Undergraduate Student Government Constitution

2011-2012
Article I. NAME
Section 1.01 The name of the organization shall be referred to as the Undergraduate Student Government, further more referred to in this document as USG.

Article II. PURPOSE
Section 2.01 The Undergraduate Student Government in its representative capacity will inform the student body of aim, policies, and mission of the University Administration, and will be recognized as the voice of the undergraduate student body.

Article III. MISSION
Section 3.01 The Undergraduate Student Government (USG) represents the undergraduate student body at Southern Illinois University at Carbondale in all matters pertaining to student welfare, student activities, and student participation in University planning and administration. The Undergraduate Student Government is composed of 3 separate branches: judicial, legislative, and executive. The Undergraduate Student Government is a recognized constituency body by the Southern Illinois University Board of Trustees.

Article IV. MEMBERSHIP
Section 4.01 Every student enrolled at Southern Illinois University Carbondale (SIU) is considered a member of USG based on their enrollment status at the university. Members may participate in regular Senate Sessions, but are not allowed to vote. Only recognized Senators in good standing have the right to vote.
Section 4.02 The USG is comprised of three branches; The Executive, Legislative, and Judiciary. Each branch is designed to support and balance the others. No branch shall hold more power than another branch.

Article V. THE EXECUTIVE BRANCH
Section 5.01 Composition and Qualifications
The Executive Branch will be composed of the following members:

(i) President
(ii) Vice-President
(iii) Chief-of-Staff
(iv) Commissioners
(v) Committee Appointments- Any committee requesting student representation outside of the inner-workings of the Undergraduate Student Government
(vi) Any other executive appointments except for the Judicial Board

The President and the Vice-President will meet the following qualifications:

(i) An undergraduate student enrolled at least half-time and at least a sophomore.
(ii) Provide proof of registration to Undergraduate Student Government
(iii) Will have and hold a cumulative Grade Point Average (GPA) of 2.5 or above during their term in office.

All other members of the Executive Branch will meet the following qualifications:

(i) An undergraduate student enrolled at least half-time
(ii) Provide proof of registration to the Undergraduate Student Government.
(iii) Will have and hold a cumulative Grade Point Average (GPA) of 2.5 or above during their term in office.

The President and Vice-President will hold office for one year, beginning and ending on the last Friday of the Spring Semester.

The Chief-of-Staff, Commissioners, and Executive Appointments will hold office for one year, or at the discretion of the President.

No member of the Executive Branch will serve in the Legislative Branch, with the sole exception of those who serve on Executive Committees, which may serve in the Legislative Branch, but not in the Judiciary. No member of the Executive branch shall serve on a committee within the Legislature or the Judiciary with the exception of the Executive Committees an Executive Branch member is required to chair.

Section 5.02 Presidential Duties and Responsibilities-

(a) The President will represent the undergraduate student body and will perform all duties required by the office including providing for the faithful execution of all Undergraduate Student Government guidelines and policies.
(b) The President will forward all passed legislation to the proper office within two business days of a bill being signed.
(c) The President will appoint members of the Executive Branch and one member to the Judicial Branch.
(d) The President will propose an annual Undergraduate Student Government budget to the SOAF Allocation Board during the annual Fee Allocation Process.

(e) The President may convene a Special Senate meeting.

   (i) The Senate will be informed at least 48 hours in advance.
   (ii) The Senate will be informed as to the nature of the business to be conducted.
   (iii) The President of the Senate will preside over the meeting.

(f) During the summer, the President will have the power to recognize Registered Student Organizations (RSO). All recommendations are subject to ratification by the Senate within the first full two months of the Fall Semester.

(g) The President will have authority to make executive expenditures from the Undergraduate Student Government account. All expenditures made by the Executive Branch will be reported to the Senate at the next regularly scheduled Senate meeting.

(h) The President will have the power to establish Ad Hoc Committees as the need for additional committees need to be formed.

(i) The President will determine the duties of student employees for the Executive Branch and may hire or terminate as deemed necessary.

