

Student Government Association Constitution

Article I. NAME

This organization shall be the Student Government Association of the University of Georgia. (Abbreviated hereafter as SGA)

Article II. PURPOSE

The SGA shall act as an organized voice for all the students of the University of Georgia, to relate views and suggestions to administrators and organized governing bodies of the University, to improve the students' academic, social and cultural welfare; to promote students' rights and responsibilities, to assist the University of Georgia in Operating more effectively and efficiently in the interest of students. Furthermore, to allow students, endowed by their creator with talents and ambitions, the opportunity to exercise their civic responsibilities.

Article III. MEMBERSHIP

All University of Georgia students are members of the Student Government Association upon the payment of their Student Activity Fee. Qualified members may become Committee Members, Senators, and/or Officers.

Article IV. GENERAL ORGANIZATION

Section 1. The Student Government Association shall be organized in two branches: the Legislative and the Executive.

Section 2. The Legislative Branch shall consist of the Student Senate, consisting of students representing the various schools and colleges, in proportion to respective enrollments and in accordance with the statutes in Article IX and the bylaws of the SGA.

Section 3. The Executive Branch shall be composed of a President, Vice President, and the President's Cabinet.

Article V. THE LEGISLATIVE BRANCH

Section 1. *The Senate*

The legislative branch consists of the Senate. The Senate shall be composed of Senators elected from each of the individual schools and colleges of the University of Georgia in proportion to the student enrollment within the school or college.

- a. Senators must be enrolled in the school or college in which they stand for election.
- b. Senators must be registered as full time students as defined by their degree or program of study and must maintain a 2.25 (on a 4.0 scale) G.P.A.
- c. If a Senator ceases to be enrolled in the school or college which they represent, the Senator shall retain the representative role for the school or college for the duration of the Senatorial term.
- d. Senators shall attend Senate meetings.
- e. Senators shall be a member of one standing committee.
- f. Senators shall not be required to attend Senate meetings between the Spring and Fall terms.
- g. A two-thirds vote of the Senate overrides a Presidential veto.

Section 2. *Committees*

a. Standing Committee

There shall be six standing committees:

1. Academic Affairs Committee - Shall consider matters concerning academic and instructional items and issues.
2. Student Life Committee - Shall consider matters concerning non-academic and co-curricular items and issues.
3. Internal Affairs Committee - Shall consider matters concerning the function and operation of the Student Government Association.
4. External Affairs Committee - Shall consider matters concerning the local government, Athens community, and beyond.

5. Minority Affairs Committee - Shall consider matters concerning a diverse range of publics as they are viewed as minorities at the University of Georgia.

6. Public Relations Committee – Shall effectively discover, define, and articulate the multiple roles, purposes, and activities taken on by SGA through positive advertisement and promotion focused on and for the various publics here at the University of Georgia and beyond.

b. Standing Select Committees

There shall be two standing select committee:

1. Small Clubs Allocations Committee—Shall be responsible for distributing funds from the Small Clubs account established each year by the Student Activity Fee Allocations Recommendations Committee to student organizations classified as Small Clubs
2. Standing-Select Elections Committee—Shall plan, monitor, manage, and define the annual elections procedures of SGA in order to maintain an effective and meaningful process as prescribed by the constitution.

The committee shall be comprised of a non-voting chairman and 7 voting members who shall be chosen as follows:

- a. The chairman shall be appointed by the President and shall be approved by a two-thirds vote of Senate
- b. The first voting member shall be the SGA Faculty Advisor. No approval from Senate is necessary.
- c. The second voting member shall be the SGA Graduate Advisor. No approval from Senate is necessary.
- d. The third and fourth voting members shall be Presidential appointments and shall be approved by a two-thirds vote of Senate.
- e. The fifth voting member shall be the President Pro-Tempore. In the event that the President Pro-Tempore is seeking reelection, this position shall be held by one of his/her appointees and shall require a two-thirds approval of Senate.
- f. The sixth and seventh voting members shall be UGA students with no current SGA affiliation. These members shall be taken from the SLAC board, which is maintained and regulated by the Office of the Vice President for Student Affairs. Two representatives from this committee will be chosen, moving down a roster of the organizations in alphabetical order.

