of their term of office (one (1) full academic year).

## Article III- Duties and Power of Executive Officers

### Section 1: Duties and Powers of the Executive Board

- A. The Executive Board shall be responsible for enforcing all fines and stipend deductions with the option of passing the decision to the Senate.
- B. The Academic Vice-President, Vice-President of Public Relations, Vice-President of Finance, and the Vice-President of Student Activities may serve as a representative in the Presidents' Circle if he/she are the President of the organization.
- C. The Executive Board reserves the right to make any decision necessary to resolve conflicts regarding the Student Government Association that is not outlined in these By-Laws.
- D. The Executive Board shall decide the dedication of the Senior Signing

### Section 2: Duties and Powers of the President

- A. The President shall preside over all Executive Board meetings and shall be an ex-officio member of the Presidents' Circle (House), Senate, ACE, the (House) Organizational Advisory Committee, and all committees of the Student Government Association. He/She shall also chair every meeting of the Presidents' Circle.
- B. The President shall ultimately oversee all school activities as expressed in these By-Laws.
- C. The President shall not hold any other Executive Board position as defined by organization By-Laws, including Senior RA positions and captains of Intercollegiate Athletic Teams. Exceptions can be made as deemed by the Vice-President of Student Life.
- D. The President has the power to hold Executive Board meetings and enforce office hours.
- E. The President shall act as co-signer for all vouchers expending Student Government Association funds if the Vice-President of Finance is not available.
- F. The President shall make sure that the funds of the Association of Campus Entertainment and SGA are spent in a manner that benefits the entire student body. This includes discretionary funds; gifts may be purchased at the end of the year for members of outstanding service, but must be a nominal gift as outlined by the Congressional Gifts Reform Act.
- G. The President shall oversee the dedication and organization of the Senior Signing each spring.
- H. The President shall serve as a representative to the Independent Colleges and Universities of Florida Student Government Alliance or designate a representative to serve in his/her place.
- I. The President shall be entitled to a single room on-campus if desired. The President will cover all financial obligations.
- J. The President shall receive a stipend of \$1,000 (\$750) per semester.
- K. The President shall perform a minimum of four office hours per week.
- L. The President shall meet weekly with the Director of Student Involvement.
- M. The President shall meet weekly with the Student Government Advisor.
- N. The President shall meet weekly with the Dean of Students.

### Section 3: Duties and Powers of the Executive Vice-President

- A. The Executive Vice-President shall serve as a member of the Executive Board, ex-officio member of the Senate, and non-voting member of the Presidents' Circle and Organizational Advisory Committee except when a tie must be broken.
- B. The Executive Vice-President shall chair the meetings of the Presidents' Circle only when the President is unable or absent.
- C. The Executive Vice-President shall research and recommend improvements in campus life and oversee organization Presidents as they do the same.
- D. The Executive Vice-President shall be the chair of the Organizational Advisory Committee.
- E. The Executive Vice-President shall handle excusing members from Presidents' Circle meetings.

- F. He/She shall assume the duties of the President when the President is incapable of fulfilling them.
- G. The Executive Vice-President shall receive a stipend of \$500 per semester.
- H. The Executive Vice-President shall be responsible for organizing a minimum of seven (7) Leadership Training Seminars within one academic year and is responsible for working with the college's organizational coordinator.
- I. The Executive Vice- President shall perform a minimum of two office hours per week.
- J. The Executive Vice- President shall have one meeting per month with the Assistant Director of Student Involvement.

#### **Section 4: Duties and Powers of the Academic Vice-President**

- A. The Academic Vice-President shall serve as a member of the Executive Board and a non-voting member of the Senate unless a tie must be broken.
- B. The Academic Vice-President shall chair the Senate and excuse Senators from meetings when necessary.
- C. The Academic Vice-President shall research and recommend improvements in the academic and student life environment and oversee the Senators as they do the same.
- D. The Academic Vice-President shall oversee all committees within the Senate along with the President.
- E. The Academic Vice-President shall receive a stipend of \$500 per semester.
- F. The Academic Vice- President shall perform a minimum of two office hours per week.
- G. The Academic Vice- President will have one meeting per month with the Provost.

