

BYLAWS

of

Student Government Southern Illinois University Edwardsville

Revised July 10, 2009



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**BYLAWS
OF
STUDENT GOVERNMENT
SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE**

Revised July 10, 2009

Article I – Duties and Responsibilities of the Student Body President

- A. Presides over the Executive Board.
- B. Vetoes Senate resolutions, subject to the following provisions:
 - 1. Resolutions approved by the Senate become official if not vetoed within 10 working days of Senate approval.
 - 2. The President must give the Senate written notification of a veto, including reasons for it, within the 10-day period.
 - 3. The President's veto must be presented to the Senate at its next regular meeting.
 - 4. A two-thirds majority of the total Senate membership is required to override a Presidential veto.
 - 5. The President may not veto the entire budget allocation recommended for the operation of the Student Government office; he/she may only veto line items.
- C. Makes appointments to the Executive Board, subject to the review and consent of the Senate.
- D. Carries out all official and ceremonial function pertaining to his/her office.
- E. Makes regular reports to the Senate on campus affairs.
- F. Attends regularly scheduled meetings of the Board of Trustees.
- G. Outlines the goals and objectives of his/her administration in consultation with the Legislative Branch and Executive Branch of Student government.
- H. Calls special meetings of the Senate for specific purposes.
- I. Monitors the day-to-day operation of the Student Government office.
- J. Serves and records office hours as defined pertaining to his/her office, with a minimum of 12 hours per academic week.
- K. Serves as an ex-officio member of all Senate subcommittees of which he/she is not a voting member.
- L. Submits a report, including accomplishments and recommendations, at the end of his/her term for the incoming President. The outgoing President should meet with the incoming President to provide guidance for the following year.
- M. Maintains Executive officer attendance records and office hours; provides a written record of all absences to the Senate at each regularly schedule senate meeting.
- N. Shall require all Presidential appointments to attend the Senate meeting at which the respective Presidential appointment is to be appointed.

Article II – Duties and Responsibilities of the Student Body Vice President

- A. Oversees the day-to-day operations of the Student Government Office when the Student Body President is not in his/her office.
- B. Presides over Senate meetings.
- C. Votes in Senate meetings in the event of a tie.

- D. Proposes legislation to the Senate and assists the President in carrying out the policies and procedures of the Senate.
- E. Assumes the office of President of the Student body in the event that the president is unable to fulfill his/her duties.
- F. Attends the regularly scheduled meetings of the Senate.
- G. Receives written proxies from Senators.
- H. Serves as an ex-officio member of all senate subcommittees and standing committees of which he/she is not a voting member.
- I. Monitors and oversees the office hours of Senators in a manner of his/her choice.
- J. Maintains committee reports from Senators serving on University-wide and Student Government committees.
- K. Maintains Senator attendance records and office hours; provides a written record of all absences to the Senate at each regularly scheduled senate meeting.
- L. Serves and records a minimum of 12 office hours in the Student Government office or another designated office each academic week.
- M. Enforce disciplinary actions as outlined in the bylaws, article seven.
- N. May impeach any Senator based on charges of malfeasance, misfeasance, or nonfeasance in office. A committee of three senators, appointed by the Director of Kimmel Leadership Center, shall investigate the charges brought by the Vice President initiating impeachment. The committee will forward its recommendation to the Senate for action. Conviction to remove a Senator requires a simple majority vote of the current membership (present or not) of the Senate.
- O. Compiles and submits the Student Government Goals Report at the last meeting of the academic term.
- P. Submits a report, including accomplishments and recommendations, at the end of his/her term for the incoming Vice President. The outgoing Vice President should meet with the incoming Vice President to provide guidance for the following year.
- Q. Or any other duties as assigned by the president.