These students shall also be approved a two-thirds vote of the Senate.

- g. In the event that there is no interest expressed from the SLAC committee, these final two voting seats, comprised of students with no SGA affiliation, shall be filled by appointments coming from the Internal Affairs Committee. These appointments must also be approved by a two-thirds vote of the Senate.

c. Committee Chairs

1. Shall be Senators

2. Shall be appointed by the President except for the Internal Affairs Committee Chair who shall be the President Pro-Tempore.

3. Shall have the authority to create subcommittees to exist for the duration of the Chair's term.

4. Shall appoint directors from committee members to head specific areas.

d. Executive Council

1. Shall be the President, Vice President, President Pro-Tempore, Secretary, Treasurer, Student Life Chair, Academic Affairs Chair, External Affairs Chair, Minority Affairs Chair, Public Relations Chair, Elections Chair, and Ad Hoc Committee Chairs.

2. Shall determine the final agenda for a Senate meeting at an Executive Council meeting. Any item to be considered for the agenda must be presented to the Executive Council prior to the Senate meeting at which the item is to be considered.

Section 3. Officers

a. President Pro-Tempore

1. Shall be elected by a majority from the body of the Senate at the second meeting of the new Senate.

2. Shall act in full capacity of the Vice-President when the Vice-President is unable to fulfill the duties of the office.

3. Shall chair the Internal Affairs Committee

4. Shall be responsible for recording Senators' and Officers' absences and their reasons for those absences.

5. Shall initiate expulsion actions of Senators as provided in Article II, Section 2, after two unexcused absences during one term of office.

6. Shall make quarterly eligibility checks on all Student Government Association Officers and Senators.

b. Secretary

1. Shall be appointed from the Senate by the President with majority approval of the Senate.

2. Shall be responsible for recording and distributing the minutes of the Senate.

3. Shall be responsible for notifying the University community of any meeting of the Senate.

c. Treasurer

1. Shall be appointed from the Senate by the President with majority approval of the Senate.

2. Shall be responsible for the finances, financial records, and financial transactions of the Student Government Association.

3. The out-going Treasurer shall work with the new Treasurer in preparing the budget for the upcoming year.

4. Shall act as representative of SGA on the University of Georgia Fee Allocation Board.

d. Historian

1. Shall work with the Secretary to maintain an accurate record of the activities and projects of the term to which he/she is appointed.

2. Shall attend all SGA sponsored events, activities, or trips, to serve as both a photographer and a collector of memorabilia.

3. Shall assemble all collected paraphernalia (photos and such) in the form of a scrapbook, which shall remain in the AGA office as a reference for future senators and officers.

4. Shall help the President in the preparation of SGA advertisements and pamphlets, which will be used at various functions (Student

- Activities Fair, Freshman Orientation, etc.) to encourage participation in SGA.
5. Shall prepare a budget (with the assistance of the treasurer) necessary for fulfilling the duties and responsibilities of his/her term, particularly in relation to the assembly of a scrapbook.
 6. Shall be appointed by the President, not requiring legislative approval

Article VI THE EXECUTIVE BRANCH

Section 1. The President

- a. Must be registered as a full time student as defined by the President's degree or program of study and must maintain a 2.50 (on a 4.0 scale) G.P.A.
- b. Shall speak on behalf of the Student Government Association.
- c. Shall make appointments to University-wide committees and governing bodies that have student representation and shall select students to represent the student body outside the University. All these appointments must be made in consultation with, and subject to, majority consent of the Senate.
- d. Shall serve as the University delegate to the Student Advisory Council, Board of Regents of the University System of Georgia (SAC), and shall have the authority to appoint SAC delegates. All these appointments must be made in consultation with, and subject to, majority consent of the Senate.
- e. Shall have the ability to create committees which expire at the end of the current Presidential term.
- f. May veto bills passed by the Senate within a week of passage. Such veto must be in writing and delivered to the President Pro-Tempore.
- g. Shall present to the student body a report on SGA activities at the end of each academic term.
- h. Shall execute all presidential powers and duties found in the Constitution and the Student Government Association bylaws.

i. Shall serve as the Chair of the President's Cabinet.

