



**SOUTHERN ILLINOIS UNIVERSITY
UNDERGRADUATE STUDENT GOVERNMENT
~ STUDENT FUNDING GUIDELINES ~**

2025-2026

SIU Southern Illinois University
CARBONDALE



**SOUTHERN ILLINOIS UNIVERSITY
UNDERGRADUATE STUDENT GOVERNMENT
~ FUNDING GUIDELINES ~**



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ARTICLE I – ELECTION PACKET

Article I – Election Packet, will be printed for each potential candidate and will otherwise be known as the Election Packet. Dates, Times and Locations are eligible to change at the discretion of the Judicial Board and the USG Advisor, without Senate Approval, and will be updated as needed by the Governing Documents Committee.

SECTION 1 – Candidate Eligibility for President, Executive Vice-President, and Vice-President of Finance

1. To qualify, all candidates must:
 - a. Be enrolled for at least 12 credit hours at SIU Carbondale as an undergraduate student.
 - b. Maintain a cumulative GPA of at least 2.5.
 - c. Be in good standing as verified by Student Rights & Responsibilities.
 - d. All candidates must attend dates and events listed in Article I: Election Packet, barring academic or emergency conflicts.
 - i. Academic conflicts should be emailed to the USG advisor 48 hours prior, and emergencies should be communicated at least 1 hour before the event.
 - ii. Unexcused absences will result in removal from the ballot, though candidates may still run as write-ins.
 - e. Candidates must have served in USG for at least one semester or RSO with over 50 members according to Saluki Connect, past or present.
 - i. Candidates that do not meet this requirement may seek approval from the USG Judicial Board and the USG Advisor.

SECTION 2 – Nomination Procedure

1. Presidential candidates must submit a petition with the printed names, signatures, and SIU Dawg Tag numbers of 200 current undergraduate students enrolled at SIU Carbondale.
 - a. Dawg Tags are used for verification purposes only.
2. Candidates must select their Executive Vice-President and Vice-President of Finance. who will be included on their ticket.
3. Only one petition is required per ticket. All candidates and appointees must sign a waiver (included in the packet) to authorize verification of GPA, judicial standing, and enrollment status.
4. A digital 3x3 photo and a 250-word bio must also be submitted.
5. The External Affairs Committee will create a social media post for USG that explains who the candidates are and how and when to vote on D2L.

SECTION 3 – Write-In Candidates

1. A write-in candidate is a student who has not been officially nominated through the USG election process but can be written in as a candidate on the ballot.
 - a. Write-in candidates must be undergraduate students.



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2. All write-in candidates must adhere to the following Sections in Article 1 – Election Packet: 1, 4, 6, 8, 9, 10, and 12

SECTION 4 – Ballot Appearance

1. The ballot will list each presidential candidate along with their chosen Executive Vice-President and Vice-President of Finance.
 - a. Presidential candidates may also name others for executive roles, though these names won't appear on the ballot.
2. If the ticket wins, any listed candidates will assume their designated roles.
 - a. If no additional candidates are listed, appointments will be made post-election in line with the USG constitution.
3. A write-in option will appear below the nominated candidates.

SECTION 5 – Election Process

1. A campus-wide election will be held on D2L, accessible to all undergraduate students.
2. Each undergraduate student is entitled to one vote during the election period.
3. Voting runs from 6 a.m. on the first day to 4 p.m. on the second day.
4. Ballot order is determined by lottery at the campaign meeting.
5. The ballot will be exclusive to USG, separate from other elections.
6. The Judicial Board and USG advisor will oversee and ensure a smooth election process.

SECTION 6 – Campaigning

1. Campaign Definition
 - a. Campaigning includes distributing printed materials, posting authorized notices, paid advertisements in campus newspapers, tabling, chalking (within guidelines), speeches to RSOs, creating endorsement lists, email notifications, phone calls, and social media outreach.

SECTION 7 – Campaigning Teams

1. Presidential candidates must assemble a team of undergraduate students to support their campaign.
 - a. Each team will include the Executive Vice-President, Vice-President of Finance, and up to 8 additional undergraduate students.
 - b. The presidential candidate will designate one team member as the campaign manager.
 - i. The campaign manager will handle infraction reports and act as the main contact for campaign matters.
 - c. Team member names must be submitted to the Judicial Board as they are added.
 - i. Any team changes should be sent via email to the Judicial Board.



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SECTION 8 – University Rules and Student Code of Conduct

1. Candidates and their teams must follow election rules and the Campus Code of Conduct while campaigning.
2. Candidates and supporters must avoid creating intimidating or uncomfortable environments for other candidates, students, or employees.
 - a. All candidates and teams must adhere to University rules, including the Student Conduct Code, available at:
 - i. <http://srr.siu.edu/common/documents/scc.pdf>
 - ii. <https://srr.siu.edu/common/documents/student-conduct-code.pdf>
3. Violations of the Student Conduct Code should be reported to the USG Advisor, who will work with the Internal Affairs Committee and Judicial Branch. If found guilty, violations will be reported to the Office of Student Rights and Responsibilities.