Article III – Duties and Responsibilities of the Student Trustee

- A. Serves as the SIUE student representative to the SIU Board of Trustees.
- B. Attends the regularly scheduled meetings of the Board of Trustees.
- C. Carries out all official and ceremonial functions of his/her office.
- D. Attends all regularly schedule meetings of the Senate.
- E. Makes one monthly written and verbal report at the Senate meetings.
- F. Serves and records a minimum of three office hours in the Student Government office or another designated office each academic week.
- G. Serves as an ex-officio member of all Senate subcommittees of which he/she is not a voting member.
- H. Submits a report, including accomplishments and recommendations, at the end of his/her term of the incoming Student Trustee. The outgoing Trustee should meet with the incoming Trustee to provide guidance for the following year.

Article IV – Finance Board

Section A: Composition

The Finance Board shall consist of a minimum of nine and a maximum of 12 voting members and a chair (Financial Officer). The voting members shall be appointed by the Internal Affairs Officer, subject to two-thirds approval by the Senate.

At the beginning of his/her term, and whenever else necessary, the President shall appoint the Financial Officer, subject to ratification by two-thirds of the total Senate.

One member shall be designated by the Financial Officer as the vice chair of the Finance Board, pending approval by the President.

The President shall be an ex-officio, non-voting member of the Finance Board.

Senators, unless already voting Finance Board members, shall be ex-officio, non-voting members of the Finance Board.

Appointments shall be for the academic year and may be renewed pending approval of the Senate.

No more than two Senators may serve as voting members of the Finance Board.

Section B: Qualifications

Each member shall be a currently enrolled SIUE student in good disciplinary standing.

Each member, except the Financial Officer and Senate members, shall have and maintain a cumulative GPA of at least a 2.0.

The Financial Officer must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her terms in office.

The Financial Officer must have completed one academic term as a full-time student at Southern Illinois University Edwardsville.

Section C: Financial Officer

- A. The Financial Officer shall preside at all Finance Board meetings.
- B. The Financial Officer may only vote in the event of a tie.
- C. The Financial Officer shall be responsible for the organization and operation of the Finance Board and for communication of its operation to the Senate.
- D. The Financial Officer shall attend all Senate meetings.

- E. The Financial Officer shall track the fiscal history of all Student Government accounts and report all account balances in a written report and in a verbal report at the Senate meeting.
- F. The Financial Officer must serve and record a minimum of 10 hours in the Student Government office or another designated office each academic week.
- G. The Financial Officer shall forward all pending material to Finance Board members at least two days prior to scheduled Finance Board meetings.
- H. The Financial Officer shall be the spokesperson for the Finance Board and will submit all Finance Board business to the vice president at least three days prior to each Senate meeting.
- I. Finance Board recommendations, based on the consensus of the Finance Board, will be forwarded through the Financial Officer to the vice president. The vice president shall include these matters on the next Senate agenda for Senate approval.
- J. Will submit a report, including accomplishments and recommendations, at the end of his/her term for the incoming Financial Officer. The outgoing Financial Officer should meet with the incoming Financial Officer to provide guidance for the following year.
- K. Or any other duties as assigned by the president.

Section D: Vice Chair

The vice chair, upon the absence of the Financial Officer, shall assume the duties of the Financial Officer.

The vice chair shall be a voting member of the Finance Board.

Section E: Meetings

No official business shall be conducted by the Finance Board unless quorum is established.

Quorum shall consist of 50 percent plus one (50% +1) of the total membership of the Finance Board.

Members shall be required to wait no longer than 15 minutes after the appointed meeting time to establish quorum.

Finance Board meetings shall be conducted in accordance with state statute as it pertains to open meetings. Meetings will also be conducted in accordance with these bylaws and with Robert's Rules of Order – Newly Revised.

The Finance Board shall meet biweekly, with at least seven meetings scheduled per semester.

Section F: Removal

The Financial Officer may dismiss members that are absent from two Finance Board meetings in a semester. Extraordinary cases will be judged on their own merit.

The Financial Officer may appoint new members to the Finance Board to replace those members that were dismissed with two-thirds approval of the Senate.

The Financial Officer may dismiss the vice chair for substantial reasons, with the consent of the President.

The Financial Officer may be removed according to Article IV. Section E, subsection five of the constitution.