Section 2. Vice-President

- a. Must be registered as a full time student as defined by the Vice-President's degree or program of study, and must maintain a 2.50 (on a 4.0 scale) G.P.A.
- b. Shall act in full capacity of the President should the President be unable to fulfill the duties of office.
- c. Shall assist the President in the fulfillment of the Presidential duties.
- d. Shall be the presiding officer of the Senate at meetings.
- e. Shall work with individual Senators on placement into committees.
- f. Shall have the power to call meetings of the Senate.
- g. Shall vote in the case of a tie in a vote of the Senate.
- h. Shall act as Secretary and Assistant to the President in the President's Cabinet.

Section 3. The President's Cabinet

- a. Shall meet monthly to consider pertinent issues affecting the University at-large and make proposals and recommendations concerning these issues to the appropriate persons.
- b. Initially shall be composed of the Chief Student officer of the following groups:

Ag Hill Council	Black Affairs Council
Graduate Student Association	Inter-Fraternity Council
Panhellenic	Residence Hall Association
National Panhellenic Council	University Union
Student Judiciary	

- c. Campus groups may petition the Cabinet for membership to the President's Cabinet when meeting the following criterion:

1. They encompass a significant portion of the total enrollment of the University.
 2. They have been registered with the University for at least three years.
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- d. A two-thirds majority vote of the entire Cabinet is necessary for a group to obtain a seat on the Cabinet.
 - e. A group may be expelled, for cause, by a 2/3-majority vote of the entire Cabinet.
 - f. The Cabinet may submit resolutions or bills to the Executive Committee of the Senate to advance to the full body for a vote.
 - g. The President of SGA shall Chair the Cabinet
 - h. The Vice-President of SGA shall serve as a secretary of the Cabinet.

Article VII. VACANCIES, EXPULSION, AND REMOVAL FROM OFFICE

Section 1. Vacancies

- a. Should a vacancy occur in the office of President, the Vice-President shall assume the said office for the remainder of the term of office.
- b. Should a vacancy occur in the office of the Vice-President, the President Pro-Tempore shall assume the said office for the remainder of the term of office.
- c. Should a vacancy occur in the office of Senator, any student, who qualifies as candidate under Article IX, may apply for a vacant seat. The applicants will be interviewed by the Internal Affairs Committee and one candidate will be slated. The Senate must then elect the replacement for the vacant seat from the students who apply.
- d. Any Officer or Senator who wishes to resign should submit a resignation in writing to the Vice-President, who shall inform the Senate at the next regularly scheduled meeting.

Section 2. Expulsions

- a. Any Officer, Senator, Executive Board Member, or Freshman Board Member shall be subject to expulsion upon incurring their third unexcused absence from all mandatory SGA meetings or events as specified by the President during one term of office. The accused will first meet with a Review Board, as outlined in the bylaws, and only if this Board deems it necessary, will the accused progress onward in the expulsion process.
- b. The charges must be formally presented to the accused by the President Pro-Tempore.
- c. If the accused desires a Senate hearing, a two-thirds vote of Student Government Association Senators present at the Senate hearing shall be necessary to remove the accused from office.
- d. If the President Pro-Tempore faces expulsion, the Senate shall elect a presiding officer.

Section 3. Removal from Office

- a. Any Officer may be removed from office for violation of this Constitution, the University Code of Conduct, or any University policy.
- b. Reasons for removal must be signed by at least five Senators.
- c. The reasons must be presented to the accused Officer or Senator at least one week prior to the meeting at which charges shall be formally considered.
- d. The President Pro-Tempore shall preside over the hearing. If the President Pro-Tempore faces such charges, the Senate shall elect presiding officer for the hearing.
- e. A three-fourths vote of all Student Government Association Senators serving shall be necessary to remove any Officer or Senator from office.

