STUDENT GOVERNMENT ASSOCIATION
SAINT LOUIS UNIVERSITY

Associated Students of Saint Louis University
Student Government Association
Bylaws

SECTION I: DUTIES AND RESPONSIBILITIES

I. Executive Board Officers
   A. The President shall:
      1. Serve as the official representative of the Associated Students of Saint Louis University whenever appropriate
      2. Serve as a fully participating member of the of the Saint Louis University Board of Trustees Committee for Student Development and the University Leadership Council
      3. Serve as a general body member of the Jesuit Student Government Alliance and abide by the responsibilities and duties as outlined by the JSGA Constitution as long as they do not conflict with SGA's Bylaws or Constitution
      4. Serve as a liaison to the Faculty Senate
      5. Have the authority to create and appoint members to all task forces, commissions, and SGA committees with confirmation of the Senate
      6. Have the authority to appoint members to University-wide committees, as well as task forces, and commissions as deemed necessary
      7. Give a State of the Association no later than the sixth meeting of each semester
      8. Partner with committee chairs to oversee the activities of SGA committees
      9. Meet regularly with the Vice President for Student Development and Dean of Students
      10. Attend one meeting per semester of the Graduate Student Association Executive Board
      11. Convene with the Cabinet on a regular basis
      12. Maintain regular contact with:
          a) The President of Saint Louis University
          b) The President of the Madrid Campus Student Government Association
          c) The Resident Hall Association President
          d) The Presidents of Panhellenic Council, Fraternity Council, Multicultural Greek Council
          e) The President of the Student Athletic Advisory Council
   B. The Vice President for Student Engagement shall:
      1. Serve as Chair of the Committee for Student Organizations
      2. Plan and execute Leaders of the Pack within the first six weeks of the academic year.
      3. Maintain contact with the Presidents, Primary Contacts, and Executive Boards of Chartered Student Organizations
      4. Keep an updated record of all Chartered Student Organizations' Constitutions, Bylaws, bills of charter, officers and other pertinent documents
      5. Coordinate with the SGA Vice President of Finance to assess and administer

support for all Chartered and Developing Student Organizations
6. Maintain and annually distribute an updated handbook for Chartered Student Organizations by the end of August
7. Meet no less than once a month with the Director of the Student Involvement Center
8. Act as a liaison between Chartered and Developing Student Organizations and SGA
9. Oversee the Chartered Student Organizations annual check-in process and Intent to return form
10. Oversee the charter process for new student organizations
11. Give a presentation to the Senate body during the first three weeks in session regarding requirements to become a Chartered Student Organization (CSO) under SGA.

C. The Director of Academic Affairs and Research shall:
1. Serve as Chair of the Academic Affairs Committee
2. Serve as Co-Chair of the Upperclassmen Scholarship Selection Committee
3. Initiate and coordinate programs that will aid in the educational reforms that are in the best interest of the students and the University community
4. Maintain regular contact with the Provost and the Vice President of Enrollment and Retention Management
5. Attend all meetings of the Undergraduate Academic Affairs Committee and the Graduate Academic Affairs Committee
6. Serve as a fully participating member of the Saint Louis University Board of Trustees Committee for Academic Affairs
7. Collect and investigate any academic concerns expressed by students and coordinate a response
8. Host a Research Showcase every academic year in collaboration with the University Vice President for Research and the Provost Office
9. Oversee and meet regularly with the Information Technology Services committee

D. The Vice President of Finance shall:
1. Serve as Chair of the Finance Committee
2. Serve as Co-Chair of the Wellness Committee
3. Keep an accurate, detailed account of all receipts, expenditures, and disbursements of the Student Activity Fee and the Wellness Fee accounts
4. Give a summary report of the Student Activity Fee and the Wellness Fee accounts each semester, which shall include all revenues and transfers from the account, in addition to all other pertinent financial initiatives
5. Meet bi-weekly with the Program Coordinator for Student Organization Management
6. Maintain and uphold the ongoing financial directives
7. Initiate and oversee all transfers from the Student Activity Fee account to individual Chartered Student Organization accounts as each allocation is approved by the Senate
8. Initiate and oversee all transfers from the Wellness Fee account to recipients as

each allocation is approved by the Senate
9. Maintain and regularly update the financial section of the SGA Chartered Student Organization Handbook
10. Keep an accurate, detailed account of all receipts and disbursements of the SGA internal operating account
11. Prepare the annual internal budget and equipment inventory, subject to the approval of the President, for SGA in accordance with the financial guidelines established in the Chartered Student Organization Handbook
12. Initiate and coordinate programs that will aid in financial reforms that are in the best interest of the students and the University community
13. Present, on behalf of the Finance Committee, the recommended Spot-Funding Guidelines for the SGA funding decisions, in the form of a Senate Resolution, by the third Senate of the Fall semester
14. Present, on behalf of the Finance Committee, the recommended Funding Guidelines in the form of Annual Funding Directives, the Annual Funding Timeline, and Financial Repercussions to be used for the following fiscal year, in the form of a Senate Resolution, by the second week in February.
15. Remain impartial in the reviewing and recommending of annual and spot funding allocations for Chartered Student Organizations, regardless of personal affiliation with other Student Organizations

E. The Vice President of Administrative Affairs and Communications shall:
1. Serve as Chair of the Internal Affairs Committee
2. Serve as Co-Chair of the Communications Committee
3. Initiate the election process of the Speaker of the Senate at the beginning of the Academic Year
4. Be responsible for all non-financial records of SGA, including:
    a) Internal communications
    b) Current membership roles, suspensions, and impeachments
    c) Senate motions vetoed by the President
5. Make available all public, non-financial records of the Student Government Association for inspection by interested parties, including on the SGA web page
6. Ensure the prompt and accurate electronic distribution of the weekly SGA Agenda prior to the weekly Senate meeting
7. Be responsible for tracking attendance of SGA appointees to University committees
8. Be responsible for posting and maintaining Executive Board and Senate office hours
9. Be responsible for planning and organizing the semester training session
10. Be responsible for the efficient operation of the SGA office, including, but not limited to, the employment of the Executive Staff
11. Be responsible for planning and organizing the Inauguration
12. Present a nominee for Election Commissioner to the Senate for majority confirmation by the last meeting of the fall semester
13. Administer the Official Oath of Office to all Senators immediately following

their inauguration or confirmation
14. Be responsible, in coordination with the Communications Committee, for all SGA websites, social networking sites, and internet presence
15. Be responsible for compiling all SGA events in one place and communicating them out to the student body
16. Oversee and meet regularly with the Food Advisory Committee
17. Oversee and meet regularly with the Sustainability and Facilities Committee

F. The Vice President of Diversity, Equity, Inclusion, and Belonging shall:
1. Serve as co-chair of the Diversity Leadership Cabinet
2. Voice issues of diversity, equity, and inclusion
3. Collaborate with administrators on initiatives concerning diversity and social justice, including, but not limited to:
    a) Meeting regularly with the Vice President of Diversity and Innovative Community Engagement (DICE)
    b) Meeting on an as needed basis with the Director of the Office of Institutional Equity and Diversity, the Director of the Cross Cultural Center
4. Oversee and meet regularly with the the Assembly for Sexual Assault Prevention
5. The Vice President of Diversity, Equity, Inclusion, and Belonging shall convene the Assembly for Sexual Assault Prevention no later than September of each academic year
6. The Vice President of Diversity, Equity, Inclusion, and Belonging shall meet regularly with the Chair of the University Sexual Assault Policy Review Board
7. Present a Special Business Presentation on the Senate floor about the content and importance of Senate Resolution 004-19 before the third meeting of the academic year
8. Meet with the SGA Liaison to the Department of Public Safety once per semester to discuss issues pertaining to the safety of marginalized SLU students
9. Oversee and meet regularly with the Mission and Ministry Committee