#### **Section 5: Duties and Powers of the Vice-President of Student Activities**

- A. The Vice-President of Student Activities shall serve as the President of the Association of Campus Entertainment, a member of the Executive Board, an ex-officio member of the Senate, and an ex-officio member of the Presidents' Circle and a member of Presidents' Circle.
- B. The Vice-President of Student Activities shall be responsible for the planning, initiating, and administering student-oriented activities sponsored by **(ACE) Association of Campus Entertainment on the campus of Florida Southern College.**
- C. The goal of the Vice-President of Student Activities is to maintain and improve upon old programs and seek original programs that will provide entertainment, education, and social interaction for all students of Florida Southern College.
- D. The Vice-President of Student Activities shall designate a representative from the Association of Campus Entertainment to report activities to the House.
- E. The Vice-President of Student Activities shall spend student activity money allocated in their budget or funds in a manner that is beneficial to the entire student body. The Vice-President of Student Activities shall submit a budget request during the spring semester of the preceding academic year. The Executive Board will only interject in financial matters.
- F. The Vice-President of Student Activities shall receive a stipend of **\$750 (\$500)** per semester.
- G. **The Vice-President of Student Activities shall perform a minimum of three office hours per week.**
- H. **The Vice- President of Student Activities shall have a weekly meeting with the advisor of Student Activities.**

#### **Section 6: Duties and Power of the Vice-President of Finance**

- A. The Vice-President of Finance shall serve as a member of the Executive Board and an ex-officio member of the Senate and Presidents' Circle.

- B. The Vice-President of Finance shall chair and be a non-voting member of the Finance Allocation Board unless a tie must be broken.
- C. The Vice-President of Finance shall supervise the allocation of any (money delegated) funding designated to Student Government.
- D. The Vice-President of Finance shall keep a timely and accurate account of the receipts and expenditures of all SGA funds.
- E. The Vice-President of Finance shall (sign all vouchers) process all invoices for the disbursement of funds from all SGA accounts. In the event that the Vice-President of Finance is not available, the President shall sign vouchers.
- F. The Vice-President of Finance shall keep records of stipend deductions and the corresponding monetary finds. This record is to be submitted to the President monthly.
- G. The Vice-President of Finance will receive a stipend of \$750 (\$500) per semester.
- H. The Vice- President of Finance shall have a monthly meeting with Terry Dennis.
- I. The Vice-President of Finance shall perform a minimum of three office hours per week.
- J. The Vice-President will make a financial report to the Senate each meeting.
- K. The Vice-President of Finance will deposit all monies in an account to be kept in the Student Government Association account.

#### **Section 7: Duties and Powers of the Vice-President Community and Public Relations**

- A. The Vice-President Community and Public Relations shall serve as a member of the Executive Board and an ex-officio member of the Senate.
- B. The Vice-President Community and Public Relations shall chair the Senate Public Relations Committee.
- C. The Vice-President Community and Public Relations shall be responsible for all publicity of the Student Government Association.
- D. The Vice-President Community and Public Relations shall be responsible for all community relations and programming, including those for the Florida Southern College community.
- E. The Vice-President Community and Public Relations shall be responsible for all off-campus notices and communication of SGA.
- F. The Vice-President Community and Public Relations shall receive a stipend of \$500 per semester.
- G. The Vice-President Community and Public Relations shall perform a minimum of two office hours per week.
- H. The Vice- President community and Public Relations shall meet with Marketing and Public Relations Department once a month.

#### **Section 8: Duties and Powers of the Secretary**

- A. The Secretary shall serve as a member of the Executive Board and an ex-officio member of the Senate.
- B. The Secretary shall chair the Senate Elections/By-Laws/Honors Committee
- C. The Secretary shall serve as the Secretary in the Presidents' Circle (and), the Senate and Executive Board.
- D. The Secretary shall keep detailed minutes of Executive Board, Presidents' Circle, and Senate meetings. (in a book of records in a SGA file.)
- E. The Secretary shall handle all correspondence of the Senate in proper execution of the Secretary duties.
- F. The Secretary will publicize the minutes prior to the next meeting online, as a part of the SGA webpage on the Florida Southern College website.