SECTION 9 – Campaigning Policies and Rules

1. Early Campaigning
 - a. Candidates, team members, and supporters must avoid all campaign activities before the official start of campaigning in February.
 - b. Examples of early campaigning include:
 - i. Distributing printed or electronic campaign materials to the public
 - ii. Advertising candidacy through chalking, posters, or other public displays
 - iii. Making speeches or statements to employee/student organizations or groups
 - iv. Additional activities may be restricted at the discretion of the USG Advisor and Judicial Board.
2. University Posting
 - a. Posters, signs, and similar materials may only be placed on designated bulletin boards or approved areas.
 - b. Certain areas, like the Student Center and University Housing, have specific posting regulations and require additional approvals.
 - i. If unsure about a location, candidates should seek permission from the building staff.
 - c. Posters and flyers must clearly display the name of the sponsoring student.
 - d. Materials should be hung and removed in a timely manner.
 - e. Posting on university buildings (interior or exterior), windows, doors, light posts, sidewalks, telephone poles, trees, trash bins, overpasses, bridges, or car windshields is prohibited.
3. Chalking
 - a. Sidewalk Chalking is allowed on campus.
 - i. It shall be confined to open areas where rain and weather can wash old postings away.
 - ii. As with all areas of promotion, it is expected that good taste, judgment, and courtesy be used.
 1. Chalking is NOT ALLOWED on walls or buildings.
 2. Spray chalk is NOT ALLOWED.



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- b. Candidates may be responsible for charges incurred for clean-up by Plant Service Operations if there is damage to sidewalks, plant beds, and other cosmetic, sustainable, or educational areas of campus.
- 4. Distributing Materials
 - a. Candidates or team members can distribute materials such as business cards, candy, posters, etc.
 - i. Distributed materials should focus on promoting the candidate's qualifications, vision, and ideas for office.
- 5. Tabling
 - a. Tabling can be done on campus through the Office of Student Engagement (OSE).
 - i. On campus tabling must adhere to OSE rules and regulations.
 - b. The External Affairs Committee will set up times for candidates to table. From there, it is the candidates and teams' job to contact OSE to reserve a time and place.
- 6. Endorsements
 - a. Candidates may secure as many endorsements as they would like within the bounds of Southern Illinois University.
 - i. Endorsements can be shown through distributed material or social media posts.
 - ii. All endorsements must adhere to the Election Packet rules.
 - iii. Endorsements can be made by the following:
 - 1. The schools, departments, or programs in which the Presidential, Executive Vice-President, and Vice-President of Finance are a part of.
 - a. If more than one set of candidates are a part of a school, department, or program they must select to endorse both or neither sets of candidates.
 - 2. Any RSO or Individual Greek Organization on campus that is in good standing.
 - 3. Umbrella Organizations and Greek Councils.
 - 4. Any Saluki Athletic Team of SIU.
 - 5. Any further endorsements are up to the discretion of the Judicial Board and must be asked for permission.
- 7. Campaign Spending
 - a. The presidential candidate cannot exceed spending of over \$400.00 for their campaign.
 - b. All donations and spending must be recorded in a detailed manner and must present evidence in the form of receipts, names, address, and amount.
 - c. These records will be submitted to the Judicial Board by 5 p.m., the day that voting closes.
- 8. Forced Voting and Bribing
 - a. Candidates or team members may not force or bribe students to vote for them in any way, depending on the seriousness of this infraction the Judicial Board may decide to disqualify a candidate from the election.
- 9. Harassment, Defamation, and Negative Campaigning
 - a. Candidates and team members may not harass, bully, threaten, or intimidate other candidates through any form of communication.



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- b. Candidates and team members may not participate in defamation of other candidates through spreading rumors, making false statements, or presenting misleading information through any form of communication.
- c. Candidates and team members must refrain from any communication that is intended to harm or attack the character of another candidate.
 - i. Depending on the seriousness of the listed infractions the Judicial Board may decide to disqualify a candidate from the election.

SECTION 10 – Infractions

- 1. Campaign Infractions
 - a. A campaign infraction occurs when a candidate or team violates Candidate Eligibility, Campaign Policies, University Rules, or the Student Code of Conduct.
 - b. Infractions must be reported by the affected campaign’s manager to the USG advisor. Reports will be reviewed and decided on by the Judicial Board.
 - c. Verified infractions lead to a vote reduction percentage or, in severe cases, disqualification from the election, based on Judicial Board judgment.
- 2. Reporting Campaign Infractions
 - a. Campaign managers have two school days to report infractions to the USG advisor.
 - b. Reports are submitted through a Microsoft Form, accessible to the Judicial Board and USG Advisor, with weekly form checks during the campaign period.



