

Article I - Budget

Section A - Fiscal Periods

1. The fiscal period for the Fall semester shall begin in the 12th day of classes of the Fall semester and shall extend to the 11th day of classes of the Spring semester.
2. The fiscal period for the Spring semester shall begin on the 12th day of classes of the Spring semester and shall be extended to the last day of the second week before the end of the Spring semester classes.
3. The fiscal period for the summer shall begin on the first day of classes of the last week in the Spring semester and shall extend to the 12th day of classes of the Fall semester.

Section B - Automatic Allocations

1. LSM shall automatically receive 25% of the total amount of funds allocated to Student Government.
2. YAC shall automatically receive 25% of the total amount of funds allocated to Student Government.
3. The Executive Branch shall automatically receive 5% of the total amount of funds allocated to Student Government.

Section C - Automatic Carryover

1. No funds shall be automatically allocated for use during Christmas break.
2. The Executive Branch shall allocate at least \$500 of its budget for use during the summer fiscal period.
3. Senate shall allocate at least \$1300 of its budget for use during the summer fiscal period, as well as for use by the Vice President for Senate training and start-up costs.
4. LSM shall allocate at least \$1000 of its budget for use during the summer fiscal period.
5. YAC shall allocate at least \$2000 of its budget for use during the summer fiscal period.

Section D - Scholarships

1. All officer compensation shall be in the form of a participatory merit scholarship; the percentage of the scholarship received shall equal the percentage of the term served.
2. The Executive Officers shall receive the following amounts per semester:
 - a. President: \$2,000;
 - b. Vice President: \$1,500;
 - c. LSM President: \$1,500;
 - d. YAC President: \$1,500;
 - e. Treasurer: \$750;
3. Senate officers shall receive the following amounts per semester:
 - a. President Pro Tempore: \$750;
 - b. Secretary: \$750;
4. LSM General Compensation Funds shall be determined by the LSM Bylaws.
5. YAC officers shall receive the following amounts per semester:

- a. General Scholarship Fund: \$3,000;
6. In the event that the total amount of compensation exceeds 40% of the funds allocated to Student Government, then, for that semester, the amount of compensation given to each officer shall be scaled proportionately so that the total amount is 40% of the funds allocated to Student Government for that semester.

Section E - Allocation Bills

1. Senate must pass a general allocation bill by the second session after Student Government receives funds from the University in excess of \$5000.
2. Neither YAC nor LSM may be allowed to spend any funds in the excess of \$2500 on any given event without the explicit approval of Student Senate, with the exception of Hootenanny and any donation to spring break missions. Approval shall only be granted by means of passing a bill stating the amount of money to be spent as well as how the funds will be used.

Article II - Senate

Section A - Elections and Position Eligibility

1. Senators for each voting district shall be elected by a majority vote given by the residents of the voting district. The RA can reserve the right to change the process of the election if the majority vote is not possible. If one candidate does not receive the majority vote, the candidate with the least number of votes shall be dropped from the ballot and a vote will be taken for the remaining candidates. Ties shall be resolved through a game of rock/paper/scissors.
2. Unless an exemption is granted, no student may simultaneously hold both a paid IMPACT non-Senator position and a Senator position. Any such exception shall require the approval of the Vice President and a two-thirds vote of Senate.
3. Any student who holds a position in Student Government shall comply with the Constitution, Constitutional Bylaws, and enacted legislation.
4. Consistent failure to meet these requirements shall be grounds for removal.

Section B - Attendance

1. Each Senator shall be absent from no more than three (3) meetings of the Senate General Assembly each semester.
2. Each Senator shall be absent from no more than three (3) meetings of each committee they are a member of each semester.
3. Each Senator shall have no more than three (3) substitutions in Senate General Assembly each semester.
4. Committee Chairs may take attendance in all official committee meetings and report attendance to the President Pro Tempore.
5. When a Senator violates parts 1, 2, or 3 the President Pro Tempore shall notify the Senator and the Resident Assistant of the Senator's district of the Senator's removal from Senate.
6. A Senator may receive an exemption from the stipulations of part 1 given the following:
 - a. Exceptions shall only be given for a valid academic reason requiring mandatory attendance during the time at which Senate General Assembly meets.