Article VIII. ALLOCATIONS

Section 1. Small Clubs Allocations Committee

- a. Purpose

Shall review all requests for Small Clubs account funding from the Student Government Association by Small Clubs. The Small Clubs Allocations Committee shall determine the monies appropriate for a Small Club to meet its specified goal. Upon approval, the request is sent to the Student Activities Business Office.

b. Composition

Shall include the Treasurer of the Student Government Association, who shall serve as Committee Chairperson and a voting member; at least four Student Government Association Senators appointed by the President of the Senate with the advice of the Treasurer, who shall serve as voting members; the Assistant Vice President for Student Affairs, shall serve as an advisor; the Senior Administrative Secretary in the Department of Student Activities, as the committee secretary; and an Accounting Assistant from the Student Activities Business Office, all of whom shall serve as ex-officio-non-voting members.

c. Eligibility for Funding

1. The organization must have an advisor and have its constitution approved by the Department of Student Activities and be designated as eligible for small clubs allocations funding. For those organizations requesting traveling funds, all students traveling must have currently paid his/her Activities Fees. All Small Clubs Allocations Committee members must be aware of the funding status of all small clubs approved by the Department of Student Activities. As such, all Small Clubs Allocations Committee members shall possess a list of those organizations eligible for funding.
2. Those organizations—excluding social fraternities or sororities, partisan political groups, honorary fraternities and any other groups that are not open to all University of Georgia students—shall be eligible to request funds from the Student Government Association.
3. In the event that a before-mentioned organization sponsors an event determined by the Small Clubs Allocations Committee to directly benefit and serve a large segment of the student body, then the organization may proceed to the Small Clubs Allocations Committee to receive consideration for funding.

4. In the case that this event is deemed not to directly benefit and serve a large segment of the student body, then the organization will not proceed to the Small Clubs Allocations Committee to receive consideration for funding.

d. Meetings

1. Shall be open during appeals, closed during deliberations.
2. Shall meet for consideration of allocation requests throughout the year at the discretion of the Small Clubs Allocations Committee Chair.
3. The Small Clubs Allocations Committee Chair shall schedule all allocation request hearings and notify each organization of their appointment.

Article IX. ELECTIONS

Section 1. President and Vice-President

- A. Must meet all requirements as defined in the Constitution for the office.
- B. Shall run jointly as a ticket on the ballot.
- C. As a ticket, shall submit a petition with 300 signatures from any registered students.
- D. Shall be elected by secret ballot no later than April 1st, excluding academic year 1995-1996.
- E. Shall take office by the first meeting of the new Senate.
- F. The President and or Vice President may serve no more than two terms per office.
- G. Must be capable of fulfilling obligations of the office during the summer term.

Section 2. Senators

- A. Must meet all requirements as defined in Constitution for the office.

B. Shall submit a petition of signatures with the lesser of 100 or 10% of the students enrolled in the school or college in which they stand for election.

C. Senators can serve unlimited terms following each annual election that they successfully win.

D. Shall be elected at the same time as the President and the Vice-President.

Section 3. Process

A. All elections shall be held by secret ballot.

B. A runoff between the two top tickets shall be held for the President and Vice-President when a ticket does not receive more than 40 percent of the votes cast.

C. Each school or college shall elect one Senator for every 1000 students, or a portion thereof, enrolled within the school or college.

D. Colleges with fewer than 1000 students shall elect one Senator.

E. Enrollment figures used for determining the number of Senators per school or college shall come from the Fall term figures obtained from the Office of the Registrar.

F. The election of President and Vice-President shall be University wide, with each registered student eligible to vote.

G. The election of the Senators shall be school or college wide, with each student registered in that school or college eligible to vote.

Article X. ADVISOR

At least one advisor to the Student Government Association shall be appointed by the Vice President for Student Affairs in consultation with the Student Government Association.

At least one additional advisor to the Student Government Association may be appointed by the Student Government Association President with approval of a majority of the Senate.

