

## Central Student Government Compiled Code



Adopted: 13 March 2012  
Revision ID: W12.2

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Zeid S. El-Kilani  
Rules Committee Chair

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Phillip J. Zeeck  
Student General Counsel

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# Central Student Government Compiled Code

## Article I General Provisions

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

**B. Definitions.** As referenced in this Compiled Code, the following terms shall have meaning as defined in this section.

1. "Constitution" shall mean the Constitution of the Student Body of the Ann Arbor Campus of the University of Michigan.

2. "Central Student Government" or "CSG" shall mean the central student government of the University of Michigan established by the Constitution.

3. "University" shall mean the University of Michigan.

4. "Campus" shall mean the Ann Arbor campus of the University.

5. "Student organization" shall mean a student organization explicitly recognized by MSA.

6. "Assembly" shall mean the Student Assembly defined in Article II, Section 2 of the Constitution.

7. "Central Student Judiciary" or "CSJ" shall mean the student judicial body of the University established by the Constitution.

8. "Compiled Code" or "Code" shall mean this document.

9. "Student" shall mean a person enrolled at the University, or a person enrolled in the University during the previous full term who is eligible to be enrolled in the subsequent full term.

10. "Front Office staff" shall mean the paid administrative staff maintained by the CSG to assist the Central Student Government with administrative tasks.

### C. Amendments to the Compiled Code.

1. Any amendment to the Code must be read twice by the Assembly. The amendment must have been discussed or originated in the Rules and Elections Committee prior to its introduction, or it shall be immediately committed to the Rules and Elections Committee with instructions to return within three weeks time with their recommendations for it. Amendments to the Code or ballot questions to amend the Constitution may not be considered by the Assembly until at least one week has elapsed since the time of introduction.

2. An amendment to the Code or ballot question to amend the Constitution shall not be considered by the Assembly unless both the pre-amendment language and the proposed amended language have been made available to the Assembly in the same document.

36 3. An amendment to the Code or ballot question to amend the Constitution shall not be considered  
37 by the Assembly if the amendment creates a conflict within the Code or a conflict between the Code  
38 and the Constitution.

39 4. Amendments to the Code shall have immediate effect, but shall be ineffective if not recorded  
40 in the CSG minutes of the meeting at which they were enacted by the Assembly. Amendments to the  
41 Constitution, if adopted by the student body, shall be effective as provided for in the Constitution.

42 5. Amendments to the Code shall pass by the Assembly with a simple majority vote.

#### 43 **D. Conflict of Law.**

44 1. Any ambiguity between the Code and the Constitution shall be resolved to give full effect to  
45 the Constitution.

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

## 48 **Article II** 49 **Legislative**

### 50 **A. The Assembly**

#### 51 **1. Meetings.**

52 a. **Regular Meetings.** The Assembly shall meet at 7:30 PM every Tuesday during the Fall  
53 and Winter semesters. The Assembly shall not meet during exam and vacation periods.

54 b. **Special Meetings.** The President may call special meetings of the Assembly upon providing  
55 at least 24 hours notice to the Assembly. A special meeting may be called by a petition signed by one-  
56 third of the voting members of the Assembly. No Officer may be elected during a special meeting.

57 2. **Quorum.** Pursuant to Article II, Section 4 of the Constitution, a simple majority of the mem-  
58 bers duly elected or appointed to serve in the Assembly shall constitute a quorum to do business.

#### 59 **3. Transparency in Government Provision.**

60 a. Within seventy-two hours of the adjournment of a Student Assembly meeting, the Assembly  
61 Register, as defined by the Operating Procedures of the Assembly, Rule I, Section F, shall be made  
62 available to the public.

63 b. The front office staff shall, as part of their responsibilities, within seventy-two hours of the  
64 adjournment of a Student Assembly meeting, publish the Assembly Register to the CSG web site.

65 c. The webmaster for the CSG shall ensure the proper separate pages are available on the  
66 CSG web site for the front office staff to publish the Assembly Register. The Register shall not be  
67 published as a single document, but each part of the Register shall individually available.

### 68 **B. University Council**

69 1. **Meetings.** The Vice President may call meetings of the University Council upon providing at  
70 least 48 hours notice to the Council.

71       2. **Transparency in Government Provision** Within one week of the adjournment of a meeting  
72 of the University Council, the front office staff shall publish the Council Register to the CSG web site.  
73 The University Council shall define the contents of the Council Register, within the limits of the CSG  
74 Constitution.

## 75                                       **Article III** 76                                       **Executive**

### 77   **A. The Executive Officers**

#### 78       1. The President.

79           a. **Executive Power Vested in the President.** The President shall oversee and coordinate  
80 all CSG activities and be the chief spokesperson for CSG unless otherwise specified in the Code or  
81 Constitution.

#### 82           b. **Appointment powers.**

83               i. **Executive Committee.** The President shall have the authority to appoint a Treasurer,  
84 Student General Counsel, Chief of Staff, and Chief Programming Officer to the Executive Committee,  
85 which shall advise the President on all pertinent matters. These appointments shall be made with  
86 the advice and consent of the Assembly, to be determined by a simple majority vote. The President  
87 may likewise recall these officers with a two-thirds majority vote of the Assembly. The President may  
88 call the Executive Committee into session at any time, and shall serve as its chair in session.

89               ii. **University-wide Committees.** The President shall also appoint student representa-  
90 tives to university-wide committees. These appointments shall be made with the advice and consent  
91 of the Assembly, to be determined by a simple majority vote. The President may likewise recall these  
92 officers with the written concurrence of three other executives.

93           c. **Executive Commissions.** The President may appoint Executive Commissions to study is-  
94 sues on campus, publish reports concerning issues under such purview, and recommend to the Execu-  
95 tive Branch such measures as they shall deem appropriate.

96           d. **Convening the Legislature.** The President may call into session the Assembly or the  
97 University Council at the President's discretion.

98           e. **Non-voting Member of the Assembly.** The President shall serve as a non-voting ex-officio  
99 member of the Assembly.

100          f. **Recommend Measures to the Assembly.** The President and Vice President may, jointly  
101 or severally, recommend to the Assembly for its consideration such measures as they shall deem  
102 appropriate.

#### 103          g. **Reports.**

104               i. **State of the Students.** Within the first month of the fall and winter semesters, the  
105 President shall submit to the Assembly and to the students at large a report of the state of student  
106 government and of the student body.

107               ii. **Transition.** Before the end of her term, the outgoing President shall prepare a report  
108 for her successor to facilitate the transition between administrations.

109               iii. **Regents.** The President shall make any reports to the University of Michigan Board of  
110 Regents available to the Assembly and the students at large before their presentation to the Regents.

111 **2. Vice President.**

112 a. **Chairs the University Council.** The Vice President shall serve as president of the Uni-  
113 versity Council, but shall have no vote, unless the Council shall be equally divided.

114 b. **Non-voting Member of the Assembly.** The Vice President shall serve as a non-voting  
115 *ex-officio* member of the Assembly and of any Assembly committee she shall elect.

116 c. **Recommend Measures to the Assembly.** The Vice President may, jointly or severally  
117 with the President, recommend to the Assembly for its consideration such measures as they shall  
118 deem appropriate.

119 **3. Treasurer.** The Treasurer shall be the chief financial officer of CSG. The Treasurer and all  
120 other officers authorized by the Assembly to disburse funds must be bonded. The Treasurer shall  
121 disburse funds appropriated by the Assembly as provided for in the Constitution and in the Compiled  
122 Code, and shall create, publish, and maintain a manual to guide student organizations in pursuing  
123 budget allocations. The Treasurer shall begin preparing a Financial Status Report at the end of  
124 each winter semester, pursuant to Article V, Section A of this Code. The Treasurer shall also, at the  
125 direction of the President, assist the legislature in drafting a proposed annual budget for the Central  
126 Student Government and present it to the Assembly for a vote. The Treasurer may serve as a non-  
127 voting *ex-officio* member of any legislative body regarding student finance.

128 **4. Student General Counsel.** The Student General Counsel shall be the chief representative of  
129 the Central Student Government in matters before student judiciaries. For the purpose of upholding  
130 the Constitution and Compiled Code, the Student General Counsel shall have standing for all cases  
131 submitted to the Central Student Judiciary. The Student General Counsel may retain up to three  
132 student representatives to serve as assistants in such matters. The Student General Counsel shall  
133 advise the Executive and the Legislature on the interpretation of the Constitution and the Compiled  
134 Code, and may serve as a non-voting *ex-officio* member of any legislative body concerning rules and  
135 elections of student government.

136 **5. Chief of Staff.** The Chief of Staff shall oversee attendance and procedural policies at meetings  
137 of the Executive Committee and executive commission meetings. The Chief of Staff shall solicit and  
138 receive reports of the various organs of government, maintain and publish executive records, and  
139 ensure collaboration among the various executive commissions. The Chief of Staff may serve as a  
140 non-voting *ex-officio* member of any legislative body concerning rules and elections.

141 **6. Chief Programming Officer.** The Chief Programming Officer shall serve as principal advisor  
142 to the President on matters of student programming, assist executive commissions in the long-range  
143 planning and execution of their mandate, and supervise the communications of the Central Student  
144 Government. The Chief Programming Officer may serve as a non-voting *ex-officio* member of any  
145 legislative body concerning campus communication.

146 **B. The Executive Committee.** The Executive Committee shall be comprised of the Executive  
147 Officers and the Speaker of the Assembly. The President may call the Executive Committee into  
148 session at any time, and shall serve as its chair in session.

149 **C. Commissions.** The following classification scheme for commissions is for organizational pur-  
150 poses only, and is not intended to establish any ranking or hierarchy of commissions or classification  
151 of commissions. All commissions and classifications of commissions are equal under this Code.

152 **1. Logistical Commissions.**

153 a. The Student Organization Funding Commission (“SOFC”) shall review applications for  
154 funding from student organizations, and shall submit student organization funding recommendations  
155 from the Student Organization Funding Account and the Community Service Funding Account to the  
156 Assembly.

157 b. The Campus Governance Commission (“CGC”) shall

158 i. assist the President in identifying candidates suitable for nomination to University-wide  
159 committees;

160 ii. facilitate communications between CSG and its appointees to University committees;

161 iii. maintain a list of committees to which CSG makes appointments;

162 iv. maintain a list of students appointed to University committees; and

163 v. shall collect mandatory reports from appointees that will be included in the end of  
164 semester CSG reports.

165 c. The External Relations Commission (“ERC”) shall

166 i. facilitate communication between CSG and individuals and organizations external to  
167 the University community;

168 ii. advocate on behalf of CSG and the student body before organizations external to the  
169 University community;

170 iii. monitor local, state and national government actions concerning CSG and the Univer-  
171 sity;

172 iv. maintain contact with other college and university student governments and associa-  
173 tions of student governments.

