ARTICLE I. DUTIES AND POWERS – EXECUTIVE BRANCH

Section 1. Executive Cabinet Composition – Shall be composed of the Student Body President, Executive Vice President, Vice President of Administration & Finance, Vice President of University Affairs, Chief Justice, and a Chief of Staff. For the purpose of effective communication and cohesion, the Chief Justice shall be an ex-officio to the Executive Cabinet and the Judicial Branch. The position description is included in Article III of this document.

Subsection A. Student Body President
1. To act as the official spokesperson for the StUDent Government Association (SGA) and the undergraduate student body.
2. To address the undergraduate student body at least once per semester.
3. To serve as a non-voting member during Legislative business.
4. To call a special Legislative or Executive meeting at any time he/she deems necessary in the interests of the student body, or whenever petitioned by two-thirds (2/3) of the members of the Legislature with a notice of 48 hours in advance.
5. To appoint a Chief of Staff by the first legislative meeting following inauguration as stated in the Article V, Section 2 of the Constitution.
6. To organize and conduct an Executive Cabinet Retreat in conjunction with the SGA advisor.
7. To organize and conduct a Legislative Training Session during the fall academic semester after the fall elections are finalized.
8. To serve on or appoint undergraduate student members to all advisory committees and boards requiring student input.
9. To document and report back to the Executive Cabinet and Legislature on all attended meetings.
10. To maintain communication with the University President and administration throughout the fall and spring academic semesters.
11. To meet with the Graduate Student Senate President on a need basis.
12. To serve as an ex-officio, non-voting member of all SGA ad-hoc committees.
13. To chair all Executive Cabinet meetings.
14. To serve as the SGA’s representative and liaison to local and national Student Governments.
15. To delegate said duties and responsibilities as necessary at his or her discretion in the event of a temporary absence from power.
16. To fill any vacant seat through an appointment process as specified in the Constitution.
17. To attend University Student Center’s (USC) President’s training in the fall to understand and promote University policies, processes, and resources.
18. To have served one (1) full term in the Executive Cabinet.

Subsection B. Executive Vice President
1. To perform such duties as the Student Body President may assign him/her in the administration of the Executive Branch.
2. To perform the duties of the Student Body President in his or her absence.
3. To serve as the Speaker of the Senate.
4. To be a non-voting member in Senate meetings. He/she shall reserve the right to cast a tie-breaking vote.
5. To keep abreast of Senate proceedings and policy considerations.
6. To create the agenda and chair monthly meetings of the StUDent Government Association.
7. To host Legislative Branch meetings at his/her discretion.
8. To meet with the President’s of Registered Student Organization’s on a need basis.
9. To maintain regular dialogue with the Vice President of Administrative & Finance and the Vice President of University Affairs insuring their duties and responsibilities are being carried out properly.
10. To monitor and report all actions pertaining to student interests taken by the campus administration.
11. To attend University Student Center’s (USC) President’s training in the fall to understand and promote University policies, processes, and resources.
12. To have served one (1) full term in the SGA.

Subsection C. Vice President of Administration & Finance

1. To perform such duties as the Student Body President may assign him/her in the administration of the Executive Branch.
2. To act as Chief Financial Officer of the SGA.
3. To pay all debts accrued by the SGA.
4. To have voting rights in Senate meetings.
5. To set the agenda for Programming, Finance, and Public Relations Senators and Committees.
6. To meet with his/her committee at least once a month.
7. To submit budget requests to the University Student Centers Allocation Board.
8. To serve on the University Student Centers Allocation Board.
9. To personally review all requests for funding before they are voted on at the Finance Committee meetings.
10. To veto any spending of the Committees, as he/she may deem necessary.
11. Must have served one (1) full term in the SGA.