(i) No member of the Legislative or Judicial branch of Undergraduate Student Government shall be employed by the Undergraduate Student Government.

(j) The President has the power to veto all legislative action.

(k) The President shall not serve on the Legislative or Judicial Branch.

Section 5.03  Vice-Presidential Duties and Responsibilities -

(a) The Vice-President will assume the duties of the President in the event that the office becomes temporarily vacant.

(b) The Vice-President will present all passed legislation to the President within two business days.

(c) The Vice-President will chair the executive committees as requested by the President.

(d) The Vice-President will sit on at least one Search Committee.

Section 5.04  Chief of Staff Duties

(a) The Chief of Staff will chair executive committees as requested by the President.

(b) The Chief of Staff shall sit on at least one Search Committee.

(c) The Chief of Staff will ensure that all Senators, current and incoming, are up-to-date on information.

(d) The Chief of Staff will maintain the USG website and other USG electronic communication sources.

(e) The Chief of Staff shall receive all Senate petitions, review the petitions and inform the senate petitioner if there is an error on the
petition, inform the petitioner of the next steps, and then send the petitions to the Clerk of the Senate.

(i) This section shall only apply to petitions received after the Spring elections.

(ii) The Chief of Staff may only turn down Senate petitioners due to the unavailability of the position for which the Senate petitioner requested.

Section 5.05  Executive Succession

(a) If the office of President becomes vacant, the order of executive succession is the Vice-President and then Chairperson Pro Tempore.

(b) If the office of the Vice-President becomes vacant, the President will appoint a new Vice-President.

Section 5.06  Executive Wages

(a) The President will receive a wage not exceeding $1,800 per semester.

(b) The Vice-President will receive a wage not exceeding $1,600 per semester.

(c) The Chief-of-Staff will receive a wage not exceeding $1,600 per semester.

(d) The Election Commissioner will receive a wage not exceeding $400.

(e) The four members of the Election Commission will receive a wage of $100 per member.

Article VI.  THE LEGISLATIVE BRANCH

Section 6.01  The Legislative Branch of USG is comprised of the Senate. The Senate is the representative body of Student Government.

Section 6.02  The Senate will consist of the following seats:

<table>
<thead>
<tr>
<th>College of Liberal Arts</th>
<th>Five seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Business</td>
<td>Two seats</td>
</tr>
<tr>
<td>College of Engineering</td>
<td>Two seats</td>
</tr>
<tr>
<td>College of Agricultural Sciences</td>
<td>Two seats</td>
</tr>
<tr>
<td>College of Education and Human Services</td>
<td>Three seats</td>
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<td>----------------------------------------</td>
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<tr>
<td>College of Science</td>
<td>Two seats</td>
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<tr>
<td>College of Applied Sciences and Arts</td>
<td>Three seats</td>
</tr>
<tr>
<td>College of Mass Communication and Media Arts</td>
<td>Two seats</td>
</tr>
<tr>
<td>College of Nursing</td>
<td>One Seat</td>
</tr>
<tr>
<td>Undeclared Majors</td>
<td>Two seats</td>
</tr>
<tr>
<td>West Side</td>
<td>Four seats</td>
</tr>
<tr>
<td>East Side</td>
<td>Five seats</td>
</tr>
<tr>
<td>Brush Towers &amp; University Park</td>
<td>Four seats</td>
</tr>
<tr>
<td>Wall &amp; Grand &amp; University Hall</td>
<td>Two seats</td>
</tr>
<tr>
<td>Thompson Point</td>
<td>Two seats</td>
</tr>
<tr>
<td>Greek Life</td>
<td>Two seats</td>
</tr>
</tbody>
</table>

**Total Senate Seats** | 42 Seats

(a) No representative district shall be represented by more than six seats in the senate.
(b) A Senator elected or appointed to represent a specific academic district may no longer remain seated if he/she moves to a different district.
(c) Any senator wishing to transfer from one district to another must gather fifty signatures from the constituents in that district and petition the Senate for transfer. Once approved by the Senate, the Senator will maintain voice and voting rights and shall not be treated as a Senator-elect.