G. The Director of International Affairs shall:
1. Be an international student per the offices of the University Registrar and International Services
2. Serve as the chair of the International Affairs Committee
3. Voice issues and concerns of the international student population
4. Communicate with administrators on issues of international significance, including but not limited to the Office of International Services and the Cross Cultural Center

H. The Speaker of the Senate
1. Be elected as Speaker of the Senate during the Speaker election process
2. Attend and preside over all SGA Senate meetings
3. Act as a liaison between the Senate and the Executive Board
4. Be an ex-officio member of the Executive Board
5. Serve as a member of the Internal Affairs Committee

6. Work with the Vice President of Administrative Affairs and Communications to prepare and organize the agenda and coordinate with presenters for every Senate meeting
7. Work with the Legislative Advisor to resolve disputes arising on the Senate floor regarding parliamentary procedure
8. Monitor and correct gendered language that is being used on the floor of the Senate
9. Co-Chair the Constitutional and Policy Review Committee (CPR) with the Legislative Advisor

I. All Executive Board officers shall attend meetings of the Senate and Executive Board. Failure to uphold the duties of office as spelled out in the SGA Constitution and Bylaws shall result in a bill of impeachment and removal from office at the next regular Senate meeting as set forth in the SGA Constitution

II. The Cabinet shall:
   A. Be made up of:
      1. The President
      2. The Executive Board
      3. Every Committee Chair
      4. The Legislative Advisor
      5. Guests of the President
   B. The Cabinet shall meet at least monthly to maintain contact including but not limited to updates from each committee

III. Senators
   A. All Senators must:
      1. Host one event per semester in an area accessible by their constituency
      2. Serve on at least one SGA committee, but no more than three
   B. Black Student Alliance Senators shall additionally:
      1. Be delegated academic and non-academic matters evenly amongst said Senators
         a) Academic matters encourage and develop the education, welfare, and retention of Black students and the entire university community
         b) Non-Academic matters assure that Black student perspectives are represented in every aspect of the University community
      2. Work with the Executive board members of Black Student Alliance to promote the interest and involvement of all marginalized students through the channels of SGA
      3. Serve as official Black student representatives of BSA to SGA
   C. International Student Senators shall additionally:
      1. Serve as the official representatives of all International students at SLU to SGA
      2. Attend at least one Executive Board meeting per month of different International CSOs (as per categorized by the VP of International Affairs) and one meeting of the International Student Federation
   D. Academic Senators shall additionally:
      1. Assist in the coordination of the appointment of students to school-wide committees

2. Meet once a month with the Dean, department heads, and other relevant administrators of their college or school

E. Commuter Students Senators shall additionally:
   1. Represent the issues of commuter students who live both near and far from the university, but do not live on university-owned or university-run housing
   2. Regularly attend meetings of the Commuter Student Association (CSA)
   3. Regularly attend Executive Board meetings of CSA

F. Residence Hall Association Senators shall additionally:
   1. Serve as liaisons between SGA and Residence Hall Association by attending the regular meetings of both organizations
   2. One of the two Residence Hall Senators should serve as the Residence and Housing Life liaison on the Sustainability and Facilities Committee

G. First-Year Students Senators shall additionally:
   1. Represent students who in their first year and have not previously attended any collegiate institution
   2. Represent the concerns of students who have not declared a major within any college/school at the university
   3. Meet with members of the First-Year Experience program at the university and the Assistant Vice President for Student Engagement

H. The Transfer Students Senator shall additionally:
   1. Represent students who are in their first year at the University who have previously attended a collegiate institution
   2. Meet with members of the First-Year Experience program at the university

I. Graduate Student Association Senators shall additionally:
   1. Serve as liaisons between SGA, the graduate students at Saint Louis University, and the Graduate Student Association
   2. Represent graduate students, excluding law and medical students. They may be asked to represent graduate students on university-wide committees

J. Diversity Leadership Cabinet (DLC) Senators shall additionally:
   1. Represent and collectively address matters pertaining to Opportunity and Ability, Sexual Orientation and Gender Identity, Interfaith Affairs, and Multicultural Affairs
   2. Serve as a liaison between SGA and DLC

K. The School of Law Senators shall additionally:
   1. Be appointed by the Student Bar Association
   2. Attend every other Senate session, alternating with the co-senator
   3. In order to accommodate distance and workloads, may be subject to amended Rules of Attendance as determined by SBA at its discretion, but are expected to represent the needs and interest of the law school to the satisfaction of the SBA
   4. SBA has the right to remove a school of law Senator and replace the school of law Senator
   5. Meet with the Dean of the Law School once a semester

L. The School of Medicine Senators shall additionally:
   1. Be appointed by the School of Medicine Student Government

2. Attend every other Senate session, alternating with the co-senator
3. Meet with the Dean of the School of Medicine once a semester

M. The Fraternity and Sorority Life (FSL) Senators shall additionally:
1. Be appointed by the four distinct FSL councils at their discretion
a) Four people (one from each council) should hold these two voting positions and alternate attendance in Senate
2. Meet with FSL council board members regularly

N. The SAAC Senators shall additionally:
1. Be appointed by the SAAC Executive Board
2. Meet with a designated SAAC Executive Board member once a semester

IV. Non-Voting Appointees

A. The Election Commissioner shall:
1. Be responsible for the impartial and efficient operations of the SGA General Elections
2. Be overseen by the Internal Affairs Committee, who oversee the application process for appointment of the Election Commissioner who must be presented to Senate for confirmation by the last meeting of the fall semester
3. Appoint a four-member Commission, to be presented to Senate for confirmation by the last Senate meeting of the fall semester

B. Committee Chairs shall:
1. Convene their respective committees when necessary
2. Submit a report to Senate once a month
3. Met with all members of the administration pertinent to their issues as deemed necessary
4. Report members to the Internal Affairs Committee for failure to carry out committee duties

C. The Advisors shall:
1. Be a resource for SGA
2. Serve a term of office until their resignation or until Senate deems a successor necessary, provided that they are reconfirmed at the first Senate meeting of every year
3. Be selected through the Executive Board and be presented to Senate for confirmation

D. The Chaplain shall:
1. Be a member of the University community who shall serve as a spiritual guide and inspire SGA to embrace the Catholic Jesuit ideal
2. Serve a term of office until their resignation or until the Senate deems a successor necessary, provided that they are reconfirmed at the first Senate meeting of every year
3. Be selected by the Internal Affairs Committee and the nominee shall be presented to Senate for confirmation

E. The Chief of Staff shall:
1. Record the minutes for all Senate meetings and Executive Board meetings
2. Assist the Executive Board with additional projects if necessary or requested
3. Create a legislation bill tracker in coordination with the Legislative Advisor