Subsection D. Vice President of University Affairs

1. To perform such duties as the Student Body President may assign him/her in the administration of the Executive Branch.
2. To monitor and report all actions pertaining to academic actions taken by the University administration.
3. To have voting rights in Senate meetings.
4. To set the agenda for the Academic Affairs, Residential Affairs, Governmental Affairs, and Student Affairs Senators and Committees.
5. To disseminate issues and information to respective committees.
6. To help carry out all committee initiatives.
7. To meet with each of his/her committees at least once a month.
8. To meet with the Provost during the fall academic semester to discuss campus initiatives.
9. To be responsible for maintaining regular communication between SGA academic representatives and their respective student counterparts in Senate.
10. To oversee the participation of all academic Senators on the Dean’s college advisory board.
11. To attend University Student Centers (USC) President’s Training in the Fall to understand and promote University policies, processes, and resources.
12. To have served one (1) full term in the SGA

Subsection E. Chief of Staff

1. To perform such duties as the Student Body President may assign him/her in the administration of the Executive Branch.
2. To be an ex-officio, non-voting member of the Executive Cabinet and Legislature.
3. To help the Student Body President create agendas and conduct regular meetings for the Executive Cabinet.
4. To monitor the duties and responsibilities of members of the Executive Cabinet.
5. To be appointed by the Student Body President as stated in Article IV, Section 3 of this document.
6. To serve at the discretion of the Student Body President.

Subsection F. Executive Branch Duties and Responsibilities

1. The Executive Cabinet reserves the right to block any proposal being brought to the Senate floor that does not support the organizations mission or is a proposal that the organization cannot take a stance on
due to University policy. A unanimous vote among the elected members of the Cabinet must be recorded in order for the Cabinet to block proposals.

2. Executives shall be required to attend every Executive meeting.

3. In the event of a vacancy in the office of the Student Body President:
   a. The Executive Vice President will act as the Interim Student Body President.
   b. The process for succession shall be as follows: an election among the Legislature shall decide whom among the following candidates – Vice President of University Affairs and Vice President of Administration & Finance – shall serve as the new Executive Vice President. If none of the two (2) Vice Presidents choose to participate in the election, Senators may then self-nominate to fill the vacancy. An election among the Legislature shall decide who among the self-nominated candidates will fill the Executive Vice President office. Any vacant Vice President positions shall be filled through an election amongst the Legislature where Senators may self-nominate themselves for candidacy.

4. All Executives must attend all Senate meetings for the purpose of reporting and discussing the activities of their particular office.

5. In the case an Executive will be absent from a meeting of the Legislature, he/she must submit a written report to the Chief Justice no less than 48 hours before the meeting the Executive will be absent from.

6. Any Executive who has two (2) unexcused absences from Legislative meetings will be brought before the Judicial Branch. After three absences, the Judicial Council (refer to Article III for Council composition) shall notify the Executive of their ruling. If dismissed, the Executive may appeal to the Legislature at its next Senate meeting, and must inform the Speaker at least 48 hours in advance of his/her appeal. A reinstated Executive may not miss any more meetings without facing dismissal. In such an event, the Executive may repeat the appeals process.

7. Executives shall be required to attend all Executive and Legislative retreats; failure to do so shall be considered an absence.

8. No Executive shall be charged with an absence for missing a meeting in any of the following cases:
   a. The meeting is held when school is not in session or during winter/summer sessions; or,
   b. The meeting is held on a religious or ethnic holiday which prohibits participation at the meeting, provided the Executive notified the Chief Justice in advance; or,
   c. The meeting is held in a location that is inaccessible to an Executive due to a temporary or permanent disability; or,
   d. Any other reason that is protected under federal or state employment law; or,
   e. The reason is pertinent to the duties and responsibilities of his/her position.

9. Executives shall be required to keep a minimum of one (1) office hour per week in the SGA office.

10. At the discretion of the Student Body President, each Executive shall submit an initial Goals and Timetables Report for their position as a plan of action for each Executive in the execution of their office.

11. Each Executive is subject to progress reviews conducted by the Student Body President at different times during his/her term.

12. Each Executive shall be required to submit a final report to the Chief Justice at the close of each academic year outlining their year’s progress and their advice for future members.

Subsection G. Executive Cabinet Eligibility

1. The Student Body President shall have served one (1) full term in the Executive Cabinet while maintaining a 2.5 GPA.

2. All full-time matriculated undergraduate students who have served one full term in SGA, with at least a 2.5 GPA, are eligible to hold the remaining positions in the Executive Cabinet as mentioned in Article II, Section 1 of the Constitution.

ARTICLE II. DUTIES AND POWERS – LEGISLATIVE BRANCH

Section 1. The Legislature – SGA Senate meetings shall be the voting session for the Legislature. There shall be a total of eight (8) voting sessions each academic year. These meetings shall take place once a month during the
academic semesters. Meetings shall last no longer than 120 minutes. With a 2/3 legislative approval, the meeting may be extended.