The Financial Officer may be removed for just cause by a three-fourths vote of the Senate.

Section G: Duties and Responsibilities

Finance Board members will maintain a comprehensive record of all Finance Board business.

The Finance Board shall make recommendations to the Senate regarding the allocation of funds to support annual allocations for student organizations, student travel, and student programming.

The Finance Board shall exercise fiscal responsibility in establishing recommendations, and will work with all organizations in developing a sound approach to program budgeting.

The Finance Board shall have the power to establish subcommittees subject to a majority approval of the Senate.

After a program request has been approved by the Senate, a Finance Board member will be appointed to oversee the planning and execution of the program. The Finance Board member will meet with the contact person and a KLC staff person and submit a bi-monthly report to the Financial Officer to ensure that all deadlines are being met. Any correspondence should be carbon-copied to the Financial Officer and the KLC staff person.

Article V – Tuition and Fees Committee

Section A: Composition

The Tuition and Fees Committee shall consist of a minimum of five and a maximum of eight voting members and a chair. The voting members shall be appointed by the Internal Affairs Officer, subject to two-thirds approval by the Senate.

One member shall be designated by the chair as the vice chair of the Tuition and Fees Committee, pending approval by the president.

The president, the vice chancellor and assistant vice chancellor for student affairs, and the student trustee shall be ex-officio, non-voting members of the Tuition and Fees Committee.

Senators, unless already voting Tuition and Fees Committee members, shall be ex-officio, non-voting members of the committee.

Appointments shall be for the academic year and may be renewed pending approval of the Senate.

No more than four Senators may serve as voting members of the committee.

Section B: Qualifications

Each member shall be a currently enrolled SIUE student in good disciplinary standing.

Each member, except the chair, shall have and maintain a cumulative GPA of at least a 2.0.

The chair must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her terms in office.

The chair must have completed one academic term as a full-time student at Southern Illinois University Edwardsville.

The chair shall be the spokesperson for the Tuition and Fees Committee and will submit all committee business to the vice president at least three days prior to each Senate meeting.

Tuition and Fees Committee recommendations, based on the consensus of the committee, will be forwarded through the chair to the vice president. The vice president shall include these matters on the next Senate agenda for Senate approval.

Section C: Chair

The chair shall preside at all committee meetings.

The chair may only vote in the case of a tie.

The chair shall be responsible for the organization and operation of the committee and for communication of its operation to the Senate.

The chair shall forward all pending material to committee members at least two days prior to scheduled committee meetings.

Or any other duties as assigned by the president.

Section D: Vice Chair

The vice chair, upon the absence of the chair, shall assume the duties of the Tuition and Fees Committee.

The vice chair shall be a voting member of the Tuition and Fees Committee.

Section E: Meetings

No official business shall be conducted by the Tuition and Fees Committee unless quorum is established.

Quorum shall consist of 50 percent plus one (50% +1) of the total membership of the Tuition and Fees Committee.

Members shall be required to wait no longer than 15 minutes after the appointed meeting time to establish quorum.

Tuition and Fees Committee meetings shall be conducted in accordance with state statute as it pertains to open meetings. Meetings will also be conducted in accordance with these bylaws and with Robert's Rules of Order-Newly Revised.

The Tuition and Fees Committee shall meet twice a month after receiving the fees for review. Any other meetings will occur as needed.

Section F: Removal

The chair may dismiss members that are absent from two Tuition and Fees Committee meetings in a semester. Extraordinary cases will be judged on their own merit.

The Chair may appoint new members to the Tuition and Fees Committee to replace those members that were dismissed with two-thirds approval of the Senate.

The Chair may dismiss the Vice Chair for substantial reasons, with the consent of the President.

The Chair may be removed according to Article IV, Section E, subsection five of the Constitution.

The Chair may be removed for just cause by a three-fourths vote of the Senate.

Section G: Duties and Responsibilities

Tuition and Fees Committee members will maintain a comprehensive record of all Committee business.