F. The Legislative Advisor shall:
    1. Be appointed by Cabinet selection process
    2. Co-Chair the Constitutional and Policy Review Committee (CPR) with the Speaker of the Senate
    3. Attend all SGA Senate meetings
    4. Serve as Chair of the Senate in the absence of the Speaker of the Senate
    5. Be an impartial party, therefore not a Senator, Vice President, or the President
    6. Teach and model parliamentary procedure within the meeting by leading by example
    7. Assist CPR with a parliamentary procedure workshops and distribute a parliamentary procedure brief for all SGA members
    8. Work with the Speaker of the Senate to resolve disputes arising on the Senate floor regarding parliamentary procedure
    9. Work in conjunction with the Communications Committee to provide resources, advice, and feedback on drafting and formatting bills to enable more popular student involvement

SECTION II: PROCEDURES

I. Senate
A. The Senate shall be chaired by the Speaker of the Senate
B. The Speaker of the Senate shall be elected by the first meeting of the Senate each Academic Year
    1. The Legislative Advisor shall chair the Senate in the absence of the Speaker of the Senate
C. The election process for the Speaker of the Senate shall be as follows:
    1. Candidates for Speaker of the Senate will be nominated by a member of the Senate who is currently seated. Senators may not nominate themselves
    2. Once nominations have been finalized, each nominee will be allowed to make a statement
    3. All Senators will vote to elect the Speaker of the Senate from the pool of nominated candidates
        a) A simple majority vote is necessary for the election of a candidate
            (1) If no candidate achieves a majority of the votes, the candidate with the least amount of votes will be eliminated and another vote will be taken
            (2) This process will repeat until one candidate achieves a majority of the votes
    4. Once a candidate has received a majority vote, they will assume the role of Speaker of the Senate for the remainder of the Academic Year
D. The removal process for the Speaker of the Senate shall be as follows:
    1. Legislation regarding the removal of the Speaker of the Senate must be brought forward 48 hours in advance of the Senate session at which it will be heard
    2. A two-thirds majority vote is required to remove the Speaker of the Senate

3. In the absence of a Speaker of the Senate, the Legislative Advisor shall assume the role of Chair of the Senate

E. The Legislative Advisor will interrupt, and have precedence over, all pieces of new and old business in order to seek nominations for a new Speaker of the Senate
F. If there are no nominations, the Vice President of Administrative Affairs and Communications will chair the current meeting to its conclusion, seeking nominations at the following meeting
    1. The nomination process will proceed as dictated by the Bylaws
G. Any Legislation passed by Senate shall be signed by the President, Speaker of the Senate, and author(s), and then cataloged by the Vice President of Administrative Affairs and Communications; thereafter, it shall be deemed the order or opinion of SGA
H. The President may veto any legislation within two weeks of its passage
    1. Legislation vetoed by the President shall come before the Senate at the next regular meeting as a special order. A two-thirds vote of the Senate may override the President's veto
I. The Speaker of the Senate shall monitor and correct gendered language that is being used on the floor of the Senate
J. The appointment of committee chairs, committee representatives, task force members, non-voting appointees, the Legislative Advisor, and the fulfillment of vacancies must be confirmed by Senate by majority vote
K. Violations of the rule of the use of gendered language shall be addressed
    1. By members of the Senate body, including the Speaker of the Senate and the Executive Board, calling a "Point of Privilege" to remind the offending party of their responsibility to use respectful and inclusive language
    2. By a written warning, provided by the Internal Affairs Committee, upon the fifth offense of the rule
        a) Violations shall be recorded by the Vice President of Administrative Affairs and Communications
    3. Upon the eighth violation of the rule, the offending party may be subject to impeachment, as outlined in Article VI; (VI) of the Constitution

II. Referenda
A. The Associated Students of Saint Louis University may agree to a resolution by referendum

III. Open Meetings
A. Any person, after recognition from the Chair, may speak at a Senate session. Only voting members of the Senate may bring a motion to the floor
B. All committee meetings, with the exception of select meetings by the Internal Affairs Committee, the Finance Committee, the Committee for Student Organizations, the Election Commission, and the Cabinet, are open to the entire University community.
C. Only members of a committee shall be permitted to make motions and vote at such meetings
D. Committee chairs shall have the discretion to close meetings when deemed necessary
E. All decisions made by SGA and its committees shall be made public

IV. Impeachment

A. Senators, appointed representatives, and executive board members who have violated the Oath of Office, Oath of Inclusion, SGA Constitution, and/or SGA Bylaws may be impeached by a two-thirds vote of the Senate with at least 48 hours written notice prior to impeachment being heard by the Senate.
    1. "Written notice" will be defined as:
        a) Formal, written communication via official SGA digital communications channels by an official or committee acting within their duties as an elected or appointed official of SGA
    2. The Vice President of Administrative Affairs and Communications and the Internal Affairs Committee shall review and recommend to the Senate the impeachment and removal from office or censure of members who fail to perform their duties as outlined by the SGA Constitution and Bylaws, or who may violate such, via an impeachment inquiry
        a) An impeachment inquiry shall be conducted over the course of two Senate sessions. Shall the impeachment inquiry find that violations have occurred, the impeachment hearing shall be heard at the third Senate session preceding the initial inquiry
        b) Upon finding impeachable violations, written notice must be provided by the Internal Affairs Committee to both the member being impeached and the Senate at least 48 hours prior to the impeachment hearing in the Senate. This notice must clarify and justify the committee's decision, citing specific and convincing evidence of the alleged violations. The member facing impeachment may or may not be present during the impeachment hearing, but must receive 48 hours written notice
        c) At the impeachment hearing, the Vice President of Administrative Affairs and Communications shall have 10 minutes to address the Senate with the impeachment charges being brought and 10 minutes to answer questions by the Senate
            (1) The member facing impeachment will then, if present, have 10 minutes to address the Senate and 10 minutes to answer questions by the Senate
            (2) After this, the Vice President of Administrative Affairs and Communications may choose to address the Senate for an additional five minutes, restricting their comments only to clarifications
            (3) The Senate will then vote on the impeachment as consistent with ArticleVI; (VI); (A)
        d) The constituency of the Student Government Association must be notified of any impeachment within 24 - 48 hours of the impeachment. Constituents must be notified through written communication by the Internal Affairs Committee

SECTION III: STANDING COMMITTEES AND COMMISSIONS

I. Each committee shall:
   A. Be overseen by a Chair or Co-Chairs
      1. Committees that are not chaired by a member of the Executive Board shall be led by chairs or co-chairs appointed by the Executive Board through the Cabinet selection process, pending a confirmation by Senate
      2. In order to be eligible for a Chair position, a candidate must have one semester of experience in SGA, a leadership position in a Chartered Student Organization, or a similar leadership position within the University community
   B. Be composed of a minimum number of Senators and Committee Representatives as stated under each committee's respective section of the bylaws
   C. Meet at least once per month