Subsection A. Composition of the Legislature
1. Full-time matriculated undergraduates at the University of Delaware shall be eligible for office in the SGA Legislature.
2. The Legislature shall be divided into elected and appointed Senators as shown below:
   i. Fall Elected: five (5) Student Affairs; one (1) Residential Affairs; seven (7) Academic Affairs
   ii. Fall Appointed: any current position that is vacant
   iii. Spring Elected: five (5) Student Affairs
   iv. Spring Appointed: two (2) Governmental Affairs; three (3) Programming; three (3) Public Relations; three (3) Finance; two (2) Associate Justices
3. A Senator cannot concurrently serve as a member of the Executive Cabinet.
4. There shall be three (3) reserved seats for freshman Student Affairs Senators elected at the beginning of the fall semester.
5. Academic Senators shall represent the college that they are officially enrolled in according to the Registrars office.
6. Any Academic Senator who transfers to a different college during his/her term, shall continue to represent their original elected position until the end of the academic year.

Subsection B. Duties and Responsibilities of Senators
1. Senators shall attend legislative meetings, fulfilling all powers and duties.
2. Shall sponsor legislation:
   a. Senators shall submit an Action Plan for legislation they sponsor to the Speaker prior to their bill’s passage in the monthly Senate meeting.
   b. The proposal addendum shall contain research of the issue and a Senator sponsor.
   c. The Speaker reserves the right to bring proposals to the floor for vote based on his/her discretion.
   d. A legislative majority vote can bring a proposal to the floor without the Speaker’s approval.
   e. As stated in Articles XI and XII of the Constitution, once a motion is passed, the Student Body President reserves the right to either sign or veto the motion.
3. The policy regarding absences from required meetings or SGA sponsored events is as follows:
   a. A Senator shall be considered absent if they are missing from a meeting without notifying the Chief Justice and receiving approval. It is up to the discretion of the Chief Justice to grant excused absences for events like, but not limited to, family emergencies, religious holidays, and required events for class. The Chief Justice has the right to request documentation for absences if he or she feels that the attendance of the Senator in question is not consistent.
   b. Unexcused absence from two (2) meetings during an academic semester shall be grounds for meeting with the Judicial Council.
   c. Any Senator that accrues three (3) unexcused absences in an academic semester will be brought before the Judicial Council for review and shall be notified by the Chief Justice regarding the Council’s decision to dismiss or preserve the Senators membership.
4. No member of the Legislature shall be charged with an absence for missing a meeting in any of the following cases:
   a. The meeting is held when school is not in session or during summer or winter sessions; or
   b. The meeting is held on a religious or ethnic holiday which prohibits participation at the meeting, provided the member of the Legislature notifies the Speaker and Chief Justice in advance; or
   c. The meeting is held in a location that is inaccessible to a member of the Legislature due to a temporary or permanent disability; or
   d. Any other reason that is protected under federal or state employment law; or
5. All Senators shall be required to attend all regular meetings of the Committee(s) to which they belong.
6. Senators shall be required to perform constituency outreach as approved by their respective Vice President.
7. Senators shall be required to keep a minimum of one (1) office hour per week in the SGA Office.
8. Senators may, during any regular meeting, vote by proxy provided that they specify the following information: name of the Senator, the Senators constituency, the date, the appropriate legislation, the
vote to be cast, and the Senators signature. The proxy shall be given to the Speaker. The proxy will apply to the original wording of the legislation only, with the exception of any grammatical changes, which do not change the content of the legislation.

9. Residential Senators must attend Residential Student Association meetings as specified in the Vice President of University Affairs agenda.

10. Academic Senators shall be required to meet with their respective Dean’s Student Advisory Board and report back at Legislative meetings.