The SGA shall be formally consulted in the selection of SGA graduate advisors. In the event that SGA is not formally consulted, the President of

SGA shall have the authority to not recognize the graduate advisor, subject to a majority vote of the executive committee.

Article XI. AMENDMENTS

Any amendment to the Constitution shall require a first and second reading at a Senate meeting. Upon first reading, the amendment will be sent to the Internal Affairs Committee for consideration. At least one week shall transpire between the first and second reading. Upon second reading, the Senate may vote on the proposed amendment. Two-thirds approval of all Senators is required for a campus-wide vote on the amendment. A majority of the students then voting must approve the amendment. The Vice-President shall set the date of the vote. The amendment then must be approved by the President of the University of Georgia for passage.

Article XII. RATIFICATION, RECALL, AND REFERENDUM

Section 1. Ratification

This Constitution shall be ratified when a majority of the students approve this document in a special election. It is approved by the University President. At least ten percent of the University student body must vote in the election in order for the result to be valid.

Section 2. Recall

A recall election for any office may be called by a petition signed by at least ten percent of the electing body. For Senators, the electing body is the college or school which they represent, and for President and Vice-President it is the entire student body. Only one recall election per Senator or Officer per term of office shall be held.

Section 3. Referendum

A referendum on any question may be called by a petition by at least ten percent of the student body. A referendum may also be called by two-thirds of the Senate. The Vice-President shall set the date of the referendum.

Article XIII. BYLAWS

A. Student Government Association bylaws become effective immediately following approval by two-thirds of the Senate.

B. Should two-thirds of the entire Senate deem a bylaw to be in conflict with the Constitution, the bylaw shall immediately be declared null and void.

C. The declaration of a bylaw as null and void shall not retroactively affect decisions with in regard to that bylaw.

D. Bylaw proposals or amendments shall be submitted in written form to the Vice-President who will give a first reading at the next Senate meeting. At the following Senate meeting, a second reading will be given and the proposals or amendments will be voted upon with approval of the Senate required for passage.

E. The President Pro-Tempore shall annually review the bylaws and shall revise their organizational format if necessary. Format revisions do not require Senate approval; however, senators must be made aware of any changes.

F. All bylaws must be approved by the Senate after adoption of this Constitution.

Article XIV. VOTE OF CONFIDENCE

Every four years, the ballot for electing the President and Vice-President shall contain the following statement to be voted upon:

"The Student Government Association of the University of Georgia should continue to operate."

_____ AGREE _____ DISAGREE

If more than two-thirds of the voting disagree, the Student Government Association shall be abolished. The first four-year period began Spring Quarter of 1987.

STUDENT GOVERNMENT ASSOCIATION BYLAWS

Article I. Elections

Section 1. Authority

A standing select Elections committee shall be formed as stated in Article V, Section 2 of the Constitution and will be in charge of all election proceedings including establishing campaign guidelines for candidates and shall be responsible for resolving any conflict that might arise.

Section 2. Category Classification

A. Senators shall be classified into the categories as defined by Article V, Section 1 of the Student Government Association Constitution.

B. Any person running for President or Vice President of the Student Government Association shall not be allowed to run simultaneously for a position on the Senate.

Section 3. Campaign Spending

Campaign spending shall be limited to two hundred dollars per Senatorial candidate. A presidential/vice-presidential ticket may spend up to seven hundred dollars in the first two weeks of campaigning and an additional three hundred dollars in the event of a run-off. The Election subcommittee shall judge fair market value of all donated materials and apply this value toward the total cost of the campaign. Expense reports on each candidate's campaign spending shall be maintained by the elections committee. The reports should include an example or written description of the campaign expenditures.

Section 4. Candidate Support

A candidate's donations may come from any source as long as the donations are included in the amount of campaign spending recorded by the elections subcommittee.

Section 5. Campaign Material Approval

Campaign material (flyers, posters, banners, etc.) must be approved by the elections subcommittee prior to posting. A copy of the material shall be obtained by the committee and placed in the candidates' file along with the record of expenditures.