**G.** The Secretary shall keep the SGA webpage up to date on the Florida Southern College Website.

**H.** The Secretary shall be responsible for the notices and communications from the Executive Board to the Senate, from the Academic Vice-President to the Senate, and from the Executive Vice-President to the Presidents' Circle of SGA.

**I.** The Secretary shall receive a stipend of \$500 per semester.

**J.** The Secretary shall perform a minimum of two office hours per week.

**K.** The Secretary shall oversee the election process of Student Government.

## **Article IV- Finance Allocation Board**

### **Section 1: SGA Budget**

**A.** A proposed, itemized budget for the following academic year shall be presented at the last Senate meeting of the current elected year by the President with the Vice-President of Finance.

**B.** The budget must be approved by the President and Advisor.

**C.** All funds will be handled by the Vice-President of Finance with the approval of the President.

**D.** Any of the Executive Board members may request a line itemization of how funds are being spent if not available through the Vice-President of Finance.

**E.** All funds in the administrative budget of SGA shall be deposited in an account at the Business Office in the name of "Student Government Association of Florida Southern College."

### **Section 2: Finance System**

**A.** The Finance System is outlined in the "Finance System" addendum to the By-Laws.

**B.** All finance decision pertaining to organization allocations will be voted on by the Finance Allocation Board.

**C.** Any conflicts to be resolved are at the discretion of the Vice-President of Finance. The Vice-President of Finance may choose to pass the decision on to the Executive Board.

**D.** The Finance Allocations Board must meet at least once a month during the academic year.

## **Article V- Elections**

### **Section 1: Election Date**

**A.** All Executive Board officers will be elected in the spring general election held on the week of Founders Ball; or with at least two Senate meetings left in the school year.

**B.** All Senate positions shall be elected within the first three weeks of the fall semester; this includes all senate positions listed in the Student Government Association of Florida Southern College (SGA) Constitution, Article III, Section 1.

**C.** All officers and members of SGA shall be elected in a general election to be held with at least two Senate meetings left in the school year, excluding First-Year senators who will be elected at the beginning of the fall semester. Elections for First-Year senators shall be held no later than the week following the first Senate meeting of the academic year in which he/she are to serve.

### **Section 2: Elections Regulations**

**A.** The Executive Board shall be voted upon by full time members of the student body.

**B.** Elections will be conducted through E-ballot online voting as designated by the Elections/By-Laws/Honors Committee.

**C.** The Elections/By-Laws/Honors Committee shall designate a person or persons as the election proctors.

**D.** The polls shall be open on three consecutive days. Each day, the polls shall be open online for 24 hours a day.



- E. Completed ballots shall be confirmed directly after the closing of the polls or on the College's next business day by the Vice-President of Student Life or an appointed assistant, the SGA Advisor(s), Chairman of the Elections/By-Laws/Honors Committee, and the President.
- F. If either the Chairman or the President are candidates, the Parliamentarian may take their place.
- G. If a candidate desires to change the position in which he/she are petitioning, he/she may fill out a Change of Petition Form. All changes are subject to the approval of the Elections/By-Laws/Honors Committee.
- H. Specific campaigning regulations are outlined in the "Elections Rules and Regulations" addendum to the By-Laws.
- I. Election data will be available to the campus community as soon as it is compiled.
- J. Release of campaign spending figures will be at the discretion of individual candidates.

### **Section 3: Nominations**

- K. Nominations for office shall be made by individual applications submitted to the **Center for Student Involvement. (Office of Student Activities.)** Responsibility of certifying eligibility rests with the Vice-President of Student Life. It is the duty of the Elections/By-Laws/Honors Committee to see that the candidates shall strictly adhere to all requirements.