Subsection C. The Speaker of the Senate

1. Duties and Responsibilities of the Speaker
   a. To represent the Executive Cabinet in the Legislature as an ex-officio, tie-breaking voting member.
   b. To maintain his/her responsibilities as a member of the Legislature.
   c. To chair Legislative meetings.
   d. To set the agenda for each regularly scheduled legislative meeting 36 hours in advance.
   e. To notify all members of the Legislature of future meetings.
   f. To hold such meetings as he/she may deem necessary in the administration of the Legislature.
   g. Shall, in conjunction with the Chief Justice and Chief-of-Staff:
      i. Keep electronic copies of minutes, agendas, and all proposed Legislation saved on networked computers in the SGA office under folder SGA Legislative Records.
      ii. Keep paper copies of all proposed Legislation, including a copy of all legislation signed by the Student Body President, in a properly labeled binder in the SGA office.
   h. To submit a formal letter with the proposal and addendum to the respective parties affected after ten days since a proposal has been passed the Senate and has been signed by the Student Body President.

ARTICLE III. DUTIES AND POWERS – JUDICIAL BRANCH

Section 1. The Judicial Branch – Shall be composed of the Chief Justice and two (2) Associate Justices. Shall also be known as the Judicial Council when in a voting session.

Subsection A. Duties and Responsibilities of the Chief Justice

1. To set the agenda for the Judicial Branch;
2. To enforce the constitution, bylaws, and membership obligations;
3. To maintain accurate attendance records of SGA Senators and minutes of SGA Meetings
4. To develop and uphold a rewards program for exemplary members
5. To meet with the Judicial Branch at least biweekly;
6. To call special sessions of the Judicial Council when he/she deems it necessary, or whenever petitioned by the Student Body President, or by a majority of the Legislature with a notice of 48 hours in advance.
7. To be the official spokesperson of the Judicial Council in issuing verdicts or decisions.
8. To correspond with the Student Body President of the SGA and the Speaker of the Senate to ensure proper procedure.
9. To be responsible for the training of the Judicial Council and the integration of new members.
10. To assist with the Newly Recognized Student Organization Recognition Process.
11. To attend University Student Centers (USC) President’s Training & Treasurer in the Fall to understand and promote University policies, processes, and resources.
12. Shall have served one (1) full term in SGA.

Subsection B. Duties and Responsibilities of the Judicial Council

1. The Judicial Council shall consist of the Chief Justice and two (2) Associate Justices. Committee members may attend meetings of the Judicial Branch, but do not have voting rights on the Judicial Council.
2. To have original jurisdiction over:
a. The constitutionality of any action taken by the Student Government Association, and any affiliates or members thereof.
b. SGA Election cases arising from SGA By-laws and procedures. Such action may be initiated by:
   i. A written petition of the SGA advisor.
   ii. A written petition of the Presidential or highest ranking candidate of any party recognized by the SGA Election Board.
   iii. A written petition of any independent candidate recognized by the SGA Election Board.

3. To take Judicial Action when initiated by:
   a. A majority petition of the Legislature, the Executive Cabinet, and/or the standing Committees.
   b. A written petition of the Student Body President.
   c. A written petition of at least six members of a recognized student organization.
   d. A written petition of at least five-hundred (500) students of the undergraduate student body.
   e. To have Appellate Jurisdiction over any legislation that deals with the SGA Constitution and By-laws. In these cases, the Judicial Council shall review the written appeals and any rebuttals submitted and determine whether or not sufficient grounds exist for the Council to render a judgment.

4. To accept or reject any action brought before the Council within ten (10) academic days. Appeals must be written and submitted to the Council with their grounds and any pertinent information within seven (7) academic days following a petition by the Executive Cabinet or Legislature.

5. To determine its own rules of procedure in addition to any stated herein or in the Constitution.

6. All decisions of the Judicial Council shall be final.

7. To submit written documentation of the Judicial Council’s decision to the concerned parties, the Student Body President, Speaker of the Senate, and the SGA advisor within seven (7) days after the judgment.

8. To meet at least biweekly during fall and spring academic semesters, or as otherwise determined by the Chief Justice.

Subsection C. Duties and Responsibilities of the Advisor to the Judicial Branch

1. To serve as the direct link between the Judicial Council and the Administration.
2. To be present at all judicial hearings of the Judicial Council.
3. To serve as a voting member when an Associate Justice or the Chief Justice is in question of his/her performance.

Subsection D. Appointment Procedure

1. Vacant Justice positions shall be made public knowledge.
2. The Executive Cabinet shall conduct an interview process.
3. The Student Body President, with a 2/3 Legislative approval, shall fill a vacancy in the Judicial Branch through an appointment process.