174 v. Elect a liaison who shall attend Ann Arbor city council meetings and report back to the  
175 committee with any information he/she may find pertinent.

176 d. The Communications Commission (“Communications”) shall

177 i. facilitate all communication between CSG and students;

178 ii. publicize CSG actions and activities;

179 iii. advertise CSG services to students;

180 iv. coordinate CSG press releases;

181 v. be responsible for updating and administering the CSG website;

182 vi. facilitate CSG’s presence during New Student Orientation and Welcome Week.

183 vii. carry out its duties in a fair and equitable manner to all constituents while refraining  
184 from promoting the Central Student Government as a body of bias.

## 185 2. Identity Commissions

186 a. The Diversity Affairs Commission (“DAC1”) shall monitor and work toward the improve-  
187 ment of diversity in student life, and facilitate communication between relevant student organiza-  
188 tions.

189           b. The Lesbian, Gay, Bisexual & Transgender Issues Commission (“LGBT”) shall monitor and  
190 work toward the improvement of student life for lesbian, gay, bisexual, transgender and ally students,  
191 and shall facilitate communication between relevant student organizations.

192           c. The Women’s Issues Commission (“WIC”) shall monitor and work toward the improvement  
193 of student life for all women on campus, shall strive to educate the university community on women’s  
194 issues and shall facilitate communication between relevant student organizations.

195           d. The Minority Affairs Commission (“MAC”) shall strive to educate the university commu-  
196 nity on issues regarding underrepresented minorities on campus, and shall facilitate communication  
197 between relevant student organizations.

198           e. The International Student Affairs Commission (“ISAC”) shall monitor and work toward the  
199 improvement of student life for all international students on campus, and facilitate communication  
200 between relevant student organizations.

201           f. The Transfer Student Affairs Commission (“TSAC”) shall monitor and work toward the  
202 improvement of student life for all transfer students on campus, and facilitate communication between  
203 relevant student organizations.

204           g. The Disability Affairs Commission (“DAC2”) shall support and advocate for students with  
205 disabilities on campus, and facilitate communication between relevant student organizations.

206           h. The North Campus Affairs Commission (“NCAC”) shall monitor and work toward the im-  
207 provement of student life for all students who live and study on North Campus, and shall facilitate  
208 communication between relevant student organizations.

209           i. The Greek Relations Commission (“GRC”) is responsible for strengthening the relation-  
210 ship between CSG and the Greek community at Michigan. The committee’s goal is to ensure that  
211 Greek Life is well integrated into the larger University community, to keep campus involved in Greek-  
212 sponsored events, and to act as a resource for the Greek community.

### 213           3. Issue Commissions

214           a. The Campus Improvement Commission (“CIC”) shall foster communication between CSG  
215 and students by promoting opportunities for students to provide ideas that improve life on campus.  
216 Also, it shall create positive change on campus by considering and implementing those initiatives that  
217 are most important to students.

218           b. The Academic Affairs Commission (“AAC”) shall

219           i. monitor and work toward the improvement of the academic experience of all students;  
220 and

221           ii. communicate with school and college governments, the Senate Advisory Committee on  
222 University Affairs (SACUA), and any other University body pertaining to academics.

223           c. The Student Safety Commission (“SSC”) shall promote the safety of all students, on or off  
224 campus; educate students on safety issues; and facilitate communication between relevant student  
225 organizations.

226           d. The Environmental Issues Commission (“EIC”) shall

227           i. promote a sustainable University community;

228           ii. promote environmental awareness on campus;



- 229           iii. facilitate communication between relevant student organizations.
- 230           e. The Health Issues Commission (“HIC”) shall promote the health of all students on campus,  
231 educate students on health issues, and facilitate communication between relevant student organiza-  
232 tions.
- 233           f. The Peace & Justice Commission (“P&J”) shall promote a peaceful and equitable University  
234 community in a fair and equitable manner to all constituents while refraining from promoting the  
235 Central Student Government as a body of bias.
- 236           g. The Students Rights Commission (“SRC”) shall
- 237           i. work toward the protection and education of the rights of students;
- 238           ii. shall serve on the search committee for and act as a voting member of the Code of  
239 Conduct Advisory Board (C-CAB).
- 240           iii. assist C-CAB in advocating for the adoption of the recommended changes to the State-  
241 ment of Students Rights and Responsibilities before the University administration.
- 242           h. The Voice Your Vote Commission (“VYV”) shall, without engaging in partisan political ac-  
243 tivity, promote political awareness and participation among the University community.

#### 244 **D. Commission Composition and Leadership.**

- 245           1. **Composition.** Unless otherwise specified in the Code, any student, faculty member, or staff  
246 member of the University may serve on any CSG commission.
- 247           2. **Commission Chairs.** The President shall, with the consent of a simple majority of the Assem-  
248 bly, appoint Commission chairs, who shall not be considered officers of the Central Student Govern-  
249 ment. The President may remove a Commission chair with the written concurrence of three other  
250 executives.
- 251           3. **Other Commission Officers.** Members of the Commission may elect from among their num-  
252 ber any other officers they deem expedient.
- 253           4. **Commission Reports.** The chair of each executive Commission may submit to the Speaker  
254 of the Assembly a written report enumerating their Commission’s actions taken since the previous  
255 report and the attendance of Representatives at each meeting since the previous report. Each report  
256 shall be submitted by the Sunday before the last Student Assembly meeting of each month the Assem-  
257 bly is in session. If the chair makes such a report, the Vice Speaker shall deliver such report to the  
258 front office staff within seventy-two hours of the report’s submission to the Speaker of the Assembly.  
259 The front office staff shall post the report on the M.S.A. web site.

260 **E. The Cabinet.** The Cabinet shall be comprised of the Executive Committee and the Commission  
261 Chairs. The President may call the Cabinet into session at any time, and shall serve as its chair in  
262 session.

### 263 **Article IV** 264 **Judiciary**

#### 265 **A. Central Student Judiciary**

266 1. **Supremacy Clause.** This section is superseded by the Constitution, but supersedes all other  
267 sections of the Compiled Code and all other CSG legislation with respect to judiciaries and judicial  
268 proceedings.

269 2. **Central Student Judiciary.** CSJ will serve as the principal student judiciary and as the  
270 judicial branch of the all-campus student government provided for in Article IV of the Constitution.  
271 It has primary responsibility for enforcing the Constitution and for adjudicating disputes arising out  
272 of the Constitution, Compiled Code and other legislation enacted pursuant to the Constitution.

273 3. **Jurisdiction.** CSJ may hear appeals from inferior courts, challenges under this Constitution  
274 and the Compiled Code, Central Student Government elections, and any other case they deem appro-  
275 priate.

276 4. **CSJ Structure and Membership.** See also Article IV of the Constitution.

277 a. **Officers.** The officers of CSJ (Chief Justice, Associate Chief Justice, Administrative Justice)  
278 will be elected from among the members of CSJ following the appointment of new members each term.  
279 The Associate Chief Justice will serve as Acting Chief Justice if the Chief Justice is unable to perform  
280 a duty required of the office. If both the Chief Justice and the Associate Chief Justice are unable  
281 to perform the duties required of the Chief Justice, CSJ will elect an Acting Chief Justice from its  
282 membership to serve until either the Chief Justice or Associate Chief Justice is able to serve or until  
283 the next election of officers.

284 b. **Overlapping Membership Permitted.** Except where specifically provided for elsewhere  
285 in this section, courts of CSJ may have partially or completely overlapping memberships.

286 c. **Conflicts of Interest.** If an action raises a conflict of interest for a member of CSJ, that  
287 member cannot hear the action, either in CSJ's original jurisdiction or on appeal. No member of CSJ,  
288 including the Chief Justice, who heard an action at trial, may hear an appeal on the action.

289 d. **Vacancies.** The Chief Justice can fill any vacancies in any CSJ court from the membership  
290 of CSJ as necessary.

291 5. **CSJ Procedures.** This section, as well as the CSJ Manual of Procedure, will form the Manual  
292 of Procedure mandated in the Constitution. The CSJ Manual of Procedure will govern all judicial  
293 proceedings before any court of CSJ.

294 6. **CSJ Courts.**

295 a. **General Hearing Courts.** General Hearing Courts have original jurisdiction in each ac-  
296 tion within the jurisdiction of CSJ. A new General Hearing Court is created each time a case arises  
297 and serves until the case is disposed. The General Hearing Court consists of three CSJ members, one  
298 of whom will be the Presiding Justice of the court. The Chief Justice of CSJ appoints members of the  
299 General Hearing Court and designates the Presiding Justice. The Chief Justice can serve on the court  
300 and can designate him or herself Presiding Justice.

301 b. **Appellate Courts.** Appellate Courts have appellate jurisdiction in each action within the  
302 jurisdiction of CSJ. A new Appellate Court is appointed by the Chief Justice of CSJ each time a case  
303 arises, and serves until disposition of the case. The Appellate Court consists of all members of CSJ  
304 who are not disqualified or unable to serve for other reasons and in no case less than three justices.  
305 One of the justices will be designated as the Presiding Justice of the court. If the Chief Justice of  
306 CSJ serves on the court, he or she can serve as the Presiding Justice; otherwise the court will select a  
307 Presiding Justice from its membership.

308 **7. Transparency in Government Provision.**

309 a. Within forty-eight hours of the final issuance by the Central Student Judiciary of any opin-  
310 ion, order, petition, motion, amendment, or other such documents or decisions, the Administrative  
311 Justice shall ensure all such documents are delivered to the front office staff.

312 b. The front office staff shall, within seventy-two hours of the final issuance of any such docu-  
313 ments, publish such documents on the CSG website.

314 **Article V**  
315 **Finance**

316 **A. Semesterly Budget**

317 1. **Revenue.** CSG will collect revenue from student fees, its balance carry-forward from the pre-  
318 vious semester, and interest income from the University investment pool.

319 2. **Accounts.**

320 a. **General Account.** The General Account shall be the primary holding account for the Cen-  
321 tral Student Government by which all CSG revenue is deposited and held until allocated by enactment  
322 of the budget. At the end of each semester, all accounts shall be zeroed out and their entire balances  
323 transferred back to the General Account recognized as revenue in the form of balance carry-forward.  
324 Money may only be allocated from the General Account with the enactment of a Central Student Gov-  
325 ernment Budget, and no money may be budgeted to nor directly expended from this account. Any  
326 executive officer and the CSG Administrative Coordinator shall be authorized signers on this account  
327 for the sole purpose of executing the transfer of allocations approved by an Assembly-enacted budget.

328 b. **General Reserve.** The General Reserve shall be used for emergency funding, only if nec-  
329 essary. The amount budgeted to this account from the General account by the budget shall be at least  
330 5% of projected incoming revenue from student fees. No money may be allocated from the General  
331 Reserve without the approval of two-thirds of the Assembly. Once allocated, any executive officer and  
332 the CSG Administrative Coordinator shall be authorized signers to approve expenditures.