### **Section 4: Office Vacancies**

- A. A vacancy in the office of President may be filled immediately by the Executive Vice-President for the remainder of the term of office. If the Executive Vice-President declines the position, any other member of the Executive Board may fill the position, meeting all requirements for the position, approved by a majority vote of the Senate. If all members of the Executive Board decline the position, any member of the Senate may fill it, meeting all requirements of the position, approved by a majority vote of the Senate.
- B. A vacancy in the office of Executive Vice-President may be filled by another member of the Executive Board, meeting all requirements for the position, approved by a majority vote of the Senate. If all members of the Executive Board decline the position, any member of the Senate may fill it, meeting all requirements of the position, approved by a majority vote of the Senate.
- C. A vacancy in the office of Academic Vice-President, Vice-President of Finance, Vice-President of Public and Community Relations, or Secretary will be filled for the remainder of the term by another member of the Senate, meeting all requirements of the position, approved by a majority vote of the Senate.
- D. A vacancy in the Vice President of Student Activities will be filled for the remainder of the term by another member of the Association of Campus Entertainment Executive Board, meeting all requirements of the position, approved by a majority vote of the Senate.
- E. Should a vacancy occur in the Senate, excluding the SGA Executive Board, petitions of nomination to fill said vacancy shall be authorized by the President at the meeting in which the vacancy occurs; such petitions shall be submitted to the Chairman of the Elections/By-Laws/Honors Committee and eligibility determined before the next meeting.

### **Section 5: Senate Membership Petitioning**

- A. First semester and first-year students who enter Florida Southern College on academic probation shall not be allowed to petition, campaign, or run for any campus office.
- B. All campaigning comes under the jurisdiction of the Elections/By-Laws/Honors Committee. This committee shall post publicly a notice of rules and regulations of conduct of candidates on the same day as applications are made available and shall cause this notice to remain posted until elections are completed. All candidates may be held responsible for any campaigning the Elections/By-Laws/Honors Committee determines has been done in their name.

- C. In the case of an alleged campaign infraction, the Elections/By-Laws/Honors Committee shall review all evidence and determine how to proceed. The Committee may elect to pass the decision on to the Executive Board. The Executive Board may elect to pass the decision on to the Senate. In such a case, the decision of the Senate is final.

### **Section 6: Runoff Elections**

- A. A candidate receiving a plurality of votes cast will be deemed elected. In the event that no one candidate received a plurality exceeding the margin of error, a runoff election will be held between the candidates failing within the margin of error. The run-off election will be within one week of the original election. The winner must receive a plurality of all total votes cast.

### **Section 7: Installation and Oath of Office**

- A. The President of the College or a representative shall administer the Oath of Office to the President on a Bible held by the outgoing President.
- B. The Oath of Office to be taken by all persons serving terms in SGA shall be:  
“I, (name), do solemnly affirm, that I will faithfully execute to the fullest of my ability, the office of (office) of the Student Government Association of Florida Southern College, and shall strive continuously, to put forth giving above gaining, right above might, and to promote the common good of my fellow students, in the execution of my duties. I shall support the policies of Florida Southern College and the Constitution of the Student Government of Florida Southern College, so help me God.”
- C. Each person taking the Oath of Office shall, following the oral oath taking ceremony during the (April) last convocation of the academic year, sign a printed copy of the oath, which shall be placed on file with the President of the College. No person shall be eligible to fulfill any responsibilities of his or her office until the Oath of Office is filed.

## **Article VI- Passing Legislation**

### **Section 1: Resolution**

- A. Resolutions shall require the approval of a simple majority vote of the Senate as designated by the Constitution

### **Section 2: Proposed By-Laws**

- A. Proposed By-Laws shall be submitted in writing and read before the Senate. He/she shall then be referred to the Elections/By-Laws/Honors Committee who shall study the proposed legislation and report its findings to the Senate. The proposed legislation shall be read a second time, and shall be eligible for action.

### **Section 3: By-Laws Approval**

- A. By-Laws shall require a two-thirds (2/3) approval of the Senate.