Section 6.03 Qualifications and Restrictions

(a) A Senator will meet the following qualifications:

(i) An undergraduate student enrolled at least half-time.
(ii) Provide proof of registration to Undergraduate Student Government.

(b) All Senate terms will end on the last Friday of the Spring Semester.
(c) Senators elected during the Spring Election will take office the last Friday of the Spring Semester and shall hold a term of office for one calendar year.
(d) A Senate vacancy may be filled by a qualified candidate who gathers fifty signatures from undergraduate students within the district of the vacancy.
(e) The senator-elect’s petition must first be submitted to the Chief of Staff so that the Chief of Staff can ensure the legitimacy of the petition and inform the Senator of the next steps.
(f) A Senator elected in this fashion will take office upon completion of the oath.
(g) A Senator will not serve in either the Executive or Judicial Branches unless appointed to an executive committee or elected by the Senate to serve as a Justice on the Judicial Board as described in Article VII Section 7.01a.
(h) A Senator will take an oath conducted by the President of the Senate before that Senator can be empowered to conduct business.

Section 6.04 Senatorial Duties

(a) A Senator is entitled to one vote
(b) A Senator will represent the undergraduate students from his/her district and will perform all duties required by the position.
(c) All Senators are required to attend at least two of the three retreats held each semester.
(d) Senators will be required to hold at least one constituency meeting in their respective representative districts each semester. Senators must fill out the Constituency Report following each meeting and submit it to the Internal Affairs Committee to be placed on file. Any senator who fails to meet this requirement will be subject to impeachment.
(e) A Senator is required to attend every USG Senate Session unless the senator has found a proxy to take the senator’s place and the proxy has been approved by the President of the Senate or the majority of the Senate. If the senator cannot find a proxy or the proxy has not
been approved, the senator can be excused by majority consent of the senate. An absence obtained in the above fashion shall be counted as excused.

(i) A Senate may appoint a proxy to attend on his/her behalf if the senator is unable to attend a regularly scheduled Senate Session. Proxies must be approved by the President of the Senate no later than 1:00 pm on the day of the meeting.

(ii) Senators are only allowed two excused absences per semester.

(iii) If a senator exceeds two absences in a semester, the senator will be subject to impeachment.

(f) Senators will be required to complete two office hours per week. Office hours are defined as any business being conducted on behalf of USG.

Section 6.05 Chairperson Pro Tempore

(a) The Chairperson Pro Tempore will be elected by a majority vote of the Senate present at the first regularly scheduled Senate meeting of the Fall Semester and at any other time when the position becomes vacant.

(b) The Chairperson Pro Tempore will act as Chairperson of the Internal Affairs Committee and Senate Parliamentarian.

(c) The Chairperson Pro Tempore will assume and perform all responsibilities of the President of the Senate if the President of the Senate is unavailable for any reason and until the President of the Senate resumes his/her responsibilities.

Section 6.06 Senate Powers

(a) The Senate will be solely empowered to pass legislation, which consists of the following:

(i) Resolution - Statement of policy or opinion.
(ii) Mandate - Direction for action to any part of either the legislative or executive branch.
(iii) Bill - Legislation dealing with a direct action.
(iv) Amendment - Written change(s) in the Constitution.

(b) The Senate will study proposals made by student organizations and undergraduate students and will communicate all requests and opinions to the University Administration.

(c) The Senate will consider recognition of student organizations

(d) The Senate will ratify the annual Undergraduate Student Government elections, without this ratification the results are not official.

(e) The Senate will recommend and bring about policy that represents the interests of the student body.

(f) The Senate can create and discharge standing or special committees as it sees fit.

(g) Only senators may be on the Senate committees.
(h) The Senate may override any Presidential veto by a two-thirds affirmative vote of the Senate.

Section 6.07 Parliamentary Authority

(a) The rules contained in the current edition of Robert’s Rules of Order will govern the Senate and Senate committees in all cases to which they are applicable and in which they are not inconsistent with this Constitution or Standing Rules and Procedures the Senate or Senate committees may adopt.