333 c. **Central Government Operations.** The Central Government Operations account shall be  
334 used for funding the management of the CSG offices, but shall not be used to pay full-time or part-  
335 time staff. The amount budgeted to this account from the General Account by the annual budget shall  
336 be no more than 4% of projected incoming revenue from student fees. There are three methods of  
337 expenditure from Central Government Operations:

338 i. Any executive officer, with his or her own signature, may authorize the expenditure of  
339 up to \$250.00 per purchase from the Central Government Operations account for supplies without the  
340 prior authorization of the Assembly

341 ii. Any executive wishing to allocate more than \$250.00 but less than \$1,000.00 must  
342 receive approval from a majority of the Assembly in the form of a verbal request. The President or  
343 Vice President, through their ex-officio status, may make a verbal request during General Assembly  
344 meetings requesting authorization to make such an expenditure. Upon a motion, second, and majority  
345 vote by the Assembly, the expenditure shall be considered approved without necessitating a resolution.

346 iii. Any request for expenditure in excess of \$1,000.00 must be submitted to the Assembly  
347 in a resolution authorizing such expenditure by the President or Vice President. Only upon adoption  
348 of such resolution shall the expenditure be considered authorized.

349           iv. The CSG Administrative Coordinator is exempt from the rules above, and may, with her  
350 or her own signature, authorize and execute any expenditure from this account. The Administrative  
351 Coordinator must submit a report, either written or oral, to the Assembly at least once per calendar  
352 month to explain all transactions that occurred from this account since the last such report.

353           v. Requests for expenditures from this account of any amount that do not originate with  
354 the executive officers or the CSG Administrative Coordinator require a resolution be adopted by the  
355 Assembly.

356           d. **Payroll.** The Payroll account shall be used to pay CSG's full-time and part-time staff. The  
357 amount budgeted to the Payroll Account from the General Account by the annual budget may not  
358 exceed 20% of projected incoming revenue from student fees. Any executive officer or the CSG Admin-  
359 istrative Coordinator, by his or her consent and signature, may authorize the disbursement of salary  
360 from Payroll to part-time CSG staff without prior authorization from the Assembly.

361           e. **Executive Discretionary.** The Executive Discretionary account shall be used for the pur-  
362 pose of making miscellaneous executive disbursements. The amount budgeted to the Executive Dis-  
363 cretionary account from the General Account by the budget shall be at least 2%, but no more than 9%,  
364 of incoming revenue from student fees. Any executive officer or the CSG Administrative Coordinator,  
365 by his or her consent and signature, may authorize any expenditure from this account. An additional  
366 1% of the revenue from student fees shall be held in Executive Discretionary as an emergency execu-  
367 tive fund, and shall only be expended provided there is written concurrence of three executive officers  
368 and other funds left in Executive Discretionary. If left unspent at the end of an academic year, the 1%  
369 executive reserve shall be automatically transferred to the Summer Assembly account for the purpose  
370 of student organization funding. The Assembly may authorize additional allocations to this account  
371 through a budget amendment resolution.

372           f. **Commission Discretionary.** The Commission Discretionary account shall be used for the  
373 purpose of allocating funds to Executive Commissions on a rolling basis throughout the semester. The  
374 amount budgeted to the Commission Discretionary account from the General Account by the semester  
375 budget shall be at least \$15,000, but no more than \$25,000. The Treasurer, with the consent of the  
376 Finance Committee Chair, may authorize the transfer of funds from this account to any Executive  
377 Commission account.

378           g. **Legislative Discretionary.** The Legislative Discretionary account shall be used by the  
379 Assembly for expenditures on specific projects, events, activities, or ideas that arise throughout the  
380 semester. The amount budgeted to this account from the General Account by the budget shall be at  
381 least 2%, but no more than 9%, of projected incoming revenue from student fees. It shall act as the  
382 Assembly's funding account and shall only be expended by a majority of the Assembly. Any represen-  
383 tative, executive officer, commission chair, student-at-large, or University community member may  
384 request an allocation from this account. Once authorized, any executive officer and the CSG Admin-  
385 istrative Coordinator shall be authorized signers for disbursements and reimbursements from this  
386 account.

387           h. **Central Student Judiciary.** The Central Student Judiciary Account shall be used as the  
388 general account for the operations of the Central Student Judiciary. Expenditures from this account  
389 are authorized only on a reimbursement basis, with any executive officer or the CSG Administrative  
390 Coordinator as authorized signers for such reimbursements.

391           i. **Executive Commissions.** Each Executive Commission shall have its own account for the  
392 purposes of conducting its operations and commission activities, and together the accounts of each  
393 commission shall form the Executive Commission family of accounts, all bound by the rules contained  
394 herein.

395 i. Expenditures from these accounts shall be conducted on a reimbursement basis, with  
396 any executive officer and the CSG Administrative Coordinator as authorized signers to approve pay-  
397 ments of reimbursements.

398 ii. The Treasurer, by his or her own signature, is authorized to reallocate any amount  
399 among the various Executive Commission accounts with the consent of the participating chairs or  
400 their designees. The Assembly shall have retroactive oversight on these transactions. Upon such a  
401 transfer, the Treasurer is required to, within 24 hours, notify the Finance Committee of the Assembly  
402 and provide details including the amount of and accounts involved with the transfer, as well as the  
403 reasons and circumstances behind it. Upon receipt of such notification, the Finance Committee shall  
404 review it and, pursuant to the Standing Rules of the Assembly, shall make an unfavorable recom-  
405 mendation to the Assembly if it deems it appropriate to do so. If no recommendation is made, the  
406 transaction shall implicitly be considered approved. Upon presentation of such a recommendation,  
407 the Assembly, by a motion, second, and majority vote, may disapprove of the transfer. If such a vote is  
408 successful, the amount of the transfer shall be debited from the Executive Discretionary account and  
409 credited to the account from which the funds were originally transferred.

410 iii. The Assembly shall not have oversight over transfers from the Executive Discretionary  
411 account to any Executive Commission account.

412 iv. Reallocations of any amount from any Executive Commission account to any non-  
413 Executive Commission account constitute amendments to the budget and therefore require a reso-  
414 lution authorizing the transfer be adopted by a majority of the Assembly.

415 v. Reallocations of any amount from any non-Executive Commission account, with the  
416 exception of Executive Discretionary, to any Executive Commission account constitute amendments  
417 to the budget and therefore require a resolution authorizing the transfer be adopted by a majority of  
418 the Assembly.

419 vi. There shall be no required allocation to these accounts from the General Account during  
420 enactment of the budget.

421 j. **Summer Assembly.** The Summer Assembly account shall hold the funds available for the  
422 operation and business of the Summer Student Assembly.

423 i. The funds allocated to this account by the General Account from the budget shall be held  
424 until such time as a Summer Assembly convenes, and shall only be expended by the proper majority  
425 of the Summer Assembly. The Summer Assembly shall have no authority to authorize expenditures  
426 or transfers involving any other account of the Central Student Government.

427 ii. The amount budgeted to this account from the General Account by the budget shall be  
428 at least 6% of projected incoming revenue from student fees.

429 iii. Allocations for student organizations are initiated through summer funding requests  
430 and are allocated on a reimbursement basis by a majority vote of the Summer Assembly.

431 iv. Any executive officer and the CSG Administrative Coordinator shall be authorized sign-  
432 ers on this account.

433 k. **CSG Sponsored Activities.** The CSG Sponsored Activities Account shall be used to hold  
434 the funds of events, activities, or projects that are predetermined at the time of budget preparation.  
435 Allocations from this account are intended for activities, events, or projects that involve the coopera-  
436 tion of CSG as a whole, including both the Executive and Legislative Branches.

437 i. There shall be a minimum allocation of 1% of incoming revenue from student fees to this  
438 account during the enactment of the budget for the purpose of holding funds for potential activities  
439 for CSG to sponsor throughout the semester. Any expenditure for these funds must be authorized  
440 through the adoption of an appropriate resolution, which must include a reference to the proposed  
441 line-item allocations for the event, activity, or project which CSG is considering sponsoring.

442 ii. Due to the unique nature of this account, there is an additional specificity requirement  
443 during the preparation of the budget. If a budget under the consideration of the Assembly proposes  
444 the allocation of funds to this account for a specific activity, event, or project, line-item allocations  
445 must be clearly displayed on the budget resolution in order for it to be adopted.

446 **1. Student Organization Funding.** The Student Organization Funding accounts shall con-  
447 sist of all funds reserved for allocation to registered student organizations at the University of Michi-  
448 gan. A secondary account is hereby authorized and titled Community Service Funding and shall  
449 reserve Student Organization Funding monies for student organizations with community service ini-  
450 tiatives.

451 i. The amount budgeted to this account this account from the General Account by the bud-  
452 get shall be at least \$105,000.00 or 42% of projected incoming revenue from student fees, whichever  
453 is greater. Of these funds, 30% must be set aside for Community Service Funding.

454 ii. Expenditures from both accounts are conducted on a reimbursement basis, with any  
455 executive officer and the CSG Administrative Coordinator as authorized signers, once an allocation  
456 has been adopted in a resolution by the Assembly.

457 iii. Funds from both accounts are the only funds that may be transferred to registered  
458 student organization SOAS accounts.

459 **3. Enacting the Budget.** The Treasurer shall prepare the annual budget in consultation with  
460 the executive officers and with the assistance of the administrative coordinator and CSG financial  
461 advisor. Committee, commission and select committee chairs must submit a budget proposal to the  
462 Treasurer for review no later than two (2) weeks into the fall term or no later than one (1) week prior  
463 to the start of the winter term. The Treasurer shall propose the two (2) term budgets to the Assembly  
464 no later than the third meeting of the Fall and Winter terms. It shall be approved upon a motion, a  
465 second and a majority vote.

466 **4. Amendments to the Budget.** The annual budget may be amended by the Assembly by a  
467 motion, second, and majority vote.

468 **5.** The Treasurer must hold an open meeting on each term's proposed budget at least seven (7)  
469 days before the vote on the budget is set to be voted upon.

470 **6. Financial Status Report.** Pursuant to Article III, the CSG Treasurer shall begin preparing  
471 a Financial Status Report at the end of each Winter semester that details the result of the annual  
472 budget. This report must include the following items: the budgeted expenditures of each account, the  
473 actual amount expended in each account, the balance of each account at the end of the academic year,  
474 and the total balance carry-forward to next fall. This report shall be submitted to the Speaker, Vice  
475 Speaker, and Chair of the Finance Committee of the Assembly as soon as possible, but no later than  
476 the start of the subsequent Fall term. It shall be used by the Assembly in considering the subsequent  
477 annual budget.