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SECTION 11 – Election Timeline

Election Dates and Times

xx/xx/xxxx	Campaign Packets Available
xx/xx/xxxx	Mandatory Campaign Packets Due – Time and Location
xx/xx/xxxx	Mandatory USG Campaign Meeting – Time and Location
xx/xx/xxxx	Mandatory Presidential Candidate Debate – Time and Location
xx/xx/xxxx	USG Elections Online – Time and Location
xx/xx/xxxx	Mandatory Election Announcements – Time and Location
xx/xx/xxxx	Election Ratified at USG meeting – Time and Location
xx/xx/xxxx	Mandatory for Elects Sworn in at USG Banquet – Time and Location

SECTION 12 - Immediate Responsibilities if Elected

1. Relinquishing Titles

- a. President, Executive Vice-President, and Vice-President of Finance Elects must relinquish their presidential seat in the following organizations.
 - i. Dawg Pound
 - ii. Four Greek Councils
 1. National Pan-Hellenic Council
 2. College Panhellenic Council
 3. Interfraternity Council
 4. Multi-Cultural Greek Council
 - iii. RSO that has over 50 members according to Saluki Connect
 - iv. Student Programing Council
 - v. Umbrella Organization
- b. Failure to relinquish these seats will result in not being elected for office.

2. The executive board elects must send emails of appreciation for their endorsements updating them on their achievements.



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- Executive board elects will attend the Swearing-In of their positions at the last USG meeting unless there is an emergency or academic conflict.

SECTION 13 – Signatures and Waivers for Candidates

Must be submitted to the Student Service Building Office 486 by **Time and Date** with petitions containing the resumes and signatures of each potential officer listed. Obtaining more than 200 signatures is encouraged if some are ruled invalid. A resume of each potential officer must accompany the packet.

Release of information: To have your eligibility verified, each individual must sign below to release your current and past class schedule, GPA, if you have been in USG before with year, and disciplinary action from Student Rights and Responsibilities for as long as you hold the specific position listed below.

Name of Presidential Candidate: _____

Dawg Tag: _____ Email: _____

Class Standing & GPA: _____ Major: _____

Signature: _____ Date: _____

Name of Executive VP Candidate: _____

Dawg Tag: _____ Email: _____

Class Standing & GPA: _____ Major: _____

Signature: _____ Date: _____



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Name of VP of Finance Candidate: _____

Dawg Tag: _____ **Email:** _____

Class Standing & GPA: _____ **Major:** _____

Signature: _____ **Date:** _____

Ticket to Include:

Position	Printed Name	Dawg Tag	GPA	Major	Signature & Date
VP of Student Affairs					
Chief of Staff					
Administrative Assistant					
Other					



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USG Election Petition

USG Presidential Candidate: _____ **Pg 1 of 10**

Printed Name	Dawg Tag	Signature
1		
2		
3		
4		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 2 of 10**

Printed Name	Dawg Tag	Signature
26		
27		
28		
29		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 3 of 10**

Printed Name	Dawg Tag	Signature
51		
52		
53		
54		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 4 of 10**

Printed Name	Dawg Tag	Signature
76		
77		
78		
79		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 5 of 10**

Printed Name	Dawg Tag	Signature
101		
102		
103		
104		
105		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 6 of 10**

Printed Name	Dawg Tag	Signature
126		
127		
128		
129		
130		
131		
132		
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Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 7 of 10**

Printed Name	Dawg Tag	Signature
151		
152		
153		
154		
155		
156		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 8 of 10**

Printed Name	Dawg Tag	Signature
176		
177		
178		
179		
180		
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182		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 9 of 10**

Printed Name	Dawg Tag	Signature
201		
202		
203		
204		
205		
206		
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Candidate's Signature: _____



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USG Election Petition

USG Presidential Candidate: _____ **Pg 10 of 10**

Printed Name	Dawg Tag	Signature
226		
227		
228		
229		
230		
231		
232		
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I do hereby acknowledge that I have reviewed the above names for accuracy and certify that they are legitimate.

Candidate's Signature: _____



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ARTICLE II – JUDICIAL BOARD ELECTION RESPONSIBILITIES

SECTION 1 – Election Oversight

1. If a Judicial Board member is a candidate or ticket member for executive office, they will relinquish their seat as a Justice.
 - a. A reserve Justice will be elected from the senate to replace their seat.
2. The Judicial Board will set the date for the next USG election in the first semester, with input from the faculty advisor, aiming for the second week of April, and will announce the voting dates to the senate.
3. The Judicial Board will supervise the External Affairs Committee, which is responsible for informing undergraduate students about voting details, including how, when, and where to vote.
4. Judicial Board members may not assist candidates with their campaigns unless responding to rule-based questions.
5. The Judicial Board will create a Microsoft Form at the beginning of the Spring Semester for reporting candidate infractions.