II. The Election Commission shall:
   A. `Be chaired by a Commissioner
   B. Be comprised of the Commissioner and four other members, who are not returning to the university, as an undergraduate
      1. The commission shall be representative of the varying schools and colleges
   C. Establish the regulations, timelines, grievance policy, and disciplinary actions concerning the General Elections insofar as they are not stated in the Constitution or Bylaws. These regulations shall be made public no later than the last Senate meeting of the fall semester
   D. Be responsible for publicizing all aspects of the election process, procedures, rules and results
   E. Convene to discuss campaign grievances on a timely basis
   F. Be prohibited from endorsing candidates or campaign tickets
   G. Must maintain strict confidentiality of issues discussed within the Election Commission meetings and not available to the public
      1. Failure to uphold these requirements will result in the immediate removal of that member from the commission at the discretion of the Election Commissioner
      2. If the Election Commissioner fails to uphold these requirements, they may be impeached by a majority vote of the commission and removed by a two-thirds vote of Senate

III. The Internal Affairs Committee shall:
   A. Be composed of the Vice President of Administrative Affairs and Communications, the Speaker of the Senate, a minimum of five senators, and the Vice President of Administrative Affairs and Communications-Elect as a non-voting member
   B. Be charged with:
      1. Publicizing and filling any vacant positions within SGA
      2. Protecting all prospective nominees by keeping its meetings confidential
      3. Review and recommend to the Senate the impeachment and removal from office or censure of members who fail to perform their duties as outlined by the SGA Constitution and Bylaws
      4. Providing SGA with the Rules of Attendance
         a) Said rules shall address all positions within SGA
         b) Said rules shall be distributed one week prior to being brought as a

Special Business Presentation

c) The Rules of Attendance should be brought forth for presentation no later than the conclusion of the second general SGA Senate meeting
d) Fail to perform their duties as outlined by SGA Constitution and Bylaws
e) Violate the SGA Rules of Attendance
    (1) The Vice President of Administrative Affairs and Communications shall determine all absences to be excused or unexcused in accordance with the adopted Rules of Attendance
    (2) Any impeachment and removal from office due to violation of the Rules of Attendance must be brought within two meetings of said violation unless the Internal Affairs Committee has unanimously voted against said impeachment

IV. The Finance Committee shall:
    A. Be composed of the Vice President of Finance, a minimum of seven members, one DLC Senator, and the Vice President of Finance-elect as a non-voting member
    B. Operate according to both the Annual and Spot Funding Directives
    C. Propose the SGA Funding Directives, which shall be subject to the approval of the Senate
    D. Determine the timeline and procedures for the annual funding process by the last Senate meeting of the fall semester
    E. Review and recommend to the Senate annual and spot funding allocations for Chartered Student Organizations
    F. Review any proposed or enacted student related financial policies of the University
    G. Propose student related financial policies to the Administration for consideration
    H. Keep all discussions confidential
    I. Recommend Funding Guidelines in the form of Annual Funding Directives to be used for the following fiscal year, in the form of a Senate Resolution, prior to the start of the Annual Funding Process
    J. Note and track speculative funding for Chartered Student Organizations
    K. Remain impartial in the reviewing and recommending of annual and spot funding allocations for Chartered Student Organizations, regardless of personal affiliation with other Student Organizations

V. The Academic Affairs Committee shall:
    A. Be composed of the Director of Academic Affairs and Research, at minimum three academic Senators and the Director of Academic Affairs and Research-Elect as a non-voting member
    B. Review any proposed or enacted student related academic policies of either the Administration or Faculty Senate along with the president
    C. Propose student related academic policies to the Administration or Faculty for consideration
    D. Organize and execute the nomination and presentation of the Faculty Excellence Awards each spring semester

VI. The Committee for Student Organizations (COMSO) shall:
    A. Be composed of the Vice President for Student Engagement, a minimum of seven

members, and the Vice President for Student Engagement-Elect as a non-voting member

B. Conduct annual CSO Check-Ins during the spring semester
C. Review and recommend to the Senate for approval all applications for charter in accordance with the procedures outlined in the Bylaws
D. Conduct a charter review as requested by the Senate and report within two weeks
E. Aid in the growth and development of Developing and Chartered Student Organizations
F. Classify Chartered Student Organizations based on their intent and purpose

VII. The Sustainability and Facilities Committee shall:

A. Address issues pertaining to, parking and card services, public safety, facilities, Housing and Residence Life, Sustainability, and any additional issues pertaining to facilities and services on campus
B. Be composed of the following:
    1. The Chair of the Sustainability and Facilities Committee, who shall:
        a) Serve as the Association's official representative on matters regarding facilities and services on campus as an emissary of the Association's President
        b) Serve as the liaison between Senate and the Committee
        c) Facilitate a minimum of monthly Committee meetings
        d) Lead any initiatives to address student-focused facilities concerns
    2. The liaison to the Department of Public Safety, who shall:
        a) Serve as the liaison between the Association and the Department of Public Safety as an emissary of the Association's President
        b) Meet with the Director of Public Safety or a member of the Department appointed by the Director at a minimum of once per month to discuss collected student concerns
        c) Lead any initiatives to address student-focused public safety concerns
        d) Meet with the SGA Vice President of Diversity, Equity, Inclusion, and Belonging once per semester to discuss issues pertaining to the safety of marginalized SLU students
    3. The liaison to Parking and Card Services, who shall:
        a) Serve as the liaison between the Association and Parking and Card Services as an emissary of the Association's President
        b) Meet with the Director of Parking and Card Services or a member of the Department appointed by the Director at a minimum of once per month to discuss collected student concerns
        c) Lead any initiatives to address student-focused parking and card concerns
    4. The liaison to the Department of Housing and Residence Life, who shall:
        a) Serve the Association as an RHA Senator
        b) Serve as the liaison between the Association and the Department of Housing and Residence Life as an emissary of the Association's President
        c) Meet with the Director of the Department of Housing and Residence

Life or a member of the Department appointed by the Director at a minimum of once per month to discuss collected student concerns
d) Lead any initiatives to address student-focused housing and residency concerns

5. One Chair who shall:
   a) Be knowledgeable and consistently up-to-date on environmentally sustainable best practices and the state of sustainability at SLU
   b) Organize meetings of the committee and hold the committee accountable to its bylaws
   c) Communicate with other environmental-related groups on campus and at other universities
   d) Represent the committee in matters of sustainability in their involvement on campus and through connections with the surrounding community
   e) Represent sustainability within SGA
6. One Food Services Representative who shall:
   a) Maintain communication with the Food Service Company at SLU, SLU's Catering Service, and Food Advisory Board of SGA
7. General Student Representatives
   a) At least three student representatives from a variety of backgrounds related or unrelated to sustainability

C. Proactively assess, promote, and inform the University's current practices and projects in terms of environmental stewardship and environmental justice, in order to continue to educate, to develop, and to support the implementation of comprehensive sustainability policy initiatives
D. Advance education and implementation of the values of sustainable development as a reflection of the University's values and the wishes of the students
E. Encourage further development of an economically-feasible, environmentally just campus in accordance with the University's Jesuit mission and previous work produced by the Office of Sustainability and Benchmarking
F. Promote the consideration of ecological and economic impacts with regards to the University's actions, purchasing, and operations
G. Recommend and reflect on policy measures that serve to achieve the mission of this committee
H. Readdress, revise, and implement a university Sustainability goal for timely carbon emission reduction
I. Inform SGA on matters of sustainability
J. Expand existing sustainability commitments and advocate for sustainability as a part of the University's Master Plan
K. Advocate for severe energy reductions and greenhouse gas emissions reductions
L. Work to achieve campus carbon neutrality by 2050