The Tuition and Fees Committee shall make recommendations to the Student Senate regarding tuition changes and fee increases in accordance with the University fee review process.

The Tuition and Fees Committee shall exercise fiscal responsibility in establishing recommendations and will work with all University Departments in developing a sound approach to budgeting.

The Tuition and Fees Committee shall have the power to establish subcommittees subject to a majority approval of the Senate.

Article VI – Internal Affairs

Section A: Qualifications

The Internal Affairs Officer must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her term in office.

The Internal Affairs Officer must have completed one academic term as a full-time student at Southern Illinois University Edwardsville.

Section B: Removal

The Internal Affairs Officer may be removed for provisions stated in Article IV, Section E, subsection five of the Constitution.

The Internal Affairs Officer may be removed for just cause by a three-fourths vote of the total membership of the Senate.

Section C: Duties and Responsibilities

Website Duties

The Internal Affairs Officer shall be responsible for keeping the Student Government website up to date.

The Internal Affairs Officer shall be responsible for the proofreading and accuracy of the Student Government website.

Personnel Duties

The Internal Affairs Officer shall maintain an accurate list of committee and council memberships, shall interview candidates for appointment, and shall recommend appointments to committees and councils.

At the request of any voting member, the Internal Affairs Officer shall initiate recall procedures against any student representatives, appointed by constitutional procedure, for failure to fulfill his/her duties.

Non-attendance at the representative's council or committee meetings will lead to recall by the Internal Affairs Officer and a recommendation for removal to the President. Such removal is subject to approval by a majority vote of the Senate. The respective council or committee shall determine the number of absences a council or committee member may accumulate.

An appointee shall be notified in writing by the Internal Affairs Officer at least three working days before the Senate meeting at which his/her recall will be considered.

The Internal Affairs Officer shall recommend removal of committee appointees to the President. The appointee being recalled will be notified in writing within five working days after the Senate has determined that he/she has failed to fulfill his/her duties.

The Internal Affairs Officer's recommendations will be forwarded to the Vice President. The Vice President shall include these matters on the next Senate agenda for Senate approval.

The Internal Affairs Officer is responsible for a monthly written committee vacancy update report to be distributed to all members of the Senate. The report should also be posted in the Student Government office.

General Duties

The Internal Affairs Officer shall attend all Senate meetings.

The Internal Affairs Officer must serve and record a minimum of 10 hours in the Student Government office or another designated office each academic week.

The Internal Affairs Officer shall be responsible for organizing Student Government activities including, but not limited to, supplementary conferences, the end-of-the-year banquet, and other Student Government social gatherings.

Will submit a report, including accomplishments and recommendations, at the end of his/her term for the incoming Chair. The outgoing Chair should meet with the incoming Chair to provide guidance for the following year.

Or any other duties as assigned by the president.

Article VII – External Affairs Committee

Section A: Composition

The External Relations Committee shall consist of two subcommittees: Community Relations and Student Advocacy. The voting members shall be appointed by the Internal Affairs Officer, subject to two-thirds approval by the Senate.

At the beginning of his/her term, and whenever else necessary, the President shall appoint an External Affairs Officer, subject to ratification by two-thirds of the total Senate.

Two members shall be designated by the External Affairs Officer as Vice Chairs. One will serve as the Vice Chair of Community Relations and the other will serve as the Vice Chair of Student Advocacy, pending approval of the President.

The President shall be an ex-officio, non-voting member of the External Affairs Committee.

Senators, unless already voting External Affairs Committee members, shall be ex-officio, non-voting members of the Public Relations Committee.

Appointments shall be for the academic year and may be renewed for one year pending approval of the Senate.

Section B: Qualifications

Each member shall be a currently enrolled SIUE student in good disciplinary standing.

Each member, except the External Affairs Officer and Senate members, shall have and maintain a cumulative GPA of at least 2.0.

The External Affairs Officer must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her terms of office.

The External Affairs Officer must have completed one academic term as a full-time student at Southern Illinois University Edwardsville.

Section C: External Affairs Officer

Presides at all External Affairs Committee meetings.