ARTICLE IV. ELECTIONS & APPOINTMENTS

Section 1. Election Board

Subsection A. Composition

1. Elections Committee shall comprised of the outgoing SGA President, the SGA Advisor and a full time University Student Centers staff member who will serve as the UD administrative contact for IT and process detail.
2. Should the outgoing President be running for re-election, the SGA Executive Cabinet will make a determination as to an outgoing Vice President or if not available, an outgoing Senator to serve as a committee member.

Subsection B. Duties and Responsibilities
1. The Election Board, under the supervision of the SGA Legislature, shall supervise and conduct all elections provided for in the Constitution and By-laws. This shall include all general elections.
2. The number and location of polling places and the Elections Calendar shall be decided by the Election Board.
3. The Judicial Council shall have appellate jurisdiction questions involving election rules or procedures, including those involving Constitutional matters.
4. The Election Board shall post the dates for nominations and elections of officers for the SGA in two (2) successive issues of a major campus publication prior to the deadline for nominations.
5. Certifications of eligibility for candidates for office shall be presented to the Election Board in accordance with the election rules.

Section 2. Elections

Subsection A. Rules and Procedures
1. The issued Election Rules of the StUDent Government Association shall govern all election proceedings.
2. Full time matriculated undergraduate candidates with a 2.5 or higher GPA and in good standing with the University may have the right to place him/herself in nomination for any office for which that student is qualified as stated by the StUDent Government Association (SGA) Constitution and the SGA Elections Committee during the prescribed time.
3. No student shall be in nomination for more than one position in any given SGA conducted election. All candidates must abide by the SGA Elections Rules and the University Code of Conduct in order to be recognized on the SGA Elections Ballot.
4. Any candidate wishing to appeal a disqualification shall submit a formal letter to the Election Committee stating their case.
5. A decision by the Election Committee shall be made 24 hours after the formal appeals letter is submitted.
6. If warranted, the Election Committee may submit an appeal to the Assistant Director of Registered Student Organizations for a final decision.

Subsection B. Election Dates and Elected Officials
1. There shall be a Fall and Spring election.
2. Fall elections shall take place by the 3rd week of the October.
3. Fall elections shall include the following positions:
   i. 5 Student Affairs Senators
   ii. 7 Academic Affairs Senators
   iii. 1 Residential Affairs Senator
4. Any unfilled Fall elected positions may be appointed or left vacant by the Student Body President.
5. Spring elections shall take place by the 3rd week of April.
6. Spring elections shall include the following positions:
   i. Student Body President
   ii. Executive Vice President
   iii. Vice President of Administration & Finance
   iv. Vice President of University Affairs
   v. Chief Justice
   vi. 5 Student Affairs Senators

Section 3. Appointments

Subsection A. Appointed Members
1. Appointments shall take place during the Spring semester. Below are the appointed members:
   i. Chief of Staff
   ii. 2 Governmental Affairs Senators
   iii. 3 Programming Senators
   iv. 3 Finance Senators
v. 3 Public Relations Senators  
vi. 2 Associate Justices  

Subsection B. Appointment Procedure  
1. After inauguration, the newly elected Executive Cabinet shall conduct interviews to fill appointed positions in the Spring semester.  
2. Appointed positions shall be made public to the undergraduate student body.  
3. Applications shall be publicly displayed.  
3. All appointments shall be confirmed by a 2/3 Legislative vote.  

Section 4. Transitioning Period  
1. A mandatory transition period will occur between the election and installation of Executives, Senators and Associate Justices. This transition will include, but is not limited to:  
   a. Members-elect/appointed are required to attend all meetings appropriate to their position.  
   b. Members-elect/appointed shall shadow the current office holder during the transition period.  
   c. Members are required to attend the inauguration and swearing-in ceremony of their successors.  
2. The Senator/Executive-elect/appointed shall assume office after being sworn in at the last SGA meeting of the academic year.  

ARTICLE V. COMMITTEES  

Section 1. Organization  

Subsection A. Function  
1. To conduct investigation, research, and oversight of all campus policies and bodies within their relevant jurisdiction, according to the needs and interests of the student body.  
2. To research and draft legislation serving the needs of the student body and the functions of the committee relevant to their jurisdiction.  
3. To assess, review, and amend all legislation delegated to them by the Speaker in conducting the business of the Legislature, and to provide such additional advice as may be requested of them by that body.  
4. To perform such additional functions in conducting the business of the SGA as may be seen fit.  