Section 6. Campaigning

A. The campaign period will commence as of the date the petition forms, required by Article VIII, Section 2(b) of the Student Government Association constitution, are made available by the elections subcommittee. However, posters, flyers, or announcements of candidacy or intended candidacy in any type or form, other than the official petition form, may not be posted, distributed, or circulated until the petition of candidacy has been certified by the elections subcommittee.

B. Posting, distributing or circulating campaign material on campus or in campus facilities must comply with applicable University policy and regulations.

C. No campaigning will be allowed within 50 feet of the Student Government Association elections voting locations or polling sites.

Section 7. Voter Requirements

A. There shall be no voting by proxy for elections of candidates

B. For a senatorial candidate from a school or college, only those students in that school or college may vote for the position.

C. For the Presidential and Vice Presidential ticket, any registered student is eligible to vote.

D. A voter may vote for one Presidential and Vice Presidential ticket. The number of senatorial votes that a student may cast shall be determined by the number of senatorial positions available for their school or college.

Section 8. Balloting

A. Balloting may occur through OASIS.

B. On the ballot, the names shall appear in alphabetical order, by last name.

C. The Student Government Association shall not recognize, in any form, any political party on the ballot.

D. Voting in any Student Government Association election or referendum shall be done by secret ballot.

Section 9. Oath of Office

A. The Chief Justice of the Student Judiciary shall administer the oath of office to the President and Vice President.

B. The Student Government Association President shall be responsible for administering the oath of office to all senators.

C. All Student Government Association officers and senators shall take the oath of office:

I, (name), do hereby affirm that I will faithfully support and defend the Constitution and bylaws of the Student Government Association of the University of Georgia, the Constitution of the State of Georgia, and the Constitution of the United States of America; and I will endeavor to fulfill my obligations to the students and my duties as (name of office), to the best of my ability.

Article II. Small Clubs Allocations

Section 1. Authority

As a standing select committee of the Student Government Association, the Small Clubs Allocations Committee derives its authority from the Office of the Vice President for Student Affairs and the Student Government Association of the University of Georgia and is chaired by the Treasurer of the Student Government Association.

Section 2. Responsibilities of the Committee Members

A. The Chair must establish a Small Clubs Allocations Committee in accordance with the SGA constitution.

B. The Chair must maintain meeting communications with Small Clubs Allocations Committee members regarding meeting schedule and agenda. Attendance for Small Clubs Allocations Committee members is mandatory.

C. The Chair is to see that the Small Clubs Allocations Committee members are trained in, and knowledgeable of, the funding philosophy, guidelines, and the process that will be used by the Small Clubs Allocations Committee to determine funding for student organizations. Past experiences and expenditures of the student organizations requesting funding shall form a basis of consideration.

D. The Chair, with the consent of the Small Clubs Allocations Committee members, shall schedule all allocation hearings and notify each student organization of their appointment.

E. The Small Clubs Allocations Committee is to see that the allocations process is conducted in a timely, fair, and consistent manner.

F. The Chair must present the recommended allocation with his/her signature along with the signature of the Director of Student Activities to the Vice President of Student Affairs, for their records, and to the Student Activities Business office.

G. The Chair must see that the decision of the Small Clubs Allocations Committee will be reported in writing to the organization making the request.

H. The Chair must have regularly scheduled office hours where he/she must be available to student organizations with information regarding criteria and guidelines; allocation request forms; hearing appointments and Small Clubs Allocations Committee decisions on allocation requests.

Section 3. Protocol and Guidelines for Student Organizations

Student organizations requesting Small Clubs account funding shall do so through the Small Clubs Allocations Committee, which shall determine the appropriate monies an organization requires to meet its specified goal. The protocol and guidelines for allocation requests are:

A. Submit an allocation request form (which is located in the SGA offices - 156 Tate Center) with a detailed explanation of the request, to the Student Government Association office.

B. All requests must be submitted to the Student Government Association office at least four weeks prior to the proposed program date or date of departure if the organization is requesting traveling funds. All late requests will be denied unless circumstances of a particular request are deemed extraordinary by the Small Clubs Allocations Committee.