VIII. The Information Technology Services Committee (ITS) shall:
A. Be responsible for the Technology Fee and identifying relevant technology issues on campus to be addressed
B. The Chair of this subcommittee shall:

1. Serve as the liaison between the Association and Information Technology Services (ITS)
2. Meet with the University's Vice President and Chief Information Officer or a member of the Department appointed by the CIO at a minimum of once per month to discuss collected student concerns
3. Lead any initiatives to address student-focused technology concerns and the spending of the Technology Fee

IX. The Constitution and Policy Review Committee (CPR) shall:
- A. Be Chaired by the Legislative Advisor and Speaker of the Senate
- B. Be composed of two Chairs of CPR and a minimum of three members
- C. Be charged with maintaining a set of Parliamentary Rules for SGA
    1. Senate will follow Robert's Rules unless otherwise noted in the Constitution, Bylaws, or Standing Rules passed by the Senate
- D. Be responsible for educating SGA members on the application of the Governing Rules of SGA
- E. Review SGA's governing documents and propose any modifications, other than typographical or minor grammatical errors, pursuant to this document
- F. Assist SGA committees in reviewing and recommending changes to all published University policies, including but not limited to the University Code of Conduct
- G. CPR should review bills and resolutions prior to the weekly Senate agenda being sent out and/or a motion being brought to the floor. The procedures for such review is as follows, and includes no further powers than those listed
    1. Proposed legislation should be sent to CPR no later than the Sunday night preceding the Senate meeting at which the legislation is intending to be brought to the floor
    2. CPR is to review the legislation and recommend the bills to the Speaker of the Senate that are to come to the Senate floor
        a) CPR can only review legislation based on the following criteria:
            (1) Grammar, clarity, and typographical errors
            (2) Legislation that is in accordance with the Constitution and Bylaws
    3. Any bill or resolution deemed unconstitutional must be sent back to the authors for revision and/or CPR's ruling can be overruled by a two-thirds vote of Senate

X. The Food Advisory Committee shall:
- A. Be composed of two co-chairs, and a minimum of seven members
- B. One international student representative, one commuter student representative, one RHA representative, and one first-year student representative shall be seated within the committee Dining Services
- C. Facilitate at least one monthly meeting between the committee and Dining Services
- D. Address issues of card services, dining services, catering services, meal plan options, and any additional issues pertaining to campus dining

XI. The Diversity Leadership Cabinet (DLC) shall:
- A. Serve as the advisory group to SGA on issues related to diversity, equity and inclusion
- B. Support collaborative efforts between Saint Louis University member organizations

and/or students to host on-campus events related to diversity and inclusion

C. Administer support and facilitate dialogues for student initiative regarding issues of diversity, equity, and inclusion
D. Oversee the SOAF fund
E. Sponsor legislation that promotes greater awareness of concerns unique to students of marginalized populations within the SLU student community
F. Determine which Chartered Student Organizations comprises DLC
G. Be co-chaired by the Vice President of Diversity, Equity, Inclusion, and Belonging and a co-chair
    1. This DLC Chair shall be selected through an application process reviewed by the present the Vice President of Diversity, Equity, Inclusion, and Belonging, the incoming Vice President of Diversity, Equity, Inclusion, and Belonging, and the present DLC co-chair
H. Duties of the DLC Co-Chair:
    1. Host regular DLC meetings
    2. The frequency of DLC meetings shall be left up to the discretion of the DLC Chair
    3. DLC Chair must call one general assembly by the end of every month
        a) In emergency situations and/or extreme instances of bias, the DLC Chair may call a general assembly outside of the monthly general assembly
            (1) DLC can only host a vote during general assembly meetings
    4. Meet with all DLC CSOs once a semester
I. Be composed of the DLC Senators and at minimum 5 members
J. The DLC senators are voting members of both general assembly and board meetings in order to serve as an effective liaison between DLC and SGA
K. DLC Ambassadors are appointed in the fall through the SGA Committee Representative application process
L. There shall be a minimum of four DLC Ambassadors who shall:
    1. Serve on at least one of the following SGA committees: FAB, FaSCo, Academics, Finance, Wellness, Communications, or International Affairs
    2. Attend both meetings of DLC and be full voting members
M. DLC CSOs
    1. A DLC CSO is defined by DLC as an SGA Chartered Student Organization that is currently and/or has been historically oppressed, underrepresented, or marginalized on Saint Louis University's campus
    2. The selection process for appointing a CSO to DLC will be by application or nomination reviewed by the DLC Chairs. If the DLC Chairs feel as though the CSO meets the definition provided, then a majority vote by DLC is needed to approve their designation as a DLC CSO
N. There shall be a minimum of three faculty and/or staff members who shall provide input and advice only, but they are not voting members of DLC
O. DLC Ambassadors shall not miss more than three meetings in a semester
    1. Other DLC-affiliated meetings may include, but are not limited to: programming, committee meetings, and other mandatory DLC Events

2. Such absenteeism and the consequences thereof will be left to the discretion of the DLC Chairs

P. In the case that the Chairs of DLC see a representative unfit to serve in their role, said representative reserves the right to appeal the decision to the DLC general body.

Q. Decisions of the DLC Chairs may be overturned by a two-thirds vote

XII. The International Affairs Committee shall:

A. Be composed of the Director of International Affairs, a minimum of five members with recommendations from the Director of International Affairs, and the Director of International Affairs-Elect as a non-voting member

B. Assist the Director of International Affairs in any way necessary. Including, but not limited to:

1. Meeting with administrators, especially the Office of International Services and the Cross Cultural Center
2. Attending the meetings of the International CSOs

XIII. The Communications Committee shall:

A. Be composed of a minimum of five members

B. Be chaired by the Vice President of Administrative Affairs and Communications and co-chaired by the Chief of Staff

C. Manage and oversee SGA contact with the student body and administrative bodies

D. Oversee the maintenance of all SGA websites, social networking sites, and internet presence

E. Serve as the liaison between student media groups, including but not limited to The University News, KSLU.

F. Plan and publicize SGA events and forums in conjunction with the appropriate committees and/or student organizations

G. Assist the Election Commission with the publication and advertisement of the SGA election process as requested by the Commission

H. Maintain and ensure effective communication with the student and administrative bodies

I. To provide, publish, and disperse Senate general body meeting times and hyperlinks to the student body at least 48 hours before the meeting occurs

J. Advertise and host a monthly forum for students to voice feedback on SGA matters and submit draft bills to be considered by the senators

1. Make available to the student body guides and resources on the drafting and formatting of bills to facilitate popular involvement by students in SGA affairs
2. Make accessible to students the identities and official points of contact for the elected representatives

XIV. The Mission and Ministry Committee shall:

A. Be composed of the following:

1. Two co-chairs, one of which who is the DLC Senator for Interfaith Affairs
2. At least two other senators and a minimum of five members.