Subsection B. Legislative Standing Committees  
1. There shall be six (6) standing committees:  
   i. Academic Affairs  
   ii. Residential Affairs  
   iii. Student Affairs  
   iv. Programming  
   v. Finance  
   vi. Public Relations  
2. Committee descriptions are in Article II, Section 2 of the Constitution.  

Subsection C. Ad Hoc Committees  
1. The Legislature may create such ad hoc committees, as it deems necessary to carry out the business of the SGA with a legislative majority approval.  
2. An ad hoc committee may be created through a resolution or at the discretion of the Student Body President with a legislative majority approval.  
3. All ad hoc committees shall be given a specific mission and timetable for their work at the time of their creation.  
4. The Legislature may specify, as it deems necessary, the number and composition of members on any ad hoc committee.
5. All ad hoc committees shall be subject to reinstatement at the beginning of each academic school year.

Subsection E. Composition
1. Committees are open to all members of the Undergraduate Student Body.
2. Senators shall work under their respective committee.
3. Senators are able to participate in various committees, but only have committee-voting rights for their assigned committee.
4. Any full-time matriculated undergraduate student may be a committee member.
5. A non-elected or non-appointed committee member does not have voting rights.
6. Committee members must sign and abide by the committee member attendance policy.

Section 2. Committee Chairs

Subsection A. Selection of Committee Chairs
1. Any Senator shall be eligible for appointment as a Legislative Committee Chair.
2. It is at the discretion of the committee to decide whether or not to appoint a chairman.
3. Selection procedure shall be a majority vote of the committee.

Subsection B. Duties and Responsibilities of Committee Chairs
1. To establish, in conjunction with the members of their committees, goals, timetables and objectives for their committee each academic semester.
2. To submit to the Legislative mid-year and annual reports of their committee’s activities at its last Senate meeting in December and its last meeting in May.
3. To delegate to members of their committees such duties and responsibilities as they see fit in the pursuit of the business of the committee.
4. To maintain accurate records of committee business including attendance of members and minutes of all committee meetings.

Section 3. Duties and Responsibilities of Committees

Subsection A. Academic Affairs Committee
1. The Committee shall be charged with conducting oversight and formulating legislation on all matters of academic policy at the University and business of the Senate, which concern the undergraduate student body.
2. The Senators shall represent their respective colleges in the college advisory committees regarding student concerns with University academic policies, procedures, and initiatives.
3. The Committee shall be charged with promoting a working relationship between the SGA and the University on matters of academic policy.
4. These Senators shall report directly to the Vice President of University Affairs.

Subsection B. Residential Affairs Committee
1. This committee shall be composed of one (1) Senator.
2. Shall be responsible for addressing all residential related concerns and support activities to promote relationships with each of the four campuses (North, South, East, and West).
3. Shall be elected in the Fall and serve as the official liaison between the Residential Student Association (RSA) and StU Dent Government Association (SGA).
4. The Senator will serve as a conduit of information to and from RSA.
5. The Committee shall meet as necessary with the Director of Resident Life in order to discuss issues of concern to campus residents.
6. This Senator will work directly with the Vice President of University Affairs.

Subsection C. Student Affairs Committee
1. The purpose of the Student Affairs Committee shall be to provide general oversight on issues of concern to the student body including University policies and campus issues, including but not limited to issues affecting campus residents.
2. The Committee shall be charged with conducting oversight and drafting legislation regarding relevant University policies and programs.
3. The Committee shall be charged with advocating for student concerns on transportation issues.
4. The Committee shall meet as necessary with the Director of Transportation Services, the Director of Resident Life, the Director of Residential Facilities, the Director of Facilities Management, and the Director of Dining Services to discuss University policies and procedures of concern to the undergraduate student body.
5. The Committee shall be charged with conducting oversight and formulating legislation on all matters of the University.
6. The Committee shall conduct such other activities as are deemed necessary in promoting the general welfare of the undergraduate student body.
7. The Committee shall be charged with taking such actions as are deemed necessary to improve and maintain the security of the campus and the safety of members of the student body.
8. The Committee shall, in conjunction with the Vice President of University Affairs, the President, the University Police Department, plan and conduct an annual Safety Walk. This event shall be designed to explore and highlight potential improvements to the security of the campus and the surrounding area.
9. These Senators report directly to the Vice President of University Affairs.
10. One Student Affairs Senator shall be appointed by the Vice President of University of Affairs to represent the StUDent Government Association at Green Senate meetings.