Section 6.08 Senate Legislation

(a) Legislation will become official immediately upon signature of the President, unless otherwise stated within the legislation.
(b) Legislation not acted upon by the President before the next Senate session expires and does not go into effect.

Section 6.09 Referendum

(a) Referendums dealing with powers of Undergraduate Student Government will be binding upon the Undergraduate Student Government.
(b) Placement of a referendum on the Undergraduate Student Government President/Vice-President ballot requires one of the following prior to the election petition deadline:
(c) A legislation approving the referendum passed by the Senate and signed by the President.
(d) A petition containing the signatures of ten percent of the undergraduate student population on file with the legislation.

Article VII. THE JUDICIAL BRANCH

Section 7.01 Composition and Qualifications

(a) The Judicial Board will consist of five justices, three of which will be elected by a majority of the undergraduate student population. One justice will be a senator elected by a majority of the Senate, and one will be appointed by the President without consent of the Senate.

(i) The president shall not be that appointed member.
(ii) The Vice-President and Chief of Staff are permitted to be the appointee to serve on the Judicial Board as a justice.
(iii) Any undergraduate student enrolled full-time at Southern Illinois University Carbondale is eligible to be appointed by the President to the Judicial Board.

(b) Elected members of the Judicial Board will meet the following qualifications:

(i) An undergraduate student enrolled full time and at least a sophomore.
(ii) Provide proof of registration to Undergraduate Student Government.

(c) Elected Associate Justices can be any student meeting the requirements outlined in Section 8.01.b as long as he/she does not serve on either the legislative or executive branch.
(d) Elected members of the Judicial Board will serve for one year or until they no longer meet the requirement.

(i) Justices appointed by the Legislative and Executive branches will serve for the duration of the term during which they were appointed to the Judicial Board. If the President appoints a USG non-affiliated student, the appointee will serve for the duration of the term of the President by which the student was appointed.

Section 7.02 Chief Justice

(a) The Chief Justice will be decided by a majority vote of the five justices at the first meeting.
(b) The Chief Justice shall preside over all court proceedings and shall have administrative authority over the judicial branch.
(c) The Chief Justice shall appoint a Court Clerk which shall keep the records of the court.

Section 7.03 Jurisdiction and Powers

(a) The Judicial Board will have original and exclusive jurisdiction in all matters related to the interpretation of this Constitution.
(b) The Judicial Board may order reconsideration of the decision to deny an organization RSO status only on the basis that in the process of considering recognizing an organization the procedures outlined by the constitution were not properly followed. The Judicial Board may overturn the decision to deny an organization RSO status only on the basis that the decision was based on bias.
(c) The Judicial Board shall act as the Appeals Board for funding appeals. The Judicial Board may order the reconsideration of a decision to deny a RSO funding only on the basis that in the process of considering the funding request the procedures outlined by the SOAF Allocation Board’s Funding Guidelines were not properly followed. The Judicial Board may overturn a decision to deny a RSO funding only on the basis that the decision was based on bias.
(d) When cases pertain to the USG Constitution, conflicts between the branches, funding appeals, and elections, the decisions are final.
(e) The Judicial Board will act as an appellate court on grievances pertaining to the elections.
(f) If specified in the majority opinion, any decision made by the Judicial Board is binding on all future cases proven to be similar.

(i) The Judicial Board may choose to ignore, alter, or overturn any past precedent.
Section 7.04  Procedures

(a) Upon the convening of the first meeting, the Judicial Board will choose to retain or amend the procedural rules from the previous year. These procedures must align with the policies and guidelines of the University and state.
(b) The Judicial Board will maintain recordings of its proceedings.
(c) The Judicial Board will report their decisions to all relevant parties including the legislative and Executive Branches within two business days.
(d) The Judicial Board will not generate its own cases. Plaintiffs must file a Writ of Certiorari with the Judicial Board explaining the reasons of appeal.
(e) The Judicial Board may choose not to hear cases.