- b. The exemption shall only be valid for one (1) academic semester at a time, and consecutive exemptions shall require an additional approval, as per subparts a, c, d, e, f, g and h, for each semester.
- c. The Senator seeking exemption shall serve on a committee during the time of their exemption and be subject to the committee attendance requirements of part 2 above.
- d. The senator seeking exemption shall meet with the Vice President, the President Pro Tempore, and the Committee Chairs (as defined by the Senate Bylaws) and present their case for exception.
- e. The Vice President, the President Pro Tempore, and the Committee Chairs shall evaluate the validity of the exemption request and the potential contribution of the Senator seeking exemption. This shall be decided by majority vote. In the event of a tie, the Vice President shall be the deciding vote.
- f. Given approval by process of subpart e, the exemption request shall be presented to Senate in the Senate General Assembly by the Vice President and voted on by Senate.
- g. The exemption shall require a two-thirds majority vote to pass.
- h. If approved, the exempt Senator shall not be factored into quorum calculations required by the Constitution, Article II, Section D, Subsection a, so long as they remain exempt.

Section C - Vacancy Elections

1. In the event of a vacancy in a Senator position, elections shall be held per Section A of this article. Per Article II, Section B, Subsection a, Clause v of the Constitution, Senators filling vacancies shall not assume their duties or powers until they have been trained.

Section D - Mandatory Committee Membership

1. Each Senator shall be a member of a committee for the first full two semesters of his/her tenure. A full semester of service shall be counted if the senator is elected by the election dates specified in the election procedures defined in the Senate Bylaws.

Section E - Senate Officers

1. Secretary
 - a. The Vice President shall oversee the Senate Secretary election. Candidates shall speak before Senate if called upon to do so. The Secretary shall be selected from the candidates by a Senate majority vote. In the election, if one candidate does not receive the majority vote, the candidate with the least number of votes will be dropped from the ballot and a vote will be taken for the remaining candidates. The Vice President shall determine the method for resolving ties.
 - b. Should the office of Senate Secretary become vacant, the Vice President shall hold a special election in accordance with Senate Secretary election procedures within 15 class days of the vacancy, per Article II, Section C, Paragraph 2 of the Constitution. The entire traditional student body shall be informed of the vacancy. If there is no Senate Secretary during the time

before the special election, the PPT will designate a Senator to act as Senate Secretary until a replacement is selected.

- c. The Secretary shall report to Senate in written or electronic form on the day of each regular meeting concerning the status of each bill passed by Senate but not yet fully executed.
- d. The Secretary shall have authority to reprimand those uncooperative with the execution of the Secretary's duties.
- e. The Secretary shall willingly render time and services to the Vice President, Senate Officers, and Committee Chairs, for the purpose of coordinating and administrating business related to senate.
- f. The Secretary shall be responsible for the maintenance and administration of official senate web pages or resources, as instructed by the Public Records Committee Chair.

2. President Pro Tempore

- a. The Vice President shall oversee the PPT election. Candidates will be nominated by their colleagues and all candidates shall speak to Senate before the election takes place. In the election, if one candidate does not receive the majority vote, the candidate with the least number of votes will be dropped from the ballot and a vote will be taken for the remaining candidates. The Vice President shall determine the method for resolving ties.
- b. Should the office of PPT become vacant, the Vice President shall hold a special election in accordance with PPT election procedures within 10 days of the vacancy, per Article II, Section C, Paragraph 1 of the Constitution. The Secretary shall inform all eligible candidates of the vacancy at least 72 hours before the special election.

Article III - Clubs and Organizations

Section A - Definitions

1. Clubs shall be defined as associations of students with a faculty sponsor, organized around a common interest which derives its legitimacy and existence from Student Life, and funding from Student Government. Clubs shall require re-recognition by Student Life each year.
2. Organizations shall be defined as associations of students with a faculty sponsor, organized around a common interest, project or competition which derives its legitimacy and existence from the University outside of Student Life. Organizations do not need to be re-recognized each year.
3. No club or organization based solely upon on- or off-campus living arrangements shall be recognized or be allocated any monies.

Section B - Recognition

1. In order to be recognized, clubs must apply to Student Life, filling out all forms and attaching all paperwork required, as well as fulfilling any legal requirements.