## 478 **B. Disbursements.**

479 **1. Committee, Commission, and Select Committees.**

480 a. The chair of a committee, commission, or select committee may spend money from that  
481 committee, commission or select committee account only with the consent and signature of an execu-  
482 tive officer. Committee, commission and select committee chairs may only spend money allocated to  
483 them on the specific projects that the money was allocated for.

484 i. \$150 with the consent and signature of an executive officer;

485 ii. \$250 with the consent and signature of an executive officer and the a two-thirds vote of  
486 the Executive Committee;

487 iii. any amount with the consent and signature of an executive officer and the approval of  
488 a majority of the Assembly.

489 b. \$100 from each committee, commission, and select committee account may be used by  
490 the chair for making copies, and need not require approval of an executive officer. If this \$100 is  
491 exhausted, additional funds from that committee, commission, or select committee account may be  
492 used for copies with the consent of an executive officer.

493 c. **Reimbursement.** Upon presentation of the appropriate receipts, the Administrative Coor-  
494 dinator will reimburse the committee, commission, or select committee chair for expenditures. The  
495 amount reimbursed shall not exceed the amount allocated to the committee or commission, and must  
496 conform to the conditions under which the expenditure was approved.

497 d. Alterations to an individual committee, commission or select committee budget after the  
498 CSG budget has been passed through the budget enacting process must be approved by the Executive  
499 Officers.

500 2. **Operations Disbursements.** Any executive officer, by her consent and signature, may autho-  
501 rize the allocation of up to \$250 from the Operations account for supplies without the prior authoriza-  
502 tion of the Assembly.

### 503 3. **Payroll Disbursements.**

504 a. Any executive officer, by her consent and signature, may authorize the disbursement of  
505 salary from the Payroll Account to part-time CSG staff without the prior authorization of the Assem-  
506 bly.

507 b. The Director or Assistant Director of the Office of Student Activities and Leadership, by  
508 her consent and signature, may authorize the disbursement of salary from the Payroll Account to  
509 full-time CSG staff without prior approval of the Assembly.

### 510 4. **Authorized Account Signatures.**

511 a. Expenditures from any CSG account shall require two authorized signatures. All CSG ex-  
512 ecutive officers and the CSG Administrative Coordinator shall be authorized to approve expenditures  
513 from every CSG account. Committee, commission, and select committee chairs shall be authorized  
514 to approve expenditures only from that committee, commission, or select committee account. Persons  
515 acting as chair shall not be authorized to approve expenditures from any account.

516 b. The Assembly, upon a motion, second, and a vote, may authorize any person to approve  
517 expenditures from any CSG account.

518 5. **Disbursements to External Organizations.** Per Article VI, Section H of the All-Campus  
519 Constitution, no disbursement from any CSG account to an external organization shall be approved  
520 without a majority vote of the Assembly.

**Article VI**  
**Elections**

**A. Definitions.**

1. "Election Code" shall mean Article VI of the Compiled Code.
2. "Candidate" shall mean a person seeking office in an election, and a President – Vice President pair seeking those offices in an election.
3. "Candidate-Elect" shall mean any eligible student selected to run in an Election on the Election ballot.
4. "Campaign" shall mean supporting, endorsing, advertising, or aiding the election of any candidate.
5. "Candidates' Meeting" shall mean a preliminary meeting that all interested election candidates must attend before the campaign period starts. The meeting is mandatory for all those who apply for candidacy and wish to appear on the election ballot. Failure to attend the meeting may result in an automatic assessment of 1 demerit for the candidate, to be given by the University Elections Commission.
6. "Demerit" shall mean a mark awarded against a candidate and/or party for fault or offense that is in violation of the Election Code. Any candidate who accrues 5 or more demerits will be removed from the election. If any party receives 10 or more demerits, the party, including all candidates affiliated with said party, will be automatically removed from the election. Demerits will be assessed by the University Elections Commission.
7. "Referendum" shall mean any referendum, initiative, recall, or constitutional amendment to be voted upon by students in an election.
8. "Party" shall mean a group of candidates for President, Vice President, or representative identified by a common party name on the election ballot.
9. "Days before the start of the election" shall mean the number of days before the first day on which voting is scheduled to occur.
10. "Complaint" shall mean any document delivered to the Election Director alleging a violation of any rule in the Election Code.
11. "Student-at-large" shall mean any student not currently a representative, commission chair, a justice on the Central Student Judiciary, an executive, a member of the University Elections Commission, the election director or select committee chair on CSG, nor a candidate seeking office in an election.
12. "Email" shall mean any piece of digital communication sent by a candidate, candidate's agent, a party, or a party's agent and received by another individual. Emails sent to groups, aliases, or listservs will be counted once per recipient.

**B. Election Schedule.**

1. **Election Dates.** The Assembly shall schedule two annual elections, one in March and one in November. The Student General Counsel shall recommend to the Assembly the dates on which to schedule the elections. Each election must be held for two consecutive weekdays occurring no earlier than five weeks before the last day of classes for each semester.



## 2. Election Deadlines.

a. No later than 42 days before the start of the election, the Student General Counsel will submit her nominations for Election Director and University Elections Commission to the University Council.

b. No later than 30 days before the start of the election, the Election Director shall make candidacy applications available in the CSG office and shall begin advertising the CSG election.

c. No later than 31 days before the start of the election, the Assembly may approve any amendments to the Election Code.

d. No later than 5:00 pm 16 days before the start of the election, candidates-elect must file their candidacy applications with the Election Director, Backup Election Director, Administrative Coordinator, or full/part time staff employed by the University for CSG purposes. The Election Director may set the filing date prior to 5:00 PM 16 days before the start of the election.

e. No later than 16 days before the start of the election, the Election Director shall hold a required meeting of all candidates and the campaign period shall commence at the close of the meeting.

f. No later than 12 days before the start of the election, an official sample ballot will be posted on the voting website and in the CSG office.

g. No later than 12 hours after the end of the election, the Election Director shall deliver unofficial results to all candidates, current CSG Representatives and Executives, CSJ Justices, and the Michigan Daily via email.

h. No later than 12 hours after the Election Director delivers unofficial results for the election, any election grievances must be delivered to the Election Director.

i. No later than 24 hours after any decision of the University Elections Commission, any appeal of that University Elections Commission decision must be delivered to CSJ.

j. At the first Assembly meeting after the end of the election, the Election Director shall announce official election results.

k. Ten days after the certification of the official election results by the University Elections Commission, the term of incumbent representatives shall expire and the term of newly-elected representatives shall commence.

**3. Suspension of Deadlines.** The Assembly may by a two-thirds vote suspend or change the deadlines above at any time. If such a suspension or change is achieved, all relevant parties and organs shall be notified.

## C. Election Staff.

### 1. Election Director.

a. **Eligibility.** The Election Director must be a currently-enrolled University student and not a member of CSJ, nor a representative, executive officer, commission chair, or select committee chair on CSG, nor a candidate in any election during which she will also serve as Election Director.

598           **b. Appointment.** The Student General Counsel shall appoint an Election Director with the  
599 advice and consent of the University Council. A majority vote shall be required to confirm the nomi-  
600 nation. If the nomination is rejected by the University Council, the appointment process shall recom-  
601 mence.

602           **c. Removal.** Any member of the Assembly or of the University Council may seek the removal  
603 of the Election Director, who may be removed either by the SGC or by a majority of the Assembly. If  
604 the Election Director is removed, the appointment process shall recommence and the Backup Election  
605 Director shall serve as the Interim Election Director in the mean time, assuming all duties and powers  
606 of the Election Director.

607           **d. Duties.**

608           i. The Election Director shall make weekly reports to the Assembly beginning the week  
609 following her confirmation and ending the week after the election ends.

610           ii. The Election Director shall consult the Office of the Registrar to verify the enrollment  
611 status of all candidates and ensure that all candidates fulfill the requirements of the Constitution and  
612 of the Election Code.

613           iii. The Election Director shall advertise the CSG election in coordination with the Com-  
614 munications Commission, the University Elections Commission, the Assembly, and the University  
615 Council.

616           iv. The Election Director shall prepare and make available in the CSG office candidacy  
617 applications.

618           v. Candidates shall be informed of any Election Code changes made by the Assembly after  
619 candidacy applications are available.

620           vi. The Election Director shall schedule, preside at, and announce at least 48 hours prior  
621 to its commencement, a meeting of all candidates.

622           vii. The Election Director shall be responsible for ensuring the correct operation of the  
623 voting website and the candidate information website.

624           viii. The Election Director shall be available in person, by phone, or by some means of  
625 electronic communication during the election period, and shall promptly respond to any questions  
626 received from candidates.

627           ix. The Election Director shall preside over meetings of the University Election Commis-  
628 sion.

629           **2. University Elections Commission.**

630           **a. Composition.** The University Elections Commission shall be composed of at least five en-  
631 rolled students, including at least one member from the Assembly and at least one member from the  
632 University Council. No candidate may serve on the University Elections Commission.

633           **b. Appointment.** The Student General Counsel shall submit nominations for membership  
634 on the University Elections Commission to the University Council, which may approve all, none, or  
635 any of the nominations, and may amend the composition of the University Elections Commission.  
636 Confirmation of the University Elections Commission shall be upon a motion, second, and majority  
637 vote of the University Council.

638 c. **Removal.** The University Council or the Assembly may, by a two-thirds vote, remove any  
639 member of the University Elections Commission. If a removal from the University Elections Commis-  
640 sion results in an University Elections Commission membership that does not meet the requirements  
641 of the Election Code, the appointment process shall recommence but normal operations of the Univer-  
642 sity Elections Commission shall not be halted in the interim.

643 d. **Meetings.** The University Elections Commission shall meet as necessary. Quorum will be  
644 defined as greater than 50 percent of members being present. The Election Director may be counted  
645 toward quorum.

646 e. **Duties.**

647 i. The University Elections Commission shall assist the Election Director in fulfilling her  
648 obligations and executing the election.

649 ii. The University Elections Commission will hear and decide upon all election complaints.

650 f. **Record Keeping.** A record must be kept of all meetings, opinions, and hearings of the  
651 University Elections Commission.

652 3. **Backup Election Director.**

653 a. **Eligibility.** The University Elections Commission shall elect a Backup Election Director  
654 from among its own membership.

655 b. **Duties.**

656 i. The Backup Election Director will serve as a voting member of the University Elections  
657 Commission and shall serve as the Secretary of the Board.

658 ii. The Backup Election Director will serve temporarily as the Election Director in such  
659 instances where asked to do so by the Election Director or when the Election Director is unable to  
660 fulfill her duties.

661 c. **Removal.** Any member of the Assembly or of the University Council may seek the removal  
662 of the Backup Election Director, who shall be removed by a two-thirds majority vote of the University  
663 Council or the Assembly.