C. No organization may be funded for more than one speaker or program per semester. Funding for events will depend upon the merit of the program and availability of funds. Proper receipts are required for reimbursement for all approved requests.

D. Funds may be allocated to registered student clubs and organizations for travel to conferences and conventions and for performances, competition and programs pertinent to the student body. It is expected that school or college related travel be funded from those respective accounts. Requests for these funds are for travel requests of organizations not affiliated with a school/college or organizations affiliated with a school/college with a low funding priority.

E. All organizations may only be funded for one-round trip fare on a common carrier or for one automobile to one conference or convention per year. The number of performing or competitive events funded will depend upon the merit of the program and the availability of funds.

F. No funds shall be allocated for food or lodging. Car travel is ___ cents per mile. Plane fare will be based on economy class. Proper receipts are required for all approved requests.

G. No field trips shall be funded.

H. All students traveling must have currently paid Student Activity Fees.

I. No organization shall come before the Small Clubs Allocations Committee more than twice during an academic year.

J. Student organizations whose active membership includes non-university students (this is not to exclude duly elected faculty advisors) shall receive funds only for student members.

K. No approved funds shall be used to purchase alcoholic beverages.

L. No approved funds shall be used to fund scholarships.

M. The organization shall be required to present their request orally during the Small Clubs Allocations Committee meeting which shall be scheduled by the chair with notice to the student organization.

N. The Small Clubs Allocations Committee considers allocation requests according to the established criteria and the group's spending activity and intended use of the funding.

O. The decision of the Small Clubs Allocations Committee will be reported in writing to the organization making the request.

P. For more information on requesting funds, student organizations should contact the Treasurer of SGA. If the Treasurer is not available, student organizations should contact the secretary of the SGA office and/or the Department of Student Activities.

Article III. Committees

Section 1. Reports

A. The standing committee chairs shall submit their reports in writing to the secretary at the Executive Committee meeting.

B. The standing committee chairs shall give oral reports before the Senate at each meeting.

Section 2. Advisors

The committee chairs may select one University faculty/staff member to serve as a committee advisor.

Section 3. Meetings

All Student Government Association committee and subcommittee meetings shall be open to all Senators and members of the University Community.

Section 4. Recusal Required

Members of any selection committee must recuse themselves from voting on any applicant or candidate if they have a social or personal relationship with that applicant or candidate. A member violating this provision may be subject to any punishment under Article VII of the Constitution.

Article IV. Meetings

Section 1. Rules and Procedures

Rules and Procedures of the Student Government Association shall be created and approved by a majority vote of the President, Vice President, and the Internal Affairs committee. The rule and procedures shall expire at the end of each term and should be revised by the new administration at the beginning of each term.

Section 2. Time of meetings

The Senate shall meet regularly at a date, time, and place determined by the Vice President.

Section 3. Quorum

All Senate meetings of the Student Government Association shall require a quorum of two-thirds vote of the entire Senate.

Section 4. Voting

A Senator must be present in order to vote on any item or issue. There shall be no voting by proxy.

Section 5. Guidelines

Robert's Rules of Order shall govern all proceedings, except as set forth in the Student Government Association Constitution, these bylaws, or the rules and procedures.

Section 6. Open Meetings

The meeting of the Senate shall be open to all Senators and members of the University community.

Section 7. Absences

A. All Officers, Senators, Executive Board Members, and Freshman Board Members of the Student Government Association shall be required to attend all meetings of the Senate, as well as respective University Council, Committee meetings, and other mandatory SGA events as specified by the President.

B. Any Officer, Senator, Executive Board Member, or Freshman Board Member who plans to be absent from a mandatory meeting or event must submit an excuse to the President Pro-Tempore within one week of his/her absence.

C. Any absence will be determined excused or unexcused at the Internal Committee meeting based on the definition of an excused absence:

1. Death in the immediate family.
2. Serious illness or injury.
3. Examination during a Senate meeting.

4. Other valid excuses shall depend upon the decision made at the Internal Affairs Committee meeting.

D. All senators and officers shall attend all duly called meetings of committees to which they have been appointed unless excused by the chair of the said committee.