Is responsible for the organization and operation of the External Affairs Committee and for communication of its operation to the Student Senate.

Must attend all Senate meetings.

Must serve and record a minimum of 10 office hours in the Student Government office or another designated office each academic week.

Shall be the spokesperson for the Senate.

May serve as the SIUE representative to the Illinois Board of Higher Education Student Advisory Council.

Will forward Committee recommendations, based on the consensus of the External Affairs Committee, to the Vice President. The Vice President shall include these matters on the next Senate agenda for Senate approval.

Shall be responsible for distributing the committee informational packet to any student requesting information by mail or in person.

Will submit a report, including accomplishments and recommendations, at the end of his/her term for the incoming External Affairs Officer. The outgoing External Affairs Officer should meet with the incoming External Affairs Officer to provide guidance for the following year.

Or any other duties as assigned by the president.

Section D: Meetings

The External Affairs Committee shall meet once a month as a whole.

The Student Advocacy Subcommittee will meet twice a month in addition to any lobbying activities and the External Affairs Committee meetings.

The Community Relations Subcommittee shall meet on a needs basis in addition to the External Affairs Committee meetings.

Section E: Removal

The External Affairs Officer may dismiss members that are unable to perform their duties as members of the External Affairs Committee. Extraordinary cases will be judged by their own merit.

If a member misses two meetings within the semester, he/she will be removed from the Committee. In most instances, absences must be excused by the External Affairs Officer and notice must be given prior to the meeting.

The External Affairs Officer may dismiss the Vice Chairs for substantial reasons with the consent of the President.

The External Affairs Officer may be removed for provisions stated in the Article IV, Section E, subsection five of the Constitution.

The External Affairs Officer may be removed for just cause by a three-fourths vote of the total membership of the Senate.

Section F: Community Relations Subcommittee

Duties & Responsibilities

Coordinate community building activities between the SIUE community and the city of Edwardsville.

Coordinate community building activities within the SIUE community.

Inform the community of Student Government's efforts.

Composition

The Community Relations Subcommittee shall consist of six voting members and the External Affairs Officer.

No more than three of the members can be Senators.

Section G: Student Advocacy Subcommittee

Duties and Responsibilities

Act on behalf of students' needs.

Research higher education topics that concern the students of SIUE.

Coordinate lobby efforts on behalf of the students of SIUE.

Composition

The Student Advocacy Subcommittee shall consist of an unlimited number of students

Article VIII – Student Organization Advisory Board

Section A: Composition

The Student Organization Advisory Board shall consist of seven voting members and the Organization Relations Officer (ORO). The voting members shall be: two Senators appointed by a majority of the Student Senate, and five students-at-large appointed by the Internal Affairs Officer, subject to approval by two-thirds of the total Senate.

At the beginning of his/her term, and whenever else necessary, the President shall appoint the ORO, subject to a two-thirds vote of the total Senate.

One member may be designated by the ORO as the Vice Chair of the Student Organization Advisory Board, pending approval by the President.

The President shall be an ex-officio, non-voting member of the Student Organization Advisory Board.

Senators, unless already voting Student Organization Advisory Board members, shall be ex-officio, non-voting members of the Student Organization Advisory Board.

Appointments shall be for the academic year and may be renewed pending approval of the Senate.

Section B: Qualifications

Each member of the Student Organization Advisory Board shall be a currently enrolled SIUE student in good disciplinary standing.

Each member, except the ORO and Senate members, shall have and maintain a cumulative GPA of at least 2.0.

The ORO must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her terms of office.

The ORO must have completed one academic term as a full-time student at SIUE.