664 **D. Election Publicity.**

665 1. All elections conducted by CSG must be advertised to students.

666 2. The Election Director, with the assistance of the University Elections Commission, must send  
667 at least one email to all enrolled students advertising, at minimum, the election dates, voting website  
668 address, and hours of operation of the voting website.

669 **E. Candidacy Applications, and Candidate and Party Names.**

670 1. **Candidacy Applications.**

671 a. **Contents.**

672 i. **Personal Application.** The candidacy application shall contain a personal application  
673 that shall require every candidate to provide her name as it is to appear on the ballot, her current  
674 local address, her current local telephone number, her email address, her UM ID number, her school(s)  
675 of enrollment, and her school of candidacy.

676           ii. **Receipt.** The candidacy application shall contain a receipt, which shall be signed by  
677 the Election Director, Backup Election Director, or Administrative Coordinator upon receipt of the  
678 candidacy application and returned to the candidate for verification.

679           iii. **Party Application.** The candidacy application shall contain a party application which  
680 shall require candidates who wish to run in a party to set forth the name of the party, and the name  
681 and dated signature of every candidate wishing to run in that party. A party need only submit a single  
682 party application.

683           iv. **Signatures.** Every application submitted must bear the signatures and dates of signa-  
684 tures of every candidate named in the application.

685           v. **Candidate Oath.** Every candidate-elect will sign a statement attesting to the fact that  
686 all information provided by the candidate-elect is truthful to the best of her knowledge and that she  
687 was an enrolled student at the University of Michigan's Ann Arbor campus by the end of the third  
688 week of the semester containing the election in question.

689           vi. **Informative Material.** The candidacy application shall contain informative material  
690 which may be retained by the candidate. At a minimum, this material must include: an election  
691 calendar with appropriate deadlines clearly marked; a complete list of positions to be elected; a copy  
692 of the rules regarding elections and canvassing in Residence Halls; and information on how to access  
693 the ITS acceptable use policies; a copy of the Election Code.

694           b. The Candidates packet and application may be jointly prepared by the Election Director  
695 and the Student General Counsel. These materials must be approved by the University Elections  
696 Commission.

## 697       2. **Candidate and Party Names.**

698           a. Candidates who choose to run in a party will be identified on the ballot by their common  
699 party name.

700           b. Candidate and party names must be fully written out, with the exception of common abbrevi-  
701 ations, with the first letter of each word capitalized, with the exception of articles, connectors, and  
702 prepositions, and the remainder of every word in the party name in lower case.

703           c. A party name may be in all upper-case letters if it is an acronym.

704           d. No party name may be longer than 100 characters, including spaces and punctuation.

705           e. No party name may consist solely of or begin with the word "independent".

706           f. No candidate may use a name on the ballot that is not her own. A candidate who wishes her  
707 nickname to appear on the ballot may spell her nickname in between her real first and last names.

708           g. **Previously Used Party Names.** No party may choose the name of another party that  
709 was properly filed in any election within four years prior to the current election without the written  
710 authorization of a majority not greater than five of the candidates who ran with that previous party.

711           h. **Deceptive Party Names.** No party may use a deceptive party name.

712           i. Party names shall be posted by the Election Director within 24 hours after the deadline  
713 for filing candidacy applications.

714           ii. Challenges to party names must be submitted to the Election Director within 24 hours  
715 of the posting of the registered party names.

716           iii. The University Elections Commission shall decide whether a party name is deceptive,  
717 and if it so finds shall allow the party 24 hours in which to submit an alternate party name.

718           iv. Replacement party names may also be challenged.

719           i. **Size Limitation.** No party may run more candidates for any school or college than there  
720 are seats available to be elected from that school or college.

721           j. **Conflicting Applications.** No candidate shall run with more than one party. Any candidate  
722 who signs more than one party application shall not be placed on the ballot as a candidate. No  
723 candidate shall run simultaneously as an independent and with a party.

724           k. In the process of randomizing party and candidate names on the online voting ballot, inde-  
725 pendents shall be grouped together and randomized as if they were another party.

726           3. **Withdrawal of Candidacy.** Any candidate may withdraw from the election by submitting a  
727 written request to the Election Director no later than 8 days prior to the election. A candidate who  
728 withdraws from the election but is nonetheless elected shall have the status of a resigned member of  
729 the Assembly.

730           4. **Simultaneous Candidacies.** Candidates may not run for more than one electable CSG posi-  
731 tion simultaneously.

## 732 **F. Demerit System**

733           1. All campaigns to serve on the Central Student Government shall be subject to the rules and  
734 regulations found in this article of the Compiled Code.

735           2. At any point after the official start of the campaign period, the University Elections Commis-  
736 sion may assess demerits to individual candidates and / or parties for the violations listed within this  
737 article of the Compiled Code.

738           3. Any candidate who accrues 5 demerits in a specific election will be automatically removed from  
739 the election. If any party receives 10 or more demerits, the party, including all candidates affiliated  
740 with said party, will be automatically removed from the election.

741           4. Both candidates and parties may appeal the assessment of demerits to CSJ.

742           5. The University Elections Commission may assess demerits outside of the guidelines specified  
743 in this article if it finds sufficient cause to do so given by mitigating factors, extreme circumstances,  
744 or a lack of intent on the part of the accused.

## 745 **G. Campaign Rules.**

746           1. **Campaign Period.** The campaign period should commence immediately following the Can-  
747 didates' Meeting with the Election Director, no later than 16 days before the start of the election.  
748 Campaign rules shall apply from the start of the official campaign period until the newly elected rep-  
749 resentatives are seated. The existence of the official campaign period shall not prohibit candidates  
750 from campaigning before the campaign period.

751           2. **University Policies.** The Election Director shall encourage all candidates to read and become  
752 familiar with all relevant university and residence hall policies that may be affected by their cam-  
753 paigns. The University Elections Commission may only hold candidates responsible for adhering to  
754 the Election Code, and may not hold candidates responsible for violations or alleged violations of any  
755 university policy not listed in the Election Code.

756       **3. CSG Endorsements Prohibited.** Neither the Assembly nor any of its committees, commis-  
757 sions, select committees, University Elections Commission, nor Election Director shall endorse any  
758 candidate in any election. As individuals, members of CSG may endorse the candidacy of any candi-  
759 date in any election. Members of the University Elections Commission may not endorse the candidacy  
760 of any candidate or party.

761       **4. Campaign Rules.**

762           **a. Minor Infractions.** Any violation will result in the assessment of one to two demerits.

763               **i. Identification.** All printed campaign material must be identified, at minimum, by a  
764 statement in the form: “Paid for by <address>”, where <address> is a valid email address of the  
765 candidate or party. Buttons and clothing are exempt from this rule. A violation shall be considered for  
766 every 50 pieces of campaign material per day. No more than four violations may be assessed within  
767 24 hours of notifying the candidate.

768               **ii. Prohibited Posting Areas.** No campaign materials may be affixed on or in any Uni-  
769 versity building. Residence halls and designated posting areas in University Buildings are excepted  
770 from this rule. No more than one violation may be assessed per day.

771               **iii. Tampering with Campaign Material Prohibited.** No candidate may move or ob-  
772 scure the campaign material of another candidate or party. A student removing campaign material  
773 from her private property is not in violation of this rule.

774               **iv. Implying Elected Incumbency.** No printed campaign material for any candidate may  
775 imply incumbency if the candidate is not a current representative on CSG. Candidates appointed to  
776 CSG may use the word “retain” on their printed campaign material but may not use the word “re-  
777 elect”. No more than one violation may be assessed per day.

778               **v. Not Attending a Mandatory Candidates’ Meeting.** Candidates wishing to be placed  
779 on the ballot and having submitted a complete candidacy application on time that fail to attend a  
780 mandatory candidates’ meeting shall be in violation of this rule. Candidates may not be found to be  
781 in violation of this rule more than once per election cycle.

782           **b. Major Infractions.** Any violation will result in the assessment of two to four demerits.

783               **i. Unauthorized Endorsement.** Any campaign material claiming endorsement from any  
784 person or group of people that is not authorized by that person or group of people must include a  
785 disclaimer in the form: “Not authorized by <name>”, where name is the name of the person or group  
786 of people from whom endorsement is claimed. Candidates and parties may imply endorsement by  
787 securing and retaining written permission from the person or group of people from whom endorsement  
788 is claimed. No more than one violation may be assessed per day.

789               **ii. Destruction of Campaign Material Prohibited.** No candidate may destroy, deface,  
790 remove, or alter the campaign material of another candidate or party. A student removing campaign  
791 material from her private property is not in violation of this rule.

792               **iii. Influencing a Student While Voting Prohibited.** No candidate may influence any  
793 student while the student is voting. The mere presence of a candidate in the vicinity of a voter while  
794 voting shall not constitute a violation of this rule.

795           iv. **Inappropriate and Irresponsible Use of Email Privileges Prohibited.** No party  
796 or candidate may knowingly send an unsolicited electronic communication or email to members of  
797 the University Community. The following actions will also be prohibited under this rule: harvesting  
798 addresses from the University of Michigan online directory, running unsolicited mass-mail programs,  
799 sending campaign email to individuals that are not students, and sending campaign email to groups  
800 or email lists that the sender does not own.

801           c. **Egregious Infractions.** Any violation will result in the assessment of at least 4 demerits.

802           i. **Defacement Prohibited.** No campaign material may be affixed to any surface that  
803 would be permanently and seriously damaged by the campaign material or the material used to affix  
804 or attach the campaign material. No campaign material may be affixed to paint or glass in any  
805 University building, except where permitted by University policy.

806           ii. **Preventing Voting Prohibited.** No candidate may prevent any student from lawfully  
807 voting.

808           iii. **Bribery Prohibited.** No candidate may promise or offer compensation, monetary or  
809 otherwise, in exchange for vote(s). Campaign pledges shall not constitute violations of this rule. The  
810 distribution of campaign material to voters shall not constitute a violation of this rule.

811           iv. **Fraudulent Voting Prohibited.** No candidate may cast any ballot on behalf of another  
812 student. No candidate may log into the voting website using any unqiename that is not her own.

#### 813 **H. Penalties for the Violation of Campaign Rules.**

814           1. **Jurisdiction.** The University Elections Commission shall hear cases involving the alleged vio-  
815 lation of any campaign rule, and shall meet to determine whether demerits should be assessed against  
816 any candidate(s) or party(ies).

817           2. **Exclusivity of Campaign Rules.** No single piece of campaign material may violate more than  
818 one campaign rule. All campaign rules shall be mutually exclusive. No candidate or party may be in  
819 violation of more than one campaign rule for a single act or campaign material.

#### 820 **3. Assessment of Demerits.**

821           a. Demerits will be assessed based on their classification as described in Section G above.