B. The co-chairs shall fully attend any Senate meeting in which Mission and Ministry related legislation is brought forth

C. Act as a voice for students of the University concerning matters related to the mission and ministry of the University, service leadership opportunities, and issues concerning

global and local social justice. This duty includes, but is not limited to:

1. Ensuring the Department of Campus Ministry meets the needs of the entire student body
2. Examining the University's allocation of resources, endowment record, and investment record to ensure that finances are used in a manner in accordance with the mission
3. Examining the opportunities for service and community engagement and promoting these to the student body
4. Promoting the discussion of the University's mission within the classroom

XV. The Wellness Committee shall:

A. Be composed of the Vice President of Finance, one co-chair, a minimum of five members, and the Vice President of Finance-Elect as a non-voting member
B. Determine the specific timeline and procedures for the allocation of the SGA Wellness Fund, and communicate these to the student body
    1. Includes updating the Wellness application to reflect the meaning of Mind, Body, and/or Spirit as determined by the Wellness Committee
C. Review and recommend to the Senate allocations of the Wellness Fund according to these Bylaws
D. Determine eligibility of student-groups to re-apply for Wellness Funding in the next fiscal year via Project Reviews submitted by student group(s) after executing their initiative
E. Plan and organize university-wide wellness events
F. Maintain and update the university Wellness Space(s) as necessary

XVI. The Assembly for Sexual Assault Prevention (ASAP) shall:

A. Create a safer, more inclusive Saint Louis University campus community
B. Be a means to inspire collaboration, communication, education, and empowerment
C. Serve as an avenue for the Vice President of Diversity, Equity, Inclusion, and Belonging to gather student feedback and insight regarding sexual assault prevention and education
D. Have the ability to conduct programmatic efforts, but is not required to do such actions
E. Meet no less frequently than once per month
F. Be composed of one chair appointed through the Cabinet application process.
G. Extend an invitation to the following organizations to hold a seat as voting members:
    1. Una
    2. Fraternity and Sorority Life (Panhellenic Council, Fraternity Council, and Multicultural Greek Council)
    3. Department of Athletics
    4. Billikens After Dark
    5. Residence Hall Association
    6. Rainbow Alliance
    7. Graduate students

XVII. The New Club Review Committee (NCRC) shall:

A. Collaborate with the Student Involvement Center to evaluate and approve new student organizations
B. Be led by Student Involvement staff, with the Vice President of Student Engagement

serving as a member and appointing additional student representatives
C. Meet monthly

XVIII. The Belonging Advisory Board shall:
A. Be led by the VP of Diversity, Equity, Inclusion, and Belonging
B. Meet with Offices of Belonging, Mission and Ministry, and Student Development staff at least once per semester
C. Meet monthly to gather student feedback and develop initiatives to increase belonging on campus

SECTION IV: ELECTIONS AND REFERENDA

I. Requirements for placement on the ballot:
A. All candidates shall:
1. Complete any election registration forms required by the Election Commission
2. Receive the signatures of fifty students of the University in support of their candidacy except for Presidential candidates
B. Additionally, all candidates for President shall:
1. Have held an executive position in any recognized student group or have served on any official university committee during their time at SLU
2. Submit verification of a meeting with the SGA Advisor prior to Election Day
3. Meet with the current position holder and provide verification of such meetings to the election commission
4. Submit verification of attendance at one Senate Meeting prior to Election Day
5. Receive the signatures of one hundred students of the University in support of their candidacy
C. Additionally, all Vice Presidential candidates shall:
1. Meet with the current position holder and provide verification of such meeting to the election commission
2. Attend a Senate meeting prior to election day
D. Additionally, all candidates for Senate positions shall meet specific requirements for the position in which they are applying and/or running
1. Candidates for Academic Senator Positions must be registered students in the college/school in which they are running
2. Candidates for Graduate Student Association Senator positions must meet the following requirements:
a) They must be enrolled as a graduate student, pursuing a graduate level degree, excluding law and medical degrees
(1) The Graduate Student Association Senators are appointed by the Graduate Student Association
3. Candidates for Diversity Leadership Cabinet Senator Positions must have knowledge of and passion for issues regarding social justice, diversity, and inclusion
a) Candidates who apply for said DLC positions must concentrate on one

of the following areas:
(1) Interfaith Affairs
(2) Multicultural Affairs
(3) Sexual Orientation and Gender Identity
(4) Opportunity and Ability

4. Candidates for Black Student Alliance (BSA) Senator positions must be a standing member of BSA
5. Candidates for International Student Senator Positions must be an international student as per the office of the University Registrar and International Services
6. Candidates for Commuter Senator Positions must meet the following requirements:
    (1) Must not live in housing that is owned or managed by the University during their term
    b) Must be appointed by the Commuter Student Association to serve as Senator
7. Candidates for Residence Hall Association (RHA) Senator positions must meet the following requirements:
    a) Must live on university-owned or university-managed housing during their terms of office
    b) Both candidates shall be appointed by the Residence Hall Association (RHA)
8. Candidates for First-Year Senator positions must be in their first year at a collegiate institution
9. Candidates for the Transfer Senator position must have attended a previous collegiate institution

II. If a Senatorial candidate is elected to a position and does not remain and/or become a member of the consistency affiliated with that position in the following academic year, they will forfeit that position. The position will subsequently be filled by an appointment via the Vice President of Administrative Affairs and Communications and the Internal Affairs Committee. The appointment must be approved by a two-thirds vote of the Senate

III. Referenda shall:
A. Be filed in writing with the Election Commissioner
B. Be presented to Senate in the form of a question by the Election Commission
C. Contain no more than one subject
D. Be submitted to the Election Commissioner by the deadline for submission of the Election Packets
E. Method of Introduction:
    1. Initiative Petition
    2. In order to be placed on the ballot, initiative petitions must be signed by members of the University numbering at least 5% of the student body
    3. Referral by SGA
        a) The Senate may pass a resolution directing a question be placed on the ballot
        b) All measures referred to the University at large shall be done so at the General Elections, except when the Senate shall order a special election

IV. Election Registration Forms
- A. The Election Commission shall distribute, collect, and verify the accuracy of all election registration forms submitted by candidates or authors of referenda
- B. The election registration forms for individual candidates seeking office consist of:
    1. Biographical Information
        a) The Election Commission will provide all candidates' names and short biographies (up to 300 words for each Executive Board candidate and up to 150 words for all other candidates)
        b) Biographical information must be submitted when the candidate submits election registration forms in order to be published on the ballot
    2. Application for specific position
    3. Affidavit of eligibility
    4. The petition listing student signatures
    5. Waiver for computer verification of eligibility
    6. Verification of membership in the appropriate constituency
    7. Verification of good academic standing signed by the Dean of candidate's College or School
    8. Verification of good conduct standing with the University signed by an SGA Advisor after verifying with the Conduct Office
- C. Any falsified information within a registration form shall be grounds for disqualification, as determined by a majority vote of the Election Commission
- D. Timeline for the General Elections
    1. The Election Commission shall hold an informational meeting at least five weeks prior to the general election. At, or prior to, the meeting, the election registration forms shall be made available
    2. Collection of completed election registration forms shall take place four weeks prior to the general election
    3. Eligible candidates shall be announced and posted by the Commission four weeks prior to the general election
    4. There shall be at least one Executive Board debate at least three days prior to the general election
        a) Information regarding the Executive Board candidates shall be publicized at least three days prior to the general election
            (1) This can occur in any number of formats, including interview, debates, written articles, or public meetings with approval from the Election Commission
    5. Candidates may begin to visit with Chartered Student Organizations once the official slate of candidates has been announced
    6. Candidates may begin to publicize their campaigns on campus in accordance with the timeline set up by the election commission
    7. The election shall be held the last Monday in February, unless this date is in conflict with the midterm exam schedule published in the University's Academic Calendar. If such a conflict does exist, the elections shall be held one week prior