Section C: Organization Relations Officer (ORO)

1. Presides at all Student Organization Advisory Board meetings.
2. May only vote in the event of a tie.
3. Is responsible for the organization and operation of the Student Organization Advisory Board and for communication of its operation to the Senate.
4. Must attend all Senate meetings.
5. Must serve and record a minimum of 10 office hours in the Student Government office or another designated office each academic week.
6. Shall forward all pending material to Student Organization Advisory Board members at least two days prior to scheduled Student Organization Advisory Board meetings.
7. Is the spokesperson for the Student Organization Advisory Board and must submit all Student Organization Advisory Board business to the Vice President at least three days prior to each Senate meeting.
8. Will forward SOAB recommendations, based on the consensus of the SOAB committee, to the Vice President. The Vice President shall include these matters on the next Senate agenda for Senate approval.
9. Shall either meet with petitioning student organizations or appoint a representative with approval of the Student Organization Advisory Board to meet with petitioning student organizations to assist with the drafting of their constitutions.
10. Will submit a report, including accomplishments and recommendations, at the end of his/her term for the incoming Chair. The outgoing Chair should meet with the incoming Chair to provide guidance for the following year.
11. Or any other duties as assigned by the president.

Section D: Vice Chair

Upon the absence of the ORO, shall assume the duties of the ORO.

Shall be a voting member of the Student Organization Advisory Board.

Section E: Meetings

No official business shall be conducted by the SOAB unless quorum is established.

Quorum shall consist of fifty percent plus one (50% +1) of the total membership of the Student Organization Advisory Board.

Student Organization Advisory Board members shall be required to wait no more than 15 minutes to establish quorum.

The Student Organization Advisory Board shall abide by the Constitution of the Student Government on matters not covered by these Bylaws. In matters not covered by these Bylaws, the Student Organization Advisory Board shall abide by Robert's Rules of Order-Newly Revised.

The Student Organization Advisory Board shall meet bi-weekly, with at least seven meetings scheduled per semester.

Section F: Removal

The ORO may dismiss members that are absent from two Student Organization Advisory Board meetings in a semester. The ORO shall recommend to the Senate for removal and replacement. Extraordinary cases shall be judged by their own merit.

The ORO may dismiss the Vice Chair for substantial reasons with the consent of the President.

The ORO may appoint new members to the Student Organization Advisory Board to replace those members that were dismissed with two-thirds (2/3) approval of the Senate.

The ORO may be removed for provisions stated in Article IV. Section F of the Constitution.

The ORO may be removed for just cause by a three-fourths vote of the total membership of the Senate.

Section G: Duties and Responsibilities

The Student Organization Advisory Board shall review the constitutions of petitioning student organizations and forward their recommendations to the Senate.

The Student Organization Advisory Board shall review all constitutions of recognized student organizations within a two-year period, with each organization's constitution being reviewed once within that two-year period following the procedures outlined in the Student Organization Handbook.

The Student Organization Advisory Board shall recommend to the Kimmel Leadership Center which student organizations shall receive space allocations of either locker space or office space, according to established policy regarding space allocations for student organizations.

The Student Organization Advisory Board shall serve in an advisory role to the Kimmel Leadership Center regarding student organizations.

Article IX – School Spirit and Pride Committee

Section A: Composition

The School Spirit and Pride Committee shall consist of a minimum of five voting members and a Chair. The voting members shall be appointed by the Internal Affairs Chair, subject to two-thirds approval by the Senate.

At the beginning of his/her term, and whenever else necessary, the President shall appoint a Chair, subject to ratification by two-thirds (2/3) of the total Senate.

One member shall be designated by the Chair as the Vice Chair of the School Spirit and Pride Committee, pending approval by the President.

The President shall be ex-officio, non-voting members of the School Spirit and Pride Committee.

Senators, unless already voting members of the School Spirit and Pride Committee, shall be ex-officio, non-voting members of the Committee.

Appointments shall be for the academic year and may be renewed pending approval of the Senate.

No more than three Senators may serve as voting members of the Committee.

Section B: Qualifications

Each member shall be a currently enrolled SIUE student in good disciplinary standing.

Each member, except the Chair and Senate members, shall have and maintain a cumulative GPA of at least a 2.0.

The Chair must have a cumulative GPA of at least 2.5 at the time of appointment and must maintain a cumulative GPA of at least 2.4 during his/her terms in office.