Subsection D. Finance Committee
1. The Finance Committee shall be responsible for the allocation of StUDent Government Association funds and assist with University Student Centers Treasurer Training.
2. Three (3) Finance Senators shall be appointed by the Executive Cabinet in the Spring.
3. These Senators work directly with the Vice President of Administration & Finance.

Subsection E. Governmental Affairs Committee
1. To determine student concerns and needs with regards to local, state, and federal governmental policies and issues that affect the undergraduate members of the student body, and to assist in pursuing the agenda of the Student Body President and the SGA.
2. To determine student concerns and needs with regards to the development of University and advocate these to the city of Newark, the University of Delaware, and the State of Delaware.
3. The committee shall be responsible for maintaining dialogue with all bodies concerned with student interests in regards to governmental issues and policies.
4. At the discretion of the Vice President of University Affairs, the committee shall assist in the Voter Registration and Get-Out-the-Vote efforts.
5. There shall be a minimum of two (2) Senators on the committee.

Subsection F. Public Relations Committee
1. The purpose of the Public Relations Committee is to promote awareness of the activities, resources, and responsibilities of the SGA among the student body and to provide publicity to SGA sponsored events and other important campus occurrences.
2. The Committee shall promote awareness of SGA activities and provide publicity to SGA sponsored events according to its mandate.
3. The Committee shall conduct regular outreach to undergraduates in the form of polls or surveys in order to gauge awareness of SGA activities and receive feedback on the organization’s performance as well as the needs and desires of the student body.

Subsection G. Programming Committee
1. Shall be responsible for planning and executing all major events for the StUDent Government Association including but not limited to: Fall Election events, Spring Elections events, and special events to support the mission of the organization.
2. Three (3) Programming Senators shall be appointed by the Executive Cabinet in the Spring.
3. These Senators shall work directly with the Vice President of Administration & Finance.
4. The Committee shall perform at least two (2) constituent-specific outreach efforts per semester.

ARTICLE VI. STUDENT GROUP RECOGNITION

Section 1. RSO Recognition

Subsection A. Procedure
1. The Judicial Branch shall participate in the new RSO recognition process.
2. The Chief Justice and Associate Justices shall participate in constitutional review where they will provide feedback to the new student group.
3. The Associate Justices and committee members who serve in the Judicial Branch shall conduct tours of Student Centers.
4. With the approval of the Chief Justice, after a completion of one (1) academic semester, new Judicial Branch members may participate in the constitutional review policy.

ARTICLE VII. PETITION AND IMPEACHMENT

Section 1. Petition

Subsection A. Procedure
1. A formal petition, when it has been endorsed by at least five-hundred (500) members of the undergraduate student body and submitted to the Legislature, shall be brought up for consideration at the next meeting of the Legislature.
2. The Legislature may decide to take any action within the scope of its authority on a petition, or may decide to take no action.
3. If the Legislature takes no action, the petition shall be automatically placed on the ballot in the next SGA election as a non-binding referendum.

Section 2. Impeachment

Subsection A. Procedure
1. The Legislature shall be empowered to bring impeachment proceedings against any representative, executive, or liaison of the organization as specified in Article VI of the Constitution.
   a. The Impeachment process begins when formal charges are brought against the officer in question.
   b. Impeachment proceedings can open in one of the following ways:
      i. Direct Call for Impeachment by a member of the Legislature.
      ii. Ordered by the Chief Justice.
   c. The Judicial Council is authorized to conduct an impeachment investigation once called upon as stated above.
      i. The Judicial Council shall have five (5) academic days to conduct their investigation after a motion of impeachment has been passed by a simple majority of the Legislature.
      ii. During this investigative process the Judicial Council has the power to conduct interviews, collect evidence, and draft an impeachment report.
      iii. The Impeachment Report should include a summary of the evidence.
      iv. If there is a substantial amount of evidence against the member, the member in question shall be asked to leave office by the Judicial Council prior to a Legislative vote.
   d. The Legislature must vote on the articles of impeachment at the meeting in which they are presented. The vote to pass a motion to impeach shall be a 2/3 legislative vote.
2. Upon the passing of a successful motion to impeach, the Speaker shall submit a written petition to the Judicial Council on behalf of the Legislature within five (5) academic days of a successful vote by the Legislature to commence impeachment proceedings. The petition shall include the name and position of the member facing impeachment and shall detail the charges against this member. In the event that impeachment proceedings are brought against the Speaker, the Student Body President shall submit the written petition.