Section 8. Rules for Debate

After a motion is presented to the Student Government Association Senate and seconded, the floor shall be open for debate. Initially two pro and two con opinions shall be called for, if there are any. Debate shall continue until the previous question has been moved and approved by two-thirds vote of the Senate.

Article V. Vacancies

Signatures obtained by a candidate for the regular Student Government Association procedure may be used to fulfill the signature requirement for filling a Senate vacancy if the signatures have been on file no longer than one complete quarter. Presidential and Vice Presidential candidates may use the signatures obtained for the regular election to fulfill the signature requirement for filling the appropriate Senate vacancy.

Article VI. Shadow Program

Section 1. Purpose

To foster effective leadership skills in both the Freshman Board and SGA, to integrate the Freshman Board into the workings of SGA, to acquaint prospective SGA senators with the administration of UGA, and to ensure institutional continuity in SGA.

Section 2. Authority

Each senator or SGA Officer should include one or more Freshman Board "Shadows" on his/her project. The senator and Freshman Board Shadow shall corroborate on the logistics and implementation of the project, including public relations projects, meetings with faculty members, SGA Executive Council, and other pertinent committee meetings.

Section 3. Participation

All Freshman Board Members are eligible for participation in the Shadow Program.

Article VII. General Committee Members

Section 1. Purpose

The purpose of the general committee members is to include additional members of the student body in the Student Government Association committees. General committee members will increase student input to the Student Government Association and will aid the Student Government Association in carrying out its goals.

Section 2. Authority

- A. Committee chairs may form a temporary subcommittee when a project requires extensive time and/or manpower. Committee chairs can appoint either senators or general committee members to chair these subcommittees.
- B. General committee members may submit proposals to the Senate through any Senator.
- C. General committee members may submit proposals to the Senate through any Senator.
- D. General committee members may be appointed as secretaries.

Section 3. Participation

- A. General committee members will not be eligible to vote and will not be required to attend regular Senate meetings.
- B. General committee members must participate on a regular basis in order to maintain their position as a general committee member.
- C. General committee members' terms will expire at the end of each administration.

Article VIII. Absence Review Board

Section 1. Authority

The Absence Review Board derives its authority from the Student Government Association of the University of Georgia and shall serve as an intermediary between the Internal Affairs Committee and the Senate body, preventing an accumulation of Senate hearings.

Section 2. Composition of the Board

1. The review Board will be comprised of six Senators, five of which are voting members.
 - a. The President Pro-Tempore shall chair the Board, shall be the only representative from the Internal Affairs Committee, and shall serve as a non-voting member.
 - b. Three of the Senators shall be appointed by the President, not requiring Senate approval.
 - c. Two of the Senators shall be appointed by the President Pro-Tempore, not requiring Senate approval.
2. If a member of the Board is up for hearing or feels the need to recuse himself, the President will fulfill that Board Member's responsibilities until the trial process is complete.

Section 3. Responsibilities of the Board

1. The Review Board is designed to review Senators, Executive Board Members, and Freshman Board Members.
2. The duties of the Board will include meeting on a regular basis to review SGA members who have obtained their third unexcused absence. Review will consist of evaluating the member's job performance in relation to the absences they have accrued. If the job performance of the SGA member remains in question following the hearing of the Board, the member shall then continue in the expulsion process and face a trial, if so desired, before the Senate.
3. The President Pro-Tempore shall present absence excuse forms and all other relevant information at hearings.
4. All six Board Members must be present in order to conduct business.
5. No Board Member is allowed to abstain from voting.
6. If the decision is made that the SGA member should progress onward to a Senate trial, a written recommendation from the Board must be forwarded to the President and returned to the Internal Affairs Committee.

Section 4. Rights of Those Facing Expulsion

1. The accused shall be given one week's notice if they are to be reviewed by the Board and, if it is deemed necessary, will then face trial at the following Senate.
2. The accused may present any necessary or desired materials that demonstrate successful job performance.

<BYLAWS CURRENT AS OF 14 April 2003 >