### **Section 4: By-Laws Certification**

- A. All legislation shall be recorded in a book of resolutions, or By-Laws, whichever book is pertinent, and in the book of minutes. The President and Secretary, using the following form in the statement of certification, then shall ratify it:  
“This is to certify that the above (By-Law or Resolution) number (\_\_) passed by the required number of the Senate on the (\_\_) day of the month (\_\_), in the year (\_\_).”

## **Section 5: Student Organizations**

- A. A two-thirds (2/3) vote by the Presidents' Circle, with quorum present, shall be required to recognize an organization petitioning for recognition as a student organization. The organization must then be recognized by a simple majority vote of the Senate, and be approved by the **(Vice-President of Student Development) Center for Student Involvement**.

## **Article VII- Parliamentary Authority and Order of Business**

### **Section 1: Parliamentary Authority**

- A. The parliamentary authority of the Senate and the **(House) Presidents' Circle** shall be Roberts' Rules of Order, the most current edition.

### **Section 2: Order of Business**

- A. The order of business shall be as follows:
  - Call to Order
  - Invocation
  - Roll Call (Senate)
  - Approval of the Minutes of the Last Meeting
  - President Report
  - Executive Vice-President Report
  - Academic Vice-President Report
  - Vice-President of Finance Report
  - Vice-President of Student Activities Report
  - Vice-President of Community and Public Relations Report
  - Secretary Report
  - Advisor Report
  - Committee Reports
  - Old Business
  - New Business
  - Open Discussion
  - SAGA Minute
  - Announcements
  - Adjournment
- B. The order of business is subject to change at the discretion of the chair of that meeting.

### **Section 3: Association of Campus Entertainment**

- A. The Association of Campus Entertainment shall be allowed to develop his or her own rules and procedures subject to the approval of the SGA Executive Board or Advisor.

## **Article VIII- Committees**

### **Section 1: Senate Committees**

- A. All committees of the Senate shall be overseen by the Academic Vice-President in conjunction with the President.
- B. Senators may apply to be a chair of a committee at the beginning of each fall semester. Every Senator must apply for the committee that he/she wishes to serve on. The Academic Vice-President and President of SGA shall select each committee chair and assign each committee personnel as he/she see fit. If he/she see fit, he/she may also collaborate with the Executive Board.

- C. The chair of each committee may appoint such subcommittees as deemed necessary to facilitate the activities of the committee and may request the aid and cooperation of any member of SGA and/or organization in accomplishing its duties.
- D. Public Relations Committee
  - 1. The committee shall be chaired by the Vice-President of Public and Community Relations.
  - 2. It shall be the duty of this committee to publicize all projects and upcoming events of SGA.
  - 3. The committee shall be responsible for all community relations with SGA.
  - 4. The committee shall report its findings to the Senate at every meeting.
  - 5. The committee shall submit committee minutes to the secretary within 72 hours of the meeting.
- E. Elections/By-Laws/Honors Committee
  - 1. The committee shall be chaired by the Secretary.
  - 2. It shall be the duty of this committee to hold all SGA elections and ensure elections procedures and candidates follow all policies as outlined in these By-Laws.
  - 3. The committee shall be responsible for maintaining, reviewing, and making any necessary changes to these By-Laws.
  - 4. The committee shall be responsible for petitioning any honors of which SGA may be invited.
  - 5. The committee shall report its findings to the Senate at every meeting.
  - 6. The committee shall submit committee minutes to the secretary within 72 hours of the meeting.
- F. Special Committees
  - 1. The Academic Vice-President will create any special committees as deemed necessary with the approval of the Senate.
  - 2. The committee shall report its findings to the Senate at every meeting.
  - 3. The committee shall submit committee minutes to the secretary within 72 hours of the meeting.
  - 4. The committee chair(s) will meet no less than on a biweekly basis with the Academic Vice-President.

## **Article IX- Association of Campus Entertainment**

### **Section 1: Qualifications of Executive Members of the Association of Campus Entertainment**

- A. Must be a member of the student body.
- B. Must be presently enrolled in at least twelve (12) hours of academic work.
- C. Must have a cumulative **(2.0) 2.5** grade point average in all work including transfer work and be in good standing with the College.