Section C - Funding

1. All official clubs and organizations seeking funding from Senate shall be required to submit a budget, explicitly following any requirements set forth by the Financial Appropriations Committee.
2. Senate reserves the right to deny, upon recommendation of the Financial Appropriations Committee Chair and by a majority vote, any official club or organization funding if the requirements set forth by the standing Financial Appropriations Committee are not met.

Section D - Investigation and Sanction

1. All official clubs, organizations, and non-residential societies shall present to Senate a financial report showing all income and expenditures within ten class days of Senate's request.
2. In addition to revocation of official status, per Article V, Section C of the Constitution, Senate may, as a sanction of a club, organization or non-residential society, require all or some money allocated to the club, organization or non-residential society during the same fiscal period to be returned to Senate within 10 school days, and require reports to Financial Appropriations Committee or the entire Senate Assembly regarding remedial actions taken.
3. Any club that has previously received funds from Senate and has gone two years or more without being officially recognized by Student Life and without having members will have the funds in its account reverted back to the Senate General Fund.

Section E - Residential Club Ban

1. No club or organization based upon on-campus living arrangements shall be recognized.
2. No club or organization based upon living arrangements shall be allocated any monies.

Article IV - Oath of Office

Section A - The Oath of Office

"I, _____, do solemnly affirm that I will uphold the Constitution of the Student Body of LeTourneau University, that I will support the mission of LeTourneau University as set forth by the LeTourneau University Student Handbook, that I will live in a Christ-like manner, and that I accept this obligation freely to serve God and my fellow students faithfully in the duties of the office of ."

Section B - Administering the Oath of Office

1. The members of the Executive Cabinet must take the oath of office in chapel during the last month of the semester preceding their term of office.
2. The oath of office shall be administered to the Student Body President-elect by a member of the President's Cabinet. The newly elected Student Body President shall administer the oath of office to the other newly elected members of the Executive Cabinet.
3. If an office is vacated during the year or not filled during the general election, the person filling that office must take the oath of office within ten class days of appointment or election.
 - a. Those who replace members of the Executive Cabinet must take the oath of office during chapel.
4. All newly elected senators must have the oath administered to them in a Student Senate General Assembly meeting by the Vice President.

Article V - Executive Election

Section A - General Electorate

1. The General Electorate shall consist of all LeTourneau students whom the University requires to pay a Student Government fee.
2. Members of the General Electorate shall have the right to participate in Student Government sponsored events.

Section B - Position Eligibility

1. Position eligibility shall be defined by the Constitution.

Section C - Announcement of Election

1. Notice of the upcoming Executive Election and information concerning existing positions shall be given to the students in conjunction with IMPACT.
2. Applications shall be available at the IMPACT informational meeting.
3. Other publicity concerning the Executive Election shall be the responsibility of the Elections Committee.
4. Elections shall be announced in chapel before the IMPACT informational meeting.

Section D - Interviews

1. Interviews shall be completed no less than twelve days prior to the election.
2. Interview attendance shall be mandatory for all candidates running for Executive Cabinet positions.
3. Interviews shall be conducted by members of the Executive Cabinet not running for office, members of the Elections Committee and any members of the Administration who work closely with the Executive Cabinet.

Section E - Signatures

1. In order to be eligible for an Executive Cabinet position, the candidate must collect the signatures of 25% of the Electorate in a one week period to begin when the interviews end.
2. Signatures shall be collected on an official form which shall be given to the candidates after the last interview takes place.
3. The collection of signatures shall be submitted to the Elections Committee.
4. If a candidate who has previously held the office and is seeking uncontested reelection, they may submit an appeal to Senate requesting exemption from signature collection. The exemption shall pass with a two-thirds majority vote.
5. If the candidate does not meet the above criteria, the Elections Committee will determine candidacy.

Section F - Debates

1. Debates shall take place between the conclusion of the interviews and the election.
2. Debates shall be announced in chapel.
3. Campaign speeches shall be given in chapel on the day of the election.

Section G - Election Process

1. Voting shall take place by paper or online ballot. These shall be available after chapel on the day of the election.

2. Voting shall be available online for three days following the election.
3. Online voting shall take place using University-approved software.
4. Voting shall not begin until the conclusion of the election chapel.
5. Candidates shall be listed on the ballot in alphabetical order and grouped by position.
6. The results of the election shall be announced publicly and the results placed in the public record and posted on the Student Government web pages.