822           b. The University Elections Commission may assess demerits outside of the guidelines spec-  
823 ified in this article if it finds sufficient cause to do so given by mitigating factors, extreme circum-  
824 stances, or a lack of intent on the part of the accused.

#### 825 **c. Violations by a Candidate.**

826           i. If the University Elections Commission determines that a candidate has violated a cam-  
827 paign rule, the University Elections Commission may assess demerits against that specific candidate.

828           ii. If the University Elections Commission determines that a candidate has violated a  
829 campaign rule in coordination with a party and decides to assess demerits against that candidate, the  
830 University Elections Commission may assess demerits against both the party and the candidate.

#### 831 **d. Violations by a non-Candidate.**

832 i. If the University Elections Commission determines that a campaign rule has been vio-  
833 lated by someone other than a candidate and decides to assess demerits for the violation of the rule,  
834 the University Elections Commission must first determine whether or not the rule was violated by a  
835 person working in coordination with a candidate, more than one candidate, or a party.

836 ii. If the University Elections Commission determines that the campaign rule was violated  
837 by a person working in coordination with only one candidate, the University Elections Commission  
838 may assess demerits only against that specific candidate.

839 iii. If the University Elections Commission determines that the campaign rule was vio-  
840 lated by a person working in coordination with more than one candidate, the University Elections  
841 Commission must assess the demerits at full value against all offending candidates.

842 iv. If the University Elections Commission determines that the campaign rule was violated  
843 by a person working in coordination with a party, the University Elections Commission must assess  
844 the demerits at full value against the party.

#### 845 4. Election Complaint Procedures.

##### 846 a. Receipt and Disbursement.

847 i. Any student may file a complaint with the Election Director alleging a violation of the  
848 campaign rules. Upon receipt of the complaint, the Election Director shall immediately deliver copies  
849 of the complaint to all of the named respondents, to the members of the University Elections Commis-  
850 sion, to the Student General Counsel, and to the Chief Justice of the Central Student Judiciary.

851 ii. Neither the Election Director nor any member of the University Elections Commission  
852 may file a complaint with the Election Director.

853 iii. Complaints must set forth the names of the respondent(s), the salient facts upon which  
854 the complaint is based, and clearly identify the campaign rule that has been allegedly violated.

855 b. **Withdrawal.** At any time during the complaint process, the petitioner of the complaint may  
856 withdraw the complaint. Upon withdrawal, the complaint is canceled and may not be heard by the  
857 University Elections Commission. A complaint that has been withdrawn may not be reinstated.

##### 858 c. Joinder Procedural.

859 i. Within 24 hours of a complaint, the Election Director may, upon receipt of additional  
860 complaints against a candidate/party, join concurrent/duplicate complaints where he/she sees neces-  
861 sary.

862 ii. Prior to the preliminary hearing, if a petitioner felt that their complaint was wrongfully  
863 joined by the Election Director, they may appeal the decision to join their complaint by submitting a  
864 written brief, which is to be reviewed by the UEC.

865 iii. If following a preliminary hearing, the election director finds that a petitioner(s)â  
866 complaint should have been joined with another complaint that was already heard, and all the criteria  
867 were initially met to join that complaint, that petitioner shall be considered to have had standing in  
868 the original hearing.

869 iv. Withdrawal of a complaint by a single petitioner only withdraws their single com-  
870 plaint and not the entire Joined complaint.



871           d. **Submission of Respondents Brief.** A respondent need not submit a written brief, but  
872 may file such a written brief within 24 hours of her receipt of the complaint. Failure to respond in  
873 writing shall not waive the respondent's right to defend herself against the allegation.

874           e. **Preliminary Hearing.**

875           i. Within 48 hours of receipt of the respondent's brief, or the expiration of respondent's 24-  
876 hour deadline, the Election Director shall hold a preliminary hearing. The petitioner and respondent  
877 shall both be notified of the date, time, and location of the preliminary hearing, which shall be open  
878 to the public. The preliminary hearing may not commence without the attendance of a quorum of the  
879 University Elections Commission.

880           ii. At the preliminary hearing, the petitioner shall have ten minutes to present an oral  
881 argument in support of the complaint, after which the University Elections Commission may ask  
882 questions of the petitioner and, if present, the respondent.

883           iii. Prior to the conclusion of the preliminary hearing, the University Elections Commis-  
884 sion may order an investigation into the allegations raised in the grievance. This investigation may  
885 be performed by members of the University Elections Commission or designated members of the Uni-  
886 versity community with specific areas of expertise relevant to the investigation, as seen fit by the  
887 University Elections Commission. Results of any Judiciary-ordered investigation will be made known  
888 to all parties and shall be concluded prior to a full hearing by the Board.

889           iv. After the preliminary hearing, the University Elections Commission shall retire to a  
890 meeting, which shall be open to the public, at which the University Elections Commission shall decide  
891 whether the complaint is (a) likely to be true, and (b) if true, would result in the assessment of any  
892 demerits. The complaint process shall not proceed unless the University Elections Commission finds  
893 both elements to exist.

894           v. After the University Elections Commission meeting, the Election Director shall notify  
895 the petitioner and respondent in writing of the University Elections Commission decision, and shall,  
896 if necessary, schedule a hearing to take place within 24 hours of the preliminary hearing.

897           f. **Burden of Persuasion.** At all stages of the complaint process, the University Elections  
898 Commission and CSJ shall assume that the allegations set forth in the complaint are not true. At all  
899 stages beyond the preliminary hearing, the petitioner shall have the burden of proof of showing that  
900 the allegations set forth in the complaint are true beyond a reasonable doubt.

901           g. **Use of Precedent.** The University Elections Commission, where possible, will abide by the  
902 prior rulings of the UEC to aid in their decisions. In opinions they should explain why they deviated  
903 from precedent or why penalties outside the guidelines were assessed.

904           h. **Hearing.**

905           i. The hearing shall not commence without the attendance of a quorum of the University  
906 Elections Commission.

907           ii. The petitioner will be given five minutes to make an opening statement in support of  
908 the complaint, after which the respondent will be given five minutes to make an opening statement  
909 against the complaint.

910           iii. The petitioner shall present her case first, and shall have thirty minutes to make a  
911 case in support of the complaint. The respondent shall then present her case, and shall have thirty  
912 minutes to make a case against the complaint.

913           iv. The petitioner shall be given ten minutes to make a closing argument in support of the  
914 complaint, after which the respondent shall be given ten minutes to make a closing argument against  
915 the complaint.

916           v. After the hearing, the University Elections Commission shall retire to a meeting. The  
917 decision of the University Elections Commission must be written, and must be delivered to the peti-  
918 tioner and the respondent within 36 hours of the hearing.

919           vi. Failure of the University Elections Commission to reach a decision in the matter shall  
920 result in a cancellation of the complaint, which shall not be further pursued by the University Elec-  
921 tions Commission. Failure of the University Elections Commission to deliver a written opinion to  
922 the petitioner and respondent within 36 hours of the hearing shall result in a cancellation of the  
923 complaint, which shall not be further pursued by the University Elections Commission.

924           i. **Removal.** Any candidate against whom five or more demerits have been assessed shall  
925 be removed from the election. If any party receives 10 or more demerits, the party, including all  
926 candidates affiliated with said party, will be automatically removed from the election. If a candidate  
927 is removed after the start of voting, all votes for the candidate are forfeited.

928           j. **Warning.** The University Elections Commission may find a candidate or party in violation  
929 of the campaign rules but nonetheless assess no demerits against the candidate or party.

930           k. **Appeals.** The respondent and/or petitioner may appeal any decision of the University Elec-  
931 tions Commission to CSJ.

## 932 **I. Post-Election Procedure.**

933           1. **Eliminating Derogatory Write-In Votes.** Immediately following the completion of the elec-  
934 tion, the University Elections Commission shall review the election results and eliminate any write-in  
935 responses they deem to be inappropriate and/or offensive.

936           2. **Release of Results.** Unofficial results, with derogatory write-in votes deleted but noting the  
937 number of derogatory write-in votes that were removed, are to be released to candidates and parties  
938 no later than 24-hours after the completion of the election. Official results, noting the number of  
939 write-in votes deemed derogatory and removed, shall be posted on the CSG website with 24 hours of  
940 being confirmed by the University Elections Commission.

941           3. **Seating of New Members.** Newly elected members and officers of CSG will begin their term of  
942 office ten days after the certification of the results by the University Elections Commission. If results  
943 are unable to be certified in whole, they may be certified on a school or college basis. CSG officers  
944 and members will remain in office until the seating of their successors (unless removed from office by  
945 methods specified in the All-Campus Constitution).

946           4. **Oath of Office** The President will, before beginning his/her term in office, swear to affirm the  
947 following oath: "I promise to faithfully execute the office of Central Student Government President."  
948 This oath will be administered by the Chief Justice of the Central Student Judiciary. The Executive  
949 Vice President will, before beginning his/her term of office, swear to affirm the following oath: "I  
950 promise to faithfully execute the office of Central Student Government Vice President." This oath will  
951 be administered by the Associate Chief Justice of the Central Student Judiciary.

952           5. **Appeals in Progress.** While appeals to CSJ are being pursued, the decision of the University  
953 Elections Commission and/or Election Director is in force unless CSJ stays their decision.

954 **6. Debriefing the Assembly.** The Election Director shall debrief the Assembly of the election no  
955 later than two weeks following the completion of the election. If there is an appeal in progress, the  
956 debrief shall occur at the next CSG General Assembly meeting once the appeal has been settled.

957 **J. Petitions and Ballot Questions.** This section applies to all questions placed on the ballot in an  
958 CSG election. All restrictions applying to candidates also apply to anyone campaigning for a ballot  
959 question. However, in cases of conflict, this section supersedes the Election Code.

960 1. A ballot question is any referendum, initiative, referral or recall question or constitutional  
961 amendment question (regardless of method of initiation) to be voted upon in an election.

962 2. Any ballot question to be placed on the ballot must be submitted to the Election Director at least  
963 25 days before the election. The Election Director will notify CSJ of any ballot questions submitted by  
964 CSG or by petition.

965 a. In the case of a petition, two copies of the petition, including the original document, shall  
966 be submitted to the Election Director, for distribution to the CSG Program Manager and CSJ.

967 3. CSJ will examine each ballot question at a hearing no later than 16 days before the election  
968 to verify that the ballot question complies with the provisions of the Compiled Code and the CSG  
969 Constitution, is worded in a manner that is accurate, fair, concise, and reflective of the content of  
970 the amendment or legislation (or meets the requirements for a recall question), and (in the case of  
971 petitions) is in the proper form. CSJ can only bar a referendum question which fails to meet these  
972 requirements; it cannot bar a question from the ballot because it dislikes the legislative goals. Any  
973 appeal of the CSJ decision must be filed within 24 hours of the decision, and CSJ will resolve the  
974 appeal no later than 14 days before the election.