The Chair must have completed one academic term as a full-time student at Southern Illinois University Edwardsville.

Section C: Chair

1. Presides at all School Spirit and Pride Committee meetings.
2. May only vote in the event of a tie.
3. Is responsible for the organization and operation of the School Spirit and Pride Committee and for communication of its operation to the Senate.
4. Must attend all Student Senate meetings.
5. Must serve and record a minimum of 10 office hours in the Student Government office or another designated office each academic week.
6. Shall forward all pending material to School Spirit and Pride Committee members at least two days prior to scheduled School Spirit and Pride Committee meetings.
7. Is the spokesperson for the School Spirit and Pride Committee and must submit all School Spirit and Pride Committee business to the Vice President at least three days prior to each Senate meeting.
8. Will submit a report, including accomplishments and recommendations, at the end of his/her term for the incoming Chair. The outgoing Chair should meet with the incoming Chair to provide guidance for the following year.
9. Or any other duties as assigned by the president.

Section D: Vice Chair

The Vice Chair, upon the absence of the Chair, shall assume the duties of the School Spirit and Pride Committee.

The Vice Chair shall be a voting member of the school Spirit and Pride Committee.

Section E: Meetings

No official business shall be conducted by the School Spirit and Pride Committee unless quorum is established.

Quorum shall consist of 50 percent plus one (50% +1) of the total membership of the School Spirit and Pride Committee.

Members shall be required to wait no longer than 15 minutes after the appointed meeting time to establish quorum.

School Spirit and Pride Committee meetings shall be conducted in accordance with state statute as it pertains to open meetings. Meetings will also be conducted in accordance with these Bylaws and with Robert's Rules of Order-Newly Revised.

The School Spirit and Pride Committee shall meet twice a month. Any other meetings will occur as needed.

Section F: Removal

The Chair may dismiss members that are absent from two School Spirit and Pride Committee meetings in a semester. Extraordinary cases will be judged on their own merit.

The Chair may appoint new members to the School Spirit and Pride Committee to replace those members that were dismissed with two-thirds approval of the Senate.

The Chair may dismiss the Vice Chair for substantial reasons, with the consent of the President.

The Chair may be removed according to Article IV, Section E, subsection five of the Constitution.

The Chair may be removed for just cause by a three-fourths vote of the Student Senate.

Section G: Duties and Responsibilities

School Spirit and Pride Committee members will maintain a comprehensive record of all Committee business.

The School Spirit and Pride Committee shall create a budget within the first month of the fall semester, subject to a majority vote of the Senate.

The School Spirit and Pride Committee shall organize and plan events and activities to promote school spirit and pride on campus.

The School Spirit and Pride Committee shall have the power to establish subcommittees subject to a majority approval of the Senate.

Article X – Election Commission

Section A: Composition

An election commission shall be established to administer each general student body election.

The Election Commission shall be composed of the Election Commissioner, two members appointed by the Senate, one ex-officio member appointed by the President, and the Director of the Kimmel Leadership Center as an ex-officio member.

No later than the first Senate meeting of the spring semester, the President shall appoint the Election Commissioner, subject to the approval of two-thirds of the Senate.

Members of the Election Commission, except for the Director of the Kimmel Leadership Center, must be enrolled SIUE students; may not be affiliated with the campaign or support of any candidate; and may not be directly affiliated with the Student Government office, Senators, or Student Government staff personnel.

Section D: Duties and Powers of the Election Commission

Make and administer the election rules of procedure and administer the election.

Assist the Election Commissioner in the exercise of his/her duties and powers.

Conduct and monitor the counting of ballots cast in an election.