Section H - Preferential Voting

1. Voters shall mark their ballots by rank, signifying their first, second, third, fourth, etc. choices for the positions.
2. Each candidate shall receive a whole point for each first place vote they receive, a half point for each second place vote they receive, a quarter point for each third place vote they receive, an eighth point for each fourth place vote they receive, and so on and so forth.
3. The candidate with the most points, including partial points, and at least twenty-five percent of the first place votes shall be the winner.
4. If the leading candidates have the same number of total points, the candidate receiving the most first place votes shall win.
5. If there is a tie for first place in both total points and number of first place votes, or if no candidate receives the minimum 25% first place votes required to win, there shall be a runoff election between the two tied candidates with the most first place votes, following procedures specified in the constitutional bylaws.
6. If the difference in points between the candidates for first and second place is less than or equal to 5% of the total points counted, a recount of paper ballots shall be conducted according to the recount procedures specified in the constitutional bylaws

Section I - Runoff Procedures

1. The runoff election shall be announced to the student body in chapel at least 1 week in advance. The runoff election may be conducted in chapel and online or entirely through online voting and shall be open for the same length of time as the Executive Election was that year.
2. The runoff shall not be preferential voting; each voter shall vote for the one candidate he prefers.
3. The candidate receiving the majority of votes shall be declared the winner.
4. Campaigning may be continued by the candidates during the time leading up to the runoff election.

Section J - Recount Procedure

1. If a recount must be done, the winners for other positions with a clear winner may still be announced
2. A recount must occur within 1 week of the ending of the election for which the recount is occurring.
3. The recount process shall recount all paper ballots and re-verify all student IDs on such ballots.
4. The recount shall be conducted by two members of the elections committee and two other senators, not on the elections committee and not running for any office, nominated by the PPT and individually approved by a 2/3 vote of Senate by way of secret ballot.
5. Any discrepancies found during the recount shall be accounted for and explained to the satisfaction of the Election Committee.

Section K - Write In Candidates

1. Write-in candidates must turn in their IMPACT applications at least three days before elections.
2. Once their applications have been turned in, they shall be issued their official signature form within 12 hours, unless this interferes with subsection 5 of this section.
3. To be eligible for election, write in candidates must turn in their signature form within 24 hours before voting begins.
4. Write-in candidates will be required to collect signatures of 30% of the general electorate instead of the standard 25%.
5. Write-in candidates shall by no means enter a phase of the election before the regular candidates do.

Section L - Student Initiative Process

1. All members of the Electorate shall have the right to propose a non-appropriations initiative to be placed on the ballot of the next Executive Election, unless a special election is called by Senate.
 - a. The initiative shall be presented to the Student Government Elections Committee in writing. The wording may afterward be amended, upon approval by the Elections Committee, provided the amendment does not change the intent of the original initiative submitted, or significantly change the content of the original initiative.
 - b. The Elections committee shall provide official signature forms to the sponsoring student(s) within 1 week of receipt of the proposed initiative. The sponsor(s) of the initiative must obtain the signatures, on the provided forms, of no less than thirty percent (30%) of the Electorate indicating their support of the initiative as submitted to the Elections Committee.
 - c. The completed signature forms must be returned to the Elections Committee no less than 1 week before the election. The Elections Committee shall certify the validity of the signatures submitted.
 - d. The initiative shall be passed upon winning a simple majority approval of those voting on the initiative in the election.
2. The Senate may at any time, by a 2/3 majority vote, submit an initiative to the student body to be voted upon.
 - a. This initiative shall be placed on the ballot at the next Executive Election, unless a special election is called by the Senate.
 - b. It shall be passed upon winning a simple majority approval of those voting on the initiative in the election.
3. A special election may be called at any time to put forth an initiative or constitutional amendment to the Electorate for approval.
 - a. The proposal to call a special election must be approved by 2/3 of the Senate body and the Student Body President.
 - b. If approved by the Senate and Student Body President, the special election shall be announced to the Electorate no less than ten (10) class days before the election is held. The election may be held in chapel and online or online only.

Article VI - Unsigned Legislation

Section A - Vetoed and Unsigned Legislation

1. Vetoed legislation may be passed over the veto by Senate with a 2/3 majority vote.
2. Legislation not signed by the President within 6 days of passage by Senate shall take effect as if it had been signed.