8. Electronic ballots will be accessible through the SLU Groups system during hours determined by the Election Commission on the day of the election. Should the system go down for any length of time, balloting may be extended at the discretion of the Election Commissioner, with approval from the following: the current SGA President, and ¾ of the Election Commission
9. Changes to the General Election Timeline will be left to the discretion of the Election Commission to allow for flexibility for unforeseen changes to the University schedule or SGA Senate dates

E. Qualified Voters are defined as registered students of Saint Louis University, except 1818 students

F. Campaigning Procedures
   1. Candidates may campaign at meetings of CSOs or any other student group
   2. Candidates may not use any CSO funds for their campaign, and CSOs may not campaign for a candidate (by email to non-members, flyers, etc.) except by word of mouth or email to their members
   3. CSOs and Non-CSO groups recognized by the University may not endorse candidates for any position
   4. Candidates may not be endorsed by any non-student organizations (Corporations, Religious Institutions, etc.)
   5. Candidates may not be endorsed by any current SGA Executive Board members or any other candidates
   6. Write-In Candidates must:
      a) Record all advertising in an electronic record that is shared with the Commission, and must follow all Campaign Finance Procedures
      b) Complete and submit the Candidate Signatures of Consent form to the Commission before beginning campaign activities

G. Voting Procedures
   1. All voting will be completed online through the SLU Groups system. All eligible voters will be provided their complete election ballot electronically and will be able to submit their vote from any Internet connection
   2. Polling Stations
      a) The Election Commission will have the power to establish feasible polling stations as needed. Should polling stations be deemed necessary, the Election Commission may determine the location and operation time of each
   3. Ticket Names
      a) All candidates must run individually and may not run under a "ticket name" consisting of any other candidates
   4. Ballot Appearance
      a) Following the Executive Board candidates, the ballot shall appear with all candidate names grouped by position sought and therein listed alphabetically
      b) All candidates must be voted on individually. No option for a straight ticket ballot shall be given
   5. Write-In Candidates

a) The ballot shall provide an option for write-in candidates for each office.

H. Results of the General Election
   1. The Election Commission shall announce and post the results of the election within 18 hours after the closing of the polls. If the Election Commission is presented with reasonable evidence challenging the legitimacy of the election results, it will determine, within forty-eight hours of the closing of the polls, whether a special election is required. If is a special election is deemed necessary, it shall be held within one week of the originally scheduled election
   2. A request for recount may be filed by any candidate within forty-eight hours after the vote is officially announced and posted, which the committee shall consider within three days. If agreed to, the committee shall recount the ballots and post the results of the recount within twelve hours of granting the request
   3. If the result of an election is a tie, all candidates who have tied will be interviewed by the Vice President of Communications and Internal Affairs, the current SGA President, and the Election Commissioner, and a winner will be selected by this panel

I. Standard for Election
   1. Election by Plurality
   2. Positions shall be filled by plurality for each position
   3. If multiple positions are present for a given set of seats, each seat shall be filled by the next individual not yet seated receiving the highest number of votes, until all seats are filled
   4. Referenda
      a) A measure shall pass when a majority of the votes cast are in favor of that measure
      b) When conflicting measures are approved at the same election, the one that receives the largest affirmative vote shall prevail

J. Campaign Finance Procedures
   1. Income and Expense Disclosures
      a) All candidates for offices must provide to the Election Commissioner a copy of all receipts and a completed form provided by the Election Commission, which contains an itemized list of all expenses and sources of campaign income, including the amount provided by each source. The list of sources and expenses and the copies of receipts must be provided according to the date and time listed in the Election Packet. Any income and expenses incurred after 8:00 PM the day before the election must be submitted to the Election Commission no later than the closing of the last polling place on the day of the election. The Election Commission will release a final report within three days after the election has ended
   2. Each Vice Presidential candidate shall be limited to $100.00 in total spending for the campaign
   3. Each Presidential candidate shall be limited to $100.00 in total spending for the campaign

4. Chartered Student Organizations may not make financial contributions to a candidate's campaign
5. Each Senatorial candidate shall be limited to $100.00 in total spending for their campaign and may not be a part of a ticket, or endorsed by any ticket
6. All candidates for any office shall abide by the following rules:
    a) Spending shall include both items purchased by the candidates themselves and items donated to the candidates by outside parties
    b) Any items deemed to have been obtained by a candidate at a price which is less than the feasibly attainable market price shall be logged in campaign finance reports at the feasibly attainable market price. This ensures that no candidate will receive an unfair financial advantage
    c) The feasibly attainable market price for an item will be determined by the Election Commission and will be reported to the candidate so they may adjust its value for the final campaign finance report

SECTION V: CHARTERED STUDENT ORGANIZATIONS

I. The Committee for Student Organizations (COMSO) shall recommend to Senate according to the Chartered Student Organization (CSO) Guidelines
II. All organizations seeking recognition as a Chartered Student Organization must fulfill the general chartering requirements as follows:
    A. Submit the following materials to the SGA Vice President for Student Engagement:
        1. A Constitution and Bylaws, which meet the requirements of all relevant policies of the University and are in agreement with SGA
        2. The constitution and bylaws of any externally affiliated organization
        3. A completed CSO Advisor Contract
    B. Have a purpose that does not conflict with the purpose of another existing Chartered Student Organization
    C. Must have completed the developing period as determined by COMSO
III. Chartering Procedures for Chartered Student Organizations
    A. Upon receiving the application materials and presenting to the Committee for Student Organizations, the Committee shall decide whether or not to grant developing status
    B. Following the Committee for Student Organizations designated developing period (3-12 months). The Committee for Student Organizations shall conduct a hearing to consider the application for charter, at which a member or members of the group seeking charter must be present
    C. When the Committee has approved the constitution of the organization with regard to University policy and mission, it will make a recommendation to Senate for charter
    D. At the next meeting, the Senate shall consider the application of the charter and report of the Committee for Student Organizations. Senate shall have the right to approve or reject the proposed charter
        1. The report from the Committee for Student Organizations shall include the committee vote tally, and should be projected via a slide or document with quotations from committee members for the Senate body to view during the

Questions and Debate portion of each charter bill presentation.
2. During the Questions and Debate portion of each charter bill presentation, Senate shall ask the presenting student organization to leave the room for closed discussion and shall only be invited back in once a vote has been taken.
3. CSO presentations for chartering status shall last no longer than 10 minutes

IV. SGA shall recognize Chartered Student Organizations that:
- A. Reflect Saint Louis University's commitment to education and the Jesuit Mission in their purpose and their actions. This standard shall be contained within all student organizations' purpose statements of their Constitutions
- B. Abide by all written and published policies of the University as stated in the Student Handbook
- C. Abide by the policies outlined in the Chartered Student Organization Guidelines
- D. Have an advisor who is a part-time or full-time faculty or staff member of the University.
- E. Allow membership to all Saint Louis University students without regard to race, sex, religious beliefs, or ethnic, or national origin, or any other personal identity
- F. Hold elections selecting its officers or membership by the SGA designated leadership transition deadline
  1. Elect only students to its offices and Executive Board
  2. Must have a President and Treasurer at minimum on their Executive Board (cannot be the same person, but can have Co-Presidents and Co-Treasurers
  3. Will update the Executive Board members on their SLUGroups page within two weeks of the respective CSO election
- G. Be consistent in its purpose, Constitution, and method of operation
- H. Comply with the Funding Directives of and be accountable to SGA