Section E: Duties and Powers of the Election Commissioner

1. Prepare and distribute election materials, including election rules and interpretations thereof; applications, forms, information, and eligibility requirements for positions; a list of candidates for the positions to be filled and information on candidate affiliations; referendum materials; and ballots.
2. Meet with all candidates within three days following the application deadline for candidacy.
3. Determine and certify the eligibility of candidates. The Election Commissioner has the final decision in the eligibility of all candidates and the election process.
4. Enforce election rules by investigating written charges filed by an enrolled student(s) alleging election rule violations by investigating election rule violations that otherwise come to his/her attention; by advising, verbally or by written notice, any applicable candidate(s) to cease any violation of election rules; and by disqualifying any candidate(s) guilty of election rule violations and taking appropriate action regarding the removal of such candidate(s) from election ballots.
5. Ensure that polling places are properly arranged and staffed, and that ballot boxes are secured during the election and are collected at the close of the election.
6. Validate, within 24 hours of completing the final count of ballots and in accordance with the guidelines and requirements for each applicable position, any write-in candidate(s) who receives a sufficient number of votes to be elected.
7. Submit, through the Election Commission to the Senate, a final report and make available to interested parties the following:
 - 1.) The final tally of votes cast for candidates listed on the ballot and for write-in candidates and
 - 2.) The validation of any write-in candidate(s) who receives a sufficient number of votes to be elected.
8. Must attend all senate and executive board meetings.
9. Makes two monthly written and verbal reports at Senate and Executive Board meetings.

Section F: Candidates' Responsibilities

Each candidate, including write-in candidates, must meet all requirements of the office that he/she seeks. Failure of a candidate to meet the requirements shall constitute cause for removal of the candidate from the election ballot. No candidate may be certified to hold an office for which he/she does not meet the requirements.

Each candidate shall be responsible for the conduct of his/her campaign workers.

Failure of a candidate to cease a violation of election rules after having been so advised by the Election Commissioner shall constitute cause for removal of the candidate from the election ballot and/or disqualification of the candidate from being elected.

Section G: Ballots and Ballot Counts

The Election Commission shall conduct and monitor the ballot counting at a location announced by the Commission.

Under rules established by and at the discretion of the Commission, candidates or their affiliates may be present at the opening of the ballot boxes and the ballot counting. Candidates and their affiliates shall not be permitted to hamper or impede the Commission's work.

The Commission shall secure all ballots and assure that none are destroyed or discarded until such time as a final disposition has been made of the results of the election by the Senate, either through ratification of the Election Commission's report on the election results or through some other action determined by the Senate.

Article XI – Disciplinary Action

Section A: Executive Board

Executive Board members who are absent for two consecutive Executive Board meetings or two consecutive Senate meetings in a semester or who accrue three total absences within a semester, excused or unexcused, will be immediately removed from office.

Section B: Senators

Any Senator who does not uphold his/her duties and responsibilities is subject to disciplinary action. Dereliction of duties and responsibilities includes, but is not limited to, failure to:

- a) Abide by the Constitution and bylaws of Student Government.
- b) Serve and participate on two standing committees.
- c) Provide the Senate with written reports of committee meetings attended.
- d) Serve and record a minimum of three office hours per academic week during the fall and spring semesters.
- e) Serve and record a minimum of one and one-half office hours per academic week during the summer session, if enrolled in summer classes.
- f) Attend at least three events sponsored or co-sponsored by Student Government each semester and submit a report for each event attended.

Disciplinary action taken by the Vice President is as follows:

- a) First offense – A written reprimand sent to the Senator.
- b) Second offense – A written reprimand sent to the Senator, announcement of the violation at the next Senate meeting by the Vice President, and a public apology by the Senator.
- c) Third offense – Impeachment charges initiated by the Vice President.

In extreme cases of dereliction of duties, impeachment charges can be filed without prior offenses, as outlined in the constitution.

Article XII – Oath of Office Procedure

The oath of office shall be given at the first regularly scheduled fall Student Senate meeting. The ceremony shall be conducted by either the chancellor, vice-chancellor for student affairs, or the director of the Kimmel Leadership Center.

In the event that a position becomes vacant, the president shall conduct the swearing in ceremony immediately upon the new individual's approval by the Student Senate.

Article XIII – Bylaws

These bylaws shall be acted upon in accordance with the constitution of the Student Government of Southern Illinois University Edwardsville.