3. All three (3) Justices must be present and vote at this hearing, including the SGA Advisor.

4. Following the hearing, the Judicial Council has twenty-four (24) hours to render a decision, which shall be final. Impeachment shall pass by a majority of the council. The Chief Justice shall ensure the concerned party; the Student Body President, the SGA Advisor, and the Speaker of the Senate are immediately notified of the decision.

ARTICLE VIII. DISCLOSURE PROVISION

Section 1. Senator Membership Agreement

Subsection A. Obligations
1. All SGA members, elected and/or appointed, are subject to have both their academic and judicial records checked by an official of the Student Centers each semester for the following eligibility criteria:
   a. Minimum 2.5 cumulative GPA
   b. Currently not on academic probation
   c. No serious Judicial record (what constitutes serious will be determined by Student Centers)
2. Any member failing to meet one or more of the above criteria will be dismissed from the SGA.

Subsection B. Membership Waiver
1. All Senators, Executives, and Committee members shall be required to sign a contract after assuming office during their term in office which allows Student Centers to review their academic and Judicial records to determine their current status for participation in the SGA.
2. Student Centers shall then issue a report to the Student Body President informing them of any member who no longer meets eligibility requirements. The report shall contain no specific Judicial or academic information. Once the report is issued by Student Centers, those members who are ineligible shall be automatically removed without any formal action except notification of removal.
3. Any member, who refuses to sign a waiver at the beginning of each new semester, or as soon as new By-laws take effect, or at the time of his/her appointment to office during a new semester, shall forfeit his/her office.

ARTICLE IX. MEETINGS

Section 1. Executive Cabinet - The Executive Cabinet shall meet at least once a week during the Fall and Spring Semesters and in accordance to the University’s Academic Calendar.

Section 2. Legislative Branch – The meeting schedule for committees within the Legislative Branch will set by the Vice President for University Affairs and the Vice President of Administration & Finance.

Section 3. Judicial Branch – The Judicial Branch is required to meet at least biweekly. Members of the Judicial Branch are also expected to assist during University Student Centers New Registered Student Organization Recognition Days.

Section 4. Student Government Association Monthly Meetings – The entire association will meet at least once during the following months: September, October, November, December, February, March, April, May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote.
Section 5. Senate Meetings – Monthly Senate Meetings will be scheduled during the following months: September, October, November, December, February, March, April, May for no longer than 120 minutes. Meetings may exceed 120 minutes with a 2/3rds majority vote. Official StUDent Government Association business can only be voted upon during these sessions.

ARTICLE X. PRECEDENCE

Section 1. Governing Documents

Subsection A. Constitution
1. The StUDent Government Association Constitution shall take precedence over all governing documents of the organization.

Subsection B. By-Laws
1. These By-laws shall take precedence over any other governing document of the organization except the Constitution of the Student Government Association.

ARTICLE XI. DATE OF OPERATION

Section 1. Academic Sessions

Subsection A. Session Dates
1. The StUDent Government Association shall be “in-session” during the fall and spring academic semesters.
2. Responsibilities and duties shall be carried out throughout the year as needed.

Subsection B. Amendments
1. In the event that changes are made to the SGA By-laws, they must be introduced by the second to last meeting of the SGA Legislature considering the resolution.
2. Any amendments to these By-laws shall be ratified by a three-fourths (3/4) vote of the Legislature.
MICHELLE BARINEAU, STUDENT BODY PRESIDENT

TIERNEY KELLER, EXECUTIVE VICE PRESIDENT

ANDREW SHERMEYER, VICE PRESIDENT OF ADMINISTRATION & FINANCE

MEGAN FITZGERALD, VICE PRESIDENT OF UNIVERSITY AFFAIRS

DAVE MROZ, CHIEF JUSTICE

MARILYN PRIME, SGA ADVISOR