### **Section 2: Association of Campus Entertainment Spending**

- A. Association of Campus Entertainment may spend their budget in a manner that benefits the student body.
- B. Association of Campus Entertainment may have fundraisers, but the money raised must be used only to benefit the student body.
- C. **The Executive Board of SGA (The Finance Allocation Board)** will recall any use of money not used appropriately. The Senate may overturn the Finance Committee's decision. A two-thirds (2/3) majority vote of the Senate is required to overturn the decision.

### **Section 3: Review Board**

- A. The Elections/By-Laws/Honors Committee shall forward any questionable applications to the Review Board. The Review Board shall examine these applications and determine eligibility.
- B. The members of the Review Board shall be two representatives appointed by the Vice-President of Student Life, the President of SGA, and the chair of the Elections/By-Laws/Honors Committee.
- C. In the event the Review Board does not consider a candidate qualified, the Review Board shall notify immediately the nominating body, which shall have the privilege of nominating another candidate.
- D. The results of the Review Board are subject to approval of the President of the College.

## **Article X- Agnes Johnson Rowe and James C. Rogers Awards**

### **Section 1: Qualifications**

- A. Must have been enrolled full time at Florida Southern College at least three semesters.
- B. Must have earned a minimum of ninety-four (94) credit hours the January preceding the election.
- C. Must have an overall 2.75 (3.00) grade point average at the time of election.
- D. Must be an active student interested in and having participated in different phases of the college community.
- E. Must have held at least one executive office in a campus organization (President, Vice-President, Secretary, Treasurer, or as stated in the organization's By-Laws) and have been an active member of at least three recognized campus organizations and/or intercollegiate athletic teams (captain of an intercollegiate team is considered an executive office). Senior Resident Advisors shall also be considered Executive Officers in a campus organization.
- F. Must be a member of the nominating organization or athletic team.
- G. Must be planning to graduate either the spring or fall following election.
- H. Candidates may only win this award one time.

### **Section 2: Elections**

- A. The Election shall be held the same dates and times as the spring SGA Elections.
- B. The Elections/By-Laws/Honors Committee shall prepare, publish, and distribute in advance the aforementioned qualifications and the election date.
- C. The Recipient of the award will receive a Stipend of \$250.

## **Article XI- Kimberly Pickering Female Senator of the Year and Hugh A. Moran Male Senator of the Year Awards**

### **Section 1: Eligibility**

- A. Recipient of the award must be a current member of the Senate, and have shown outstanding leadership and service to the Senate.
- B. The Executive Board members of SGA are not eligible.
- C. The Recipient of the award will receive a Stipend of \$250.

### **Section 2: Selection**

- A. The Senate shall recommend and approve the candidate.
- B. The Senate shall elect the candidate with a majority vote.
- C. In the event of a tie, a revote will be held between the candidates who tied. If there is a second tie, both candidates will receive the award.

## **Article XII- Gordona Cupurdija Female Presidents' Circle Member of the Year and Dr. Richard R. Burnette Jr. Male Presidents' Circle Member of the Year Awards**

### **Section 1: Eligibility**

- A. Recipient of the award must be a current member of the Presidents' Circle, and have shown outstanding leadership and service to the Presidents' Circle.
- B. The Executive Board members of SGA are not eligible.

### **Section 2: Selection**

- A. The Presidents' Circle shall recommend and approve the candidate.
- B. The Presidents' Circle shall elect the candidate with a majority vote.
- C. In the event of a tie, a revote will be held between the candidates who tied. If there is a second tie, both candidates will receive the award.

## **Article XIII- Senior Signing**

### **Section 1: Dedication and Implementation**

- A. The Executive Board will determine the dedication of the Senior Signing
- B. The Executive Board, under the direction of the President, will make all necessary arrangements for its implementation.

### **Section 2: Senior Signing Listings**

- A. The Executive Board shall be listed on the Senior Signing.