(i) The Judicial Board must contact the plaintiff within three business days upon receiving the Writ of Certiorari informing the plaintiff of the decision on whether or not the Judicial Board will hear the case. If the Judicial Board will hear the case, the notice must contain a date for the first hearing and this notice must also be sent to the defendants.

(f) The Judicial Board will meet when necessary to hear cases.
(g) No case, upon being accepted by the Judicial Board, will remain unheard longer than one semester.
(h) Each Justice will right an opinion for each case to be kept on record.
(i) If any rule is violated by the Judicial Board or its officers, grievances must be submitted to the Senate to be reviewed for possible impeachment.
(j) Each Justice will be sworn in by the President before the Senate at the first Senate Meeting.

Section 7.05  Rights of the Involved Parties

(a) All parties involved in cases brought before the judicial board will enjoy all rights granted to them by the US constitution
(b) Either party will be entitled to receive at least one continuance; any further continuances will be at the discretion of the Judicial Board.

Article VIII.  USG ADVISORY BOARDS

Section 8.01  USG advisory boards are designed to focus on the specific needs of USG and the students at Southern Illinois University. Boards may be formed and dissolved based on relevancy of their focus. Any new board (whether forming or dissolving) requires a majority vote from the Senate.

Section 8.02  All USG Boards are required to conduct business in a fair and unbiased manor. Each committee can determine the
frequency to which they need to meet, but committee attendance is mandatory at all meetings.

Section 8.03  In general Advisory Boards will be composed of a Chairperson and a number of undergraduate students as determined by the Chairperson. The Chairperson is appointed by the Commissioner of the corresponding department with which the Advisory Board is affiliated. The chairperson must be approved by the President.

Section 8.04  Members of this board, with the exception of the staff member, must be undergraduate students enrolled at least half-time at SIUC. A maximum of one staff member may be placed on each Advisory Board. The staff member must be a department advisor or teacher employed at least half-time at SIUC.

Article IX.  ELECTIONS

Section 9.01  Election Council

(a) Composition and Qualifications

(i) The Election Council will consist of a Director, and four other council members.
(ii) Members of the Election Council will meet the following qualifications:

1) An enrolled undergraduate student at least half-time
2) Provide proof of registration to Undergraduate Student Government.

(iii) The Election Director and Council members will be appointed by the President, reviewed and approved by the Senate.
(iv) Members of the Election Council shall not sit on any branch of the Undergraduate Student Government.
(v) Members of the Election Council must not serve as an executive officer in any Registered Student Organization during their term as Council members.

(b) Duties, Functions, and Powers

(i) The Election Council will plan, organize, and operate the annual Undergraduate Student Government Election.
(ii) Election Council will hold a candidate pre-election meeting within three business days after the petition deadline.
(iii) The Election Council will immediately and formally present the official election results following the election.
(iv) The Election Council will investigate written charges of election violations.
(v) The Election Council may disqualify a candidate for election violations following the election.
Section 9.02  Ballots and Voting

(a) Voting will take place as planned by the Election Commission.
(b) Each student is allowed to only vote once for any open seat on the ballot.
(c) The Spring Election Ballot will include all open seats: President and Vice-President, Senators, and Justices. Write-in candidate spaces will be made available for each opening on the ballot.
(d) Voting will be anonymous.
(e) Ballot counting will be conducted and monitored by the Election Council.
(f) Candidates have the right to review the final vote count before it is made public.
(g) In the event of a tie between candidates, the Election Council will choose one of the candidates.

Section 9.03  Candidate Petition

(a) Any candidate willing to run for an open office is required to submit a petition for election within five business days of the opening of voting.
(b) Any petition submitted after that deadline will not be considered for elections. Submitting petitions on time allows the Election Commission to vet any and all potential candidates to ensure they are eligible to run.
(c) Any eligible candidate must be considered in good standing with the university.
(d) Petitions may be acquired from any Election Commission member or from the Office of Student Life and Intercultural Relations. Petitions complete with signatures will be signed and submitted within the dates and times specified by the Election Council.
(e) All Candidates will submit individual petitions.
(f) Candidates for President and Vice-President may submit joint petitions if they chose.