975 4. **Form of Petitions.** All petitions for ballot questions will be in the form outline below. A petition  
976 sponsor should consult with the Rules Committee or the SGC if he/she has any questions concerning  
977 the proper form of a petition. Responsibility for complying with the provisions of this Code falls upon  
978 the sponsor, and ignorance, error, misinterpretation or mistake of law is not an excuse for failure to  
979 comply. Petitions may either be paper-based or electronic. Electronic petitions must use UPetition, an  
980 official petition service available via the Central Student Government website.

981 a. **Paper-based Petitions.**

982 i. **Title.** The title of the petition will be stated entirely in uppercase letters at the top of  
983 each page of the petition.

984 ii. **Text.** Following the title, the petition will contain the full and exact text of the question.  
985 The question must be worded in a manner that is accurate, fair, concise, and reflective of the content  
986 of the amendment or legislation (or meet the requirements for a recall question).

987 iii. **Signatures.** Below the full text on each page of the petition will appear the words,  
988 "We, the undersigned currently enrolled students, petition for a campuswide vote on the proposal  
989 above." Each petition will have a column for the signature of the student, his/her printed name,  
990 his/her student identification number, and his/her unickname.

991 iv. **Circulator's Statement.** At the bottom of each page of a petition there will be the  
992 following statements: "I have circulated this petition and believe all of the signers to be currently-  
993 enrolled students." The petition will be signed by the circulator with his/her printed name, unickname,  
994 and date upon which the petition was circulated. The petition will also state the names of official  
995 sponsors of the petition.

996           **b. Electronic Petitions via UPetition**

997           i. **Title.** The title of the petition must be clear and relevant to the petition.

998           ii. **Text.** The full and exact text of the question must appear on the petition page within  
999 the “Petition Text” area. The question must be worded in a manner that is accurate, fair, concise,  
1000 and reflective of the content of the amendment or legislation (or meet the requirements for a recall  
1001 question).

1002           iii. **Signatures.** The petition text must conclude with the words “We, the undersigned cur-  
1003 rently enrolled students, petition for a campus-wide vote on the proposal above.” Each unqiename  
1004 presented on the petition page as a signer (those having logged in with their University of Michigan  
1005 credentials and clicking to sign) shall constitute a signature.

1006           iv. **Request for Electronic Petition Certification.** The petition sponsor shall request a  
1007 document from the Student General Counsel including the name of the petition sponsor, the petition  
1008 title, petition text, and a numbered list of all individuals having signed the petition as of the time at  
1009 which the document is created. Each individual on said list shall be represented by their unqiename,  
1010 followed by their name (if available). The document shall also include a signed statement certifying  
1011 the validity of the signatures, to the best of the SGC’s knowledge.

1012           c. **Distribution of Signatures.** Any question to be placed on the ballot by petition must ob-  
1013 tain the support of 1000 currently-enrolled students at the University of Michigan, Ann Arbor. No  
1014 more than 80% of the signatures can be from one school or college.

1015           d. **Certification of Petitions.** CSJ, with the election staff, will examine each petition for a  
1016 ballot question, verifying whether the petition has met the requirements stipulated above. Student  
1017 status must be verified by checking no less than 100 of the unqinames online or with the Registrar’s  
1018 Office.

1019           e. **Validity of a Petition.** Parties challenging the validity of a petition will be allowed to  
1020 inspect the petition document.

1021 **K. Seat Apportionment.** Describes the method and manner in which seats will be apportioned  
1022 among schools and divided between terms.

1023           **1. Unit Apportionment.**

1024           a. Only “constituent degree-granting units” (i.e. any school, college, or academic division  
1025 located at the Ann Arbor campus of the University of Michigan that is also authorized to recommend  
1026 to the Board of Regents the granting of degrees as specified in Chapter IX and Chapter XI of the  
1027 Bylaws of the Board of Regents) will receive seats on the Assembly. Students in non-granting units  
1028 will be represented by the school which authorizes their degree (their constituent degree-granting  
1029 unit).

1030           b. Each degree-granting unit will receive one representative for each 800 students or major  
1031 fraction thereof enrolled in the unit. Each degree-granting unit will receive at least one representative  
1032 on the Assembly.

1033           c. The most currently available fall and winter term enrollment data will be averaged for  
1034 determining enrollment. The data comes from the Office of the Registrar’s Term Enrollment and  
1035 Credit Hour Reports; specifically, the “102-Enrollment by Unit, Gender, Class Level” report.

1036 d. The apportionment process will take place during the winter semester prior to the com-  
1037 mencement of elections.

1038 e. Seats shall be apportioned according to the total number of students listed in the report  
1039 for each unit excluding graduate students that receive their degrees from Rackham. Rackham seats  
1040 shall be apportioned according to the total number of graduate students that receive their degrees  
1041 from that school.

## 1042 2. Academic Term Apportionment

1043 a. All full-term seats will be apportioned to the March election.

1044 b. Any seats that are vacant or held by appointment will be up for election as half-term seats  
1045 in the November election.

## 1046 L. Department of Public Safety Oversight Committee Elections.

1047 1. Pursuant to 1990 PA 120, MCL 390.1511, all-campus elections for the two representative  
1048 seats on the Department of Public Safety Oversight Committee shall be held in concurrence with  
1049 the November and March elections.

1050 2. Each election shall seat a student on the DPS Oversight Committee for a period of 1 year, with  
1051 the runner-up acting as the backup Representative should the elected Representative resign.

1052 3. The rules and procedures for this election shall follow the same rules and procedures outlined  
1053 for Central Student Government elections.

## 1054 Article VII 1055 Student Organizations

1056 **A. Student Organization Registration.** A student group seeking registration with CSG must  
1057 comply with all of the CSG rules and regulations required for student organizations. Failure to comply  
1058 with any regulation may result in a termination of the organization's status as a registered student  
1059 organization. A student group is registered automatically upon the receipt by the CSG Administrative  
1060 Coordinator of a qualified application for registration.

### 1061 1. Requirements for Registration.

1062 a. A student organization must have at least 10 currently-enrolled University of Michigan  
1063 students as members.

1064 b. More than half of the total membership of the group must be students currently enrolled at  
1065 the University of Michigan.

1066 c. At least two-thirds of the total group membership must be comprised of University of Michi-  
1067 gan students, alumni, faculty or staff.

1068 d. No member of a student organization can receive personal financial benefit from member-  
1069 ship in the organization.

1070 e. No organization can adopt a name which may be construed by the University community  
1071 as misleading concerning the nature or affiliation of the organization.

1072 f. "The University of Michigan" may not be used in the beginning of any student organization  
1073 name.

1074 g. A new registration form is required for each school year. Groups must update CSG with  
1075 new contacts and authorized signer information as changes occur.

1076 h. An application for registration must include a written description of the organization.

1077 **2. Termination of Registration.** The registration for all student organizations shall terminate  
1078 at the end of September of every year. Registration may also be terminated at any time if the group  
1079 fails to meet the requirements for registration.

1080 a. The termination of a student organization's registration may be initiated by a student's  
1081 filing of a complaint with the Student General Counsel of CSG. The SGC shall, in consultation with  
1082 CSG executives and the relevant parties, determine the merits of the complaint. Should the SGC find  
1083 the organization in violation of registration requirements, he may temporarily terminate recognition  
1084 of the student organization and notify the Assembly, CSJ, SOAS, and the relevant parties. This  
1085 termination is fully appealable to the CSJ.

1086 b. Within four days, the SGC must file a complaint before the Central Student Judiciary  
1087 and submit the case for adjudication. The SGC may submit the case as himself, or on behalf of the  
1088 parties filing the complaint. The student organization will be automatically reinstated as a recognized  
1089 organization at the end of four days if the SGC does not file a complaint. The CSJ may, at its discretion,  
1090 order the student organization reinstated during the adjudication process.

1091 c. Student organizations who are the subjects of CSG recognition complaints shall be provided  
1092 with advice from an appointed representative of the Central Student Judiciary.

## 1093 **B. Office Space Allocation Committee (OSAC).**

1094 **1. Purpose.** The purpose of the Office Space Allocation Committee is to provide University of  
1095 Michigan student organizations with criteria and applications for office space and locker usage. OSAC  
1096 shall reviews applications for space and allocate office space and lockers on the fourth floor of the  
1097 Michigan Union.

### 1098 **2. Composition**

1099 a. OSAC will be composed of 8 student members. These 8 members constitute the voting  
1100 members of OSAC. Quorum shall be a majority of voting committee members. A simple majority shall  
1101 be required for all committee decisions.

1102 b. 3 OSAC members will represent the Michigan Union Board of Representatives (MUBR).  
1103 One of the three representatives must be the Chairperson of MUBR or her designee.

1104 c. 3 OSAC members will represent the Central Student Government. One of the three repre-  
1105 sentatives must be the Vice President of CSG or her designee.

1106 d. 2 OSAC members will be at-large members. The selection of these members is the duty of  
1107 the Campus Governance Committee.

1108 e. In addition to the 8 voting members, the Administrative Coordinator of CSG and a Michigan  
1109 Union representative will attend the meetings of OSAC as non-voting members.

1110 f. The MUBR Chairperson, the CSG Vice President, and the CSG Administrative Coordinator  
1111 will jointly determine the weekly meeting time and place for OSAC.

1112 g. If an OSAC member is absent at more than two OSAC meetings, she will be removed  
1113 from the committee and will automatically be replaced by appointment from the Campus Governance  
1114 Committee.

1115 h. Two transition meetings between the old and new OSAC committees will be held. The  
1116 first meeting will take place within two weeks of the applications being made available. The second  
1117 meeting will occur during the first meeting of the new OSAC in which applications are reviewed.

### 1118 3. Internal Positions

1119 a. The CSG Administrative Coordinator will serve as the chair of OSAC. During all OSAC  
1120 meetings, the chair will maintain order within the committee, keep the committee focused, and vote  
1121 in the event of a tie.

1122 b. OSAC will appoint an Internal Secretary. The Internal Secretary will record the minutes  
1123 from every meeting and keep proper documentation of all activities. The Administrative Coordinator  
1124 shall maintain copies of all documentation.

1125 c. OSAC will also appoint an External Secretary. The External Secretary will serve as a  
1126 correspondent to all parties outside the committee.

1127 d. The Internal and External Secretaries will be elected by the committee through a simple  
1128 majority of open voting.

1129 e. All OSAC members must complete a summary of each application they are assigned to  
1130 review. These summaries will be maintained by the CSG Administrative Coordinator.

### 1131 4. Process.

1132 a. OSAC application materials shall be made available at the beginning of the winter semester.

1133 b. Applications will be due one month after they are made available.

1134 c. OSAC may contact a student organization for more information or clarification of their  
1135 application.