V. A Chartered Student Organization in good standing may:
- A. Apply for funds generated by the Student Activity Fee through the procedures set forth by the Finance Committee, including Leaders of the Pack and Annual Funding Kickoff
  1. CSO Presidents and Treasurers must be in attendance at both events
- B. Fills out the Intent to Return form and completes an annual CSO Check-In during the spring semester"
- C. Reserve the use University facilities or services
- D. Develop an Internet home page, which may be linked to the University website pending MARCOM approval
- E. All websites created by Chartered Student Organizations are subject to review by SGA
- F. Publicize events on SLUGroups and the SGA Weekly Mailer
- G. Use student bulletin board space
- H. Apply for a storage or office space
- I. Obtain a SLU associated Outlook email account and/or Google Drive

VI. Charter Review Procedure
- A. Annual Charter Review
  1. Each Spring semester, the Committee for Student Organizations shall review the file on each Chartered Student Organization to ensure that it is up to date and has all necessary components designated in this section
- B. Special Charter Review

1. Any member of the University community may submit to the Vice President for Student Organizations evidence that a Chartered Student Organization has failed to follow the requirements set down in this section
2. Such evidence will be referred to the Committee for Student Organizations, which shall deliberate and produce a ruling within two weeks of receiving the complaint to Senate
3. Such a recommendation for action shall be referred to Senate for appeal. Groups have until the end of the next Senate meeting to appeal their case before Senate

VII. If a Chartered Student Organization is found in violation of this section or in any part of the Chartered Student Organization Guidelines the Committee for Student Organizations shall take one of the following actions after communicating a formal warning:
   A. No action
   B. Disciplinary sanction: These sanctions are by COMSO recommendation and are at the discretion of Senate and can include, but are not limited to:
      1. Social event probation
      2. Loss of ability to petition for funding
      3. Temporary freezing of University accounts (repay misused money)
   C. Revocation of Charter: Upon the revocation of a group's charter, its University accounts are frozen and it loses all privileges stated under this section. A two-thirds vote of Senate is necessary to revoke the charter of a Chartered Student Organization

SECTION VI: FUNDING

I. The Finance Committee shall recommend funding allocation to Senate according to the Spot Funding Directives and Annual Funding Directives
II. Funding for Chartered Student Organizations:
   A. Annual Funding: Includes monies granted by SGA generated from the Student Activity Fee. All Chartered Student Organizations and committees of SGA proven to be fiscally responsible are eligible to petition the Senate for annual funding
   B. Spot Funding: The process of allocating part of a remaining balance from annual funding to Chartered Student Organizations, including SGA committees. SGA shall set aside a portion of the monies generated by the Student Activity Fee to provide for unforeseeable financial burdens of Chartered Student Organizations
III. Chartered Student Organizations seeking annual funding or spot funding shall submit a written proposal itemizing any anticipated expenditures and the purpose of these expenditures to the SGA Finance Committee
   A. Chartered Student Organizations that were allocated funds in the previous year through SGA should show full documentation of all uses of these funds, including but not limited to bank records, financial statements, and internal budgets off expenses incurred, and equipment inventories
IV. The Finance Committee's recommendation must be communicated to the Chartered Student Organization requesting funding

V. Any appeal of Senate's funding decisions must be submitted by the CSO within three days. This appeal should be made to the Vice President of Finance who shall place the appeal on the agenda for the next Senate meeting. The appeal must specify the requested amount which must be larger than the amount previously allocated by Senate.
    A. Groups that had a first appeal may appeal for a final time before Senate

VI. CSOs that are chartered under SGA mid-year may submit an annual funding-style budget for the year's expenses, to be called New Charter Funding, within four Senate meetings of their chartering. New Charter Funding will be allocated by Senate using the established guidelines for Spot Funding

VII. If the CSO is chartered four or less Senate meetings before, but not falling on, the official Annual Funding Senate meeting, they will not be eligible for New Charter Funding and will be expected to submit an Annual Funding budget for approval by the Finance Committee and Senate. Groups chartered on or after the Annual Funding Senate meeting will be eligible for New Charter Funding at the first Senate meeting of the next year

    A. Wellness Fee Grants:
        1. The Wellness Committee shall recommend funding allocation to Senate according to the Wellness Guidelines
        2. Purpose:
            a) Wellness is defined as the condition of good physical, mental, and spiritual health. Every student at the University pays a Wellness Fee. SGA receives a portion of the total Wellness Fee for use in promoting student-based Wellness initiatives
            b) The Wellness Committee is to allocate this Fund to student proposals that promote the wellness of SLU students. All proposals must "promote wellness" through the betterment of the mind, body, and/or spirit of the greater SLU student body
                (1) Eligibility:
                    (a) Applicants must be current SLU students, including undergraduate, graduate, law, and medical students
                    (b) Students may apply for funding as an individual or group, including CSOs
                    (c) Groups may only submit one grant application per academic year
                        (i) Applications may be submitted annually, but are not guaranteed to be funded subsequently after the first year a proposal is funded
                    (d) Proposals must be designed to reach a substantial portion of the student population, per the judgement of the SGA Wellness Committee
                    (e) Proposals cannot be retroactive, meaning funds must be allocated prior to expenses being incurred
                    (f) All funds must be spent within the academic year that funding is granted
                    (g) Funding will not be granted for projects for which funds from the Student Activity Fee were requested during the

current and/or past fiscal year (e.g. Annual Funding and Spot Funding)

3. The Wellness Committee may deny hearings and funding recommendations for initiatives deemed fundable through the Annual Funding Process
    a) All final decisions are to be made at the discretion of the SGA Wellness Committee, with the approval of the SGA Senate
4. Process:
    a) a) Applications are to be submitted via Google Form to sga.wellness@slu.edu to be reviewed by the Co-Chair
    b) b) If eligible, the applicant/group will present the proposal to the Committee during the Committee's scheduled meeting time
    c) c) If funding is recommended by the Wellness Committee, a bill will be brought forth to the SGA Senate for voting and approval
    d) If approved by Senate, funding will be distributed to the applicant/group
    e) Applicants must submit a Wellness Fund Project Review with all purchase receipts included after the project is completed. Applicants must also schedule a follow-up meeting with the Wellness Committee, if so requested by Committee
    f) If any portion of the allocation is not spent on its given purpose it must be returned to the Wellness Committee
    g) Senate shall review and finalize all funding allocations

SECTION VII: AMENDMENTS TO BYLAWS

I. The Senate may amend these Bylaws by a two-thirds vote of Senate, provided that the amendment has been tabled at a previous Senate meeting in its entirety as amended
II. Non-SGA members may amend these Bylaws by referendum
III. Any Amendments to these Bylaws of the Association shall go into effect July 1 st following the passage of the Amendment
IV. The Constitutional Policy Review Committee must review and, if necessary, propose an updated version of these Bylaws to the Senate by the end of every academic year in order to maintain that the SGA is operating under the most updated version of the Bylaws