Section 9.04  Campaign Guidelines

(a) Candidates are required to attend a pre-election meeting.
(b) Those who do not attend this meeting will not be allowed to run.
(c) Formal campaigning will be conducted within the dates and times specified by the Election Council.
(d) Posters or other campaign materials may not be posted outdoors on university property or in Morris Library.
(e) All regular posting policies based on the Registered Student Organization Handbook apply to campaign marketing.
(f) Posters placed in university buildings are to be placed only on bulletin boards and other approved areas.
(g) Candidates will be responsible for the conduct of their campaign workers.
(h) No person campaigning may force any other student to vote for their favored candidate

(i) There will be a $400 dollar campaign limit imposed upon the candidate and the workers for the President and Vice-President team.

(j) An itemized expense list of all campaign expenses will be submitted to the Election Council no later than one working day after the Election. Failure to turn in the expense list on time will result in disqualification.

Section 9.05 Campaign Grievances

(a) A student may challenge the authenticity of any petition within three working days after the petition deadline.

(b) Complaints will be submitted in writing to the Election Director within one day after the violation occurred.

(c) Disciplinary action resulting from violations of the election rules may result in a warning, an order to remove or rectify, or disqualification from the election.

(d) Disciplinary action may be appealed to the Judicial Board no later than three days after it is rendered.

Article X. REMOVAL FROM OFFICE

Section 10.01 Removal of the Legislature

(a) Order of removal of Senators

(i) Anyone may bring forth allegations of constitutional/attendance violations to the Internal Affairs Committee.

(ii) The Internal Affairs Committee will produce a bill of removal to the Senate if the violations, upon the preponderance of the evidence, are found to be true.

(iii) The Senator will only be removed by a 2/3 affirmative vote of the Senate.

(iv) The Senator has the right to speak on their behalf but may not vote on the bill of removal.

Section 10.02 Removal of the Executives

(a) Order of removal of the President or the Vice-President

(i) Anyone may bring forth allegations of constitutional violations to the Internal Affairs Committee.

(ii) The Internal Affairs Committee, with a preponderance of evidence, will produce a bill of removal to the Senate with or without recommendation.

(iii) The President or Vice-President will only be removed by a 2/3 affirmative vote of the Senate.

(iv) The President or Vice-President has the right to speak on their own behalf.

(v) The Chief Justice will chair the removal proceedings.
(b) All other members of the executive branch serve at the discretion of the President.

Section 10.03  Removal of the Judiciary

(a) Order of removal of a justice

(i) Anyone may bring forth allegations of constitutional violations to the Internal Affairs Committee.

(ii) The Internal Affairs Committee, with a preponderance of evidence, will produce a bill of removal to the Senate with or without recommendation.

(iii) The justice will only be removed by a 2/3 affirmative vote of the Senate.

(iv) The justice has the right to speak on their own behalf.

(b) Removed members of the Judicial Board cannot appeal to the Judicial Board.

Article XI.  Statement of Non-Discrimination

Section 11.01  This organization shall not discriminate on the basis of race, color, religion, sex, age, sexual orientation, marital status, national origin, or status as a Vietnam era or disabled veteran.

Article XII.  Statement of Non-Hazing

Section 12.01  This organization will not conspire to engage in hazing, or commit an act that is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

Article XIII.  Statement of Compliance with University/Campus Regulations

Section 13.01  This organization shall comply with all university and campus policies and regulations and local, state, and federal laws.

Article XIV.  AMENDMENT

Section 14.01  This Constitution can be amended by an affirmative vote of 2/3 of the entire membership of the Senate
upon being announced one meeting prior to consideration and the signature of the President.

Article XV. ADVISOR

Section 15.01 The advisor of the University Student Government shall be an appointed member of the Unit of Student Life and Intercultural Relations. This person serves as an ex-officio member of USG and may sit and support any USG committee, board, commission, or council.