1136 d. No late applications will be accepted. Student organizations which submit a late application  
1137 will be notified immediately that their applications were not accepted.

### 1138 5. Appeals

1139 a. Grounds for appeal will be limited to:

1140 i. deviations from the office space allocation procedure as set forth in this article.

1141 ii. penalties applied by CSG, MUBR or the Union Administration regarding office space  
1142 that are arguably inappropriate for the violation.

1143 iii. non-allocation of office space to a student organization who which correctly followed all  
1144 of the application steps.

1145 b. The Appeals Board will be composed of 1 MUBR member (not included in the allocation  
1146 process), 2 CSG members (not included in the allocation process), one Union Administration member  
1147 (not included in the allocation process), and one student-at-large selected by the Campus Governance  
1148 Committee.

1149 c. The composition of the Appeals Board will be determined within the first two weeks that  
1150 appeals are made available.

1151 d. An appeal must be submitted in writing, with the president, chairperson, or equivalent's  
1152 signature, to the CSG office no later than 5 business days after the original penalty was assessed.

1153 e. The Appeals Board will meet within 2 days of the appeals due date and determine whether  
1154 the appeal has reason to be heard.

1155 f. If the Appeals Board finds a reason for appeals to be heard, appeals will take place over the  
1156 following Saturday and Sunday. Appeal sign-ups will be posted in CSG.

1157 g. The organization requesting the appeal can bring no more than 5 members to the appeal.

1158 h. Only oral presentations with a typed supplement will be considered at the Appeals hearing.

1159 i. The Appeals Board will decide on the appeal no later than 5 days after the conclusion of the  
1160 meeting. The Appeals Board can advise OSAC to reconsider the application, and can ask OSAC to  
1161 meet with the members of the appealing organization for an information review.

1162 j. Deviations from the timeline by an appealing student organization will render the appeal  
1163 null and void.

#### 1164 **C. Ex-Officio Representation**

1165 1. A group wishing to attain an ex-officio seat shall submit a list of first name, last name, and  
1166 email address of at least 400 members, as well as a signed statement acknowledging that they do  
1167 not belong to a larger organization and are not a college or school student government on the CSG  
1168 Website's online ex-officio submission tool.

1169 2. If a question is raised about the validity of the 400-member roster, the Rules and Elections  
1170 Committee will conduct an investigation on the number of students in the student organization in  
1171 question.

1172 3. Ex-Officio seats shall expire at the end of every winter semester. Groups wishing to re-apply  
1173 to retain their seats in the fall shall retain their seat until a determination is made regarding their  
1174 eligibility for the seat in the fall.

1175 4. There shall be no limit to the number of groups allowed to have ex-officio seats. All groups  
1176 meeting the criteria shall be granted a seat.

1177 5. Student organization ex-officio members shall have all the rights of a regular assembly mem-  
1178 ber, except they may not make motions, second a motion, or vote.

1179 **D. Student Organization Funding.** Student organization funding during the academic year will  
1180 be determined by the Student Organization Funding Commission (SOFC). The SOFC shall consider  
1181 funding requests for all student organizations and their events under the guidelines established below.

1182 1. **Leadership.** The President shall, with the advice and consent of the Assembly, appoint a Chair  
1183 of the SOFC. The Chair is a non-voting member. The SOFC may elect from among their number any  
1184 other officers they deem expedient.



1185       **2. Membership.** The SOFC must have at least ten (10) but no more than twenty (20) voting  
1186 members. At least four (4) of the voting members must be Assembly representatives. The President  
1187 shall, with the advice and consent of the Assembly and the SOFC Chair, appoint the members of the  
1188 SOFC. The President may remove any member of the SOFC with the written concurrence of three  
1189 other executives.

1190       **3. Schedule.** Each semester shall consist of at least two funding cycles. The exact dates of these  
1191 funding cycles shall be determined by the SOFC Chair.

1192       **4. Structure.** For each funding cycle, the SOFC shall divide its membership into a Reviews Board  
1193 and an Appeals Board. The Reviews Board shall recommend allocations to the Assembly. Any orga-  
1194 nization may appeal its recommended allocation to the Appeals Board, which shall hear the organi-  
1195 zation's oral appeal upon request by the organization. Each Board must have at least five (5) but no  
1196 more than ten (10) voting members. At least two (2) members of each Board must be voting Assem-  
1197 bly representatives. No voting member of the Reviews Board may serve as a voting member of the  
1198 Appeals Board within any particular funding cycle.

#### 1199       **5. Voting Rights**

1200           a. No voting member from either Board may vote on a request for funds from any student  
1201 organization that they hold an appointed, compensated, or elected leadership position in.

1202           b. Violations of paragraph 3(a) shall be grounds for immediate removal from either Board.

1203           c. Violations by members of CSG shall constitute malfeasance in office and be grounds for  
1204 impeachment or removal from all offices and positions held in CSG.

1205           d. Prior to a vote related to the finances of an organization, members of either Board are  
1206 required to declare any financial or personal interest they have with that organization.

#### 1207           **e. Chair Voting**

1208               i. The Chair may vote to break a tie.

1209               ii. The Chair may not vote in any other circumstances.

#### 1210       **6. Procedure.**

1211           a. The SOFC shall determine and recommend funding allocations to the CSG on a viewpoint  
1212 neutral basis.

1213           b. The SOFC may not consider the membership, composition, or political views of any organi-  
1214 zation when deliberating funding recommendations.

1215           c. Funding applications to the SOFC shall be made available to student organizations within  
1216 two weeks of the start of each semester and shall remain available until the application deadline for  
1217 the final cycle of that semester.

1218           d. The SOFC shall consider no more than one application per organization per cycle.

1219           e. Upon the request of an officer of a student organization, the SOFC Chair, or designee, shall  
1220 provide a written justification for that organization's recommended allocation.

1221           f. Upon the request of any member of CSG, the SOFC Chair, or designee, shall provide a  
1222 written justification for the recommended allocation of any organization.

1223 g. Any money allocated to a student organization by the Assembly upon recommendation from  
1224 the SOFC which is unspent by the organization shall be considered canceled by the organization and  
1225 shall revert to CSG.

1226 h. The SOFC Chair, with the assistance of the Administrative Coordinator, will oversee the  
1227 disbursement and reimbursement process of student organizations from SOFC earmarked funds.

#### 1228 **7. Student Organization Requirements**

1229 a. All student groups applying for funding must be registered with CSG and have a valid  
1230 SOAS account.

1231 b. Student organizations must present accurate information to the SOFC through written  
1232 applications and any oral statements.

#### 1233 **c. Conditions.**

1234 i. The SOFC may attach any conditions to their allocations regarding the use of funds.

1235 ii. Organizations receiving funding must stipulate in a grant agreement that they will  
1236 adhere to these conditions.

1237 iii. Failure to adhere to the conditions attached to the agreement by the SOFC shall result  
1238 in a cancellation of the agreement, and all allocated funds shall revert to CSG.

1239 iv. The SOFC shall not fund, unless deemed necessary by a two-thirds majority vote of the  
1240 committee:

1241 (a) Capital goods

1242 (b) T-shirts

1243 (c) Newspaper advertisements

1244 (d) Hotel or airfare costs for students traveling from campus

1245 (e) Gas

1246 (f) Club sports fees assessed by the Athletic Department

1247 v. Organizations receiving funding the SOFC must agree to either include the phrase  
1248 "Sponsored by the Central Student Government" or place the CSG logo on a publication that is dis-  
1249 tributed for the event.

1250 vi. Organizations receiving funding from the SOFC for the purpose of showing films,  
1251 movies, or video clips must ensure that all of the content is captioned.

#### 1252 **8. Funding Ineligibility**

1253 a. The SOFC shall not fund an organization which is a CSG Committee, Commission, or Select  
1254 Committee with funds earmarked for SOFC.

1255 b. An organization may be deemed ineligible for funding by a two-thirds vote of the CSG.

#### 1256 **9. Late Applications**

1257 a. Late applications shall be considered only under extenuating circumstances.

1258           b. For the SOFC Chair to consider a late application, a written statement attached to the fund-  
1259 ing application must be submitted to the CSG office within three work days of the original application  
1260 deadline.

#### 1261           **10. Violations**

##### 1262           **a. Student Organization**

1263           i. Any student organization presenting misleading information regarding activities, fi-  
1264 nances, membership, or any other required information will not have its application considered by  
1265 the SOFC and may, upon a majority vote of the CSG, have its student organization status revoked.

#### 1266           **11. Funding Considerations**

1267           a. Consideration for funding often is based upon the these criteria:

- 1268           i. Quantity of students affected
- 1269           ii. The degree of effect on students
- 1270           iii. Effect on the Ann Arbor, University of Michigan, and general Michigan community
- 1271           iv. Effort to receive funding from other sources
- 1272           v. Completeness of the funding application
- 1273           vi. Unique nature of the event
- 1274           vii. Prior utilization of CSG funding allocations

### 1275           **Article VIII** 1276           **Conflicts of Interest**

#### 1277           **A. Conflicts of Interest with the University.**

##### 1278           **1. Conflicts of Interest with the University.**

1279           a. No member of the Assembly may accept a paid position gained by virtue of her membership  
1280 in CSG.

1281           b. No member of the Assembly may work directly for the president, any Regent, any dean,  
1282 any vice president, or any associate vice president of the University.

##### 1283           **2. Misuse of Assembly Resources.**

1284           a. No member or employee of the Assembly may ask an employee of the Assembly to do work  
1285 that is substantially unrelated to Assembly work.

1286           b. No member or employee of the Assembly may use the financial or clerical services of the  
1287 Assembly for her personal use or for the use of a student group of which that person is a member.

##### 1288           **3. Conflicts of Interest with Student Organizations.**

1289 a. A member of the Assembly shall have a conflict of interest with a student organization, be it  
1290 recognized or unrecognized by the Assembly, if she, or an immediate family member of hers, receives  
1291 money from the organization or will receive money from the organization as a direct consequence of  
1292 her membership in the Assembly. No member of the Assembly shall have a conflict of interest with a  
1293 student organization if she is an unpaid member of the organization or has been reimbursed by the  
1294 organization for her own expenses.

1295 b. No member of the Assembly possessing a conflict of interest with a student organization  
1296 may participate in debate or vote on any matter regarding the organization with which there exists a  
1297 conflict of interest.

1298 **4. Obligation of Disclosure.** Members of the Assembly must publicly disclose any existing or  
1299 potential conflicts of interest with the University and student organizations. If the conflict of interest  
1300 arises during membership in the Assembly, the member remains obligated to disclose the conflict.  
1301 Investigation, Censure, and Removal. Any member of the Assembly who fails to adhere to the rules  
1302 and regulations regarding the existence and mitigation of conflicts of interest shall be subject to an  
1303 investigation by the Assembly, the outcome of which may be censure or removal from the Assembly.