SECTION 2 – Violation of Election Rules and Policies

1. Election rule infractions must be submitted via the Microsoft Form to the faculty advisor, who will present the claims and evidence to the Judicial Board.
2. The Judicial Board will determine the validity of each claim and assign penalties, which may include vote reductions or disqualification, as outlined in Article I – Election Packet.
3. Penalties require unanimous Judicial Board approval.
4. Candidates will be notified of any penalties within 24 hours of the Judicial Board's decision and prior to the announcement of election results.
5. All spending reports must be analyzed by the judicial board before the
6. All reported infractions and Judicial Board findings must be finalized before election results are announced.

SECTION 3 – Judicial Board Attendance and Meetings

1. Attendance at Election Events
 - a. At least one Judicial Board member that is not being supported by a proxy must attend the following events:
 - i. Announcement of USG Election Dates
 - ii. USG Candidate Meeting
 - iii. Announcement of Election Results
 - iv. Senate Election Ratification
 - v. Swearing in of Elects
2. Judicial Board Meetings
 - a. All Judicial Board meetings during campaign and election periods are mandatory, scheduled as needed.



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- b. These meetings are closed to everyone except Judicial Board members and the faculty advisor.
- c. There will be a scheduled meeting the night the polls close this meeting will entail the following business.
 - i. Analysis of Spending Reports
 - ii. Last-Minute Infractions
 - iii. Review of the election process and results.
 - iv. A vote that signifies that all election guidelines were followed and the election results as they know are true.
- d. The Judicial board must announce election results within 24 hours of the polls closing.

SECTION 4 – Presidential Candidate Debate

- 1. Presidential Candidate Debate will be hosted by the External Affairs Committee and moderated by the Judicial Board and the USG Advisor.
 - a. Format of Debate
 - i. The presidential debate will consist of an introduction of each candidate, a closing statement, and at least six questions that the USG advisor and Judicial Board feel are appropriate.
 - 1. Introductions will be no more than two minutes.
 - ii. Each candidate will have the opportunity to answer every question.
 - iii. The candidates will have four minutes to answer.
 - iv. The debate will not exceed over one hour and thirty minutes for two candidates no matter how many questions are left. For every additional candidate the time may be adjusted by the vote of the Judicial Board.
 - v. If the time reaches one hour and thirty minutes the moderators will transition to candidates closing statements.
 - b. Debate Rules
 - i. Candidates may not verbally attack each other they may only discuss their policies and plans for office.
 - ii. Candidates may not exceed time limits and will be cut off by the moderators if they do.
 - iii. Candidates will have access to a live timer.
 - c. Viewing of Debate
 - i. Debate is open to a live audience of SIU students, faculty, and staff.
 - ii. The External Affairs Committee will oversee promotion and airing the debate through social media.

SECTION 5 – Records and Ratification of Elects

- 1. The Judicial Board must create a report that highlights the election.
 - a. The report must include the following:
 - i. Final Results
 - ii. Vote Counts



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- iii. Infractions and Percent Penalties to Vote Counts
- iv. Signatures of the Judicial Board that signify that all election guidelines were followed and the election results as they know are true
- b. The report will be put on file for the advisor, Judicial Board, and the candidates that ran.
2. The Judicial Board will present at the meeting following the announcement of election results.
 - a. The presentation must review the election highlights and explain any possible instances where the election results may be false.
3. The Chief Justice will chair the ratification of the election.
 - a. If the motion to ratify the election is defeated, an investigation will be conducted by the Judicial Board, the Internal Affairs Committee, and the USG Advisor to address any allegations or concerns that may have affected the election results.
 - i. The Judicial Board and Internal Affairs Committee will have one week to investigate and determine the legitimate winners of the election, taking into account all relevant evidence and testimonies.
 - ii. An emergency meeting will be held exactly one week after the ratification defeat to review the findings.
 - iii. During this meeting, the Judicial Board and Internal Affairs Committee will present their findings to the senate. Based on this investigation, they will identify the candidates who are deemed the official elects, ensuring that those declared have been thoroughly reviewed and meet all election criteria.

ARTICLE III – SENATE ELECTION RESPONSIBILITIES

SECTION 1 – Supporting Candidates

1. Senators may support candidates by being on their campaign team or being a general supporter.
2. Senators must refrain from discussing their support during USG Senate meetings. This creates an unfair advantage to their candidate and can disrupt current USG business. Instances of this are:
 - a. Bringing up discussion points that include the support of candidates.
 - b. Voting in a biased way that supports or disparages legislation based on a candidate that is presenting.
 - c. Putting specific candidates on the agenda to discuss support.
 - d. Other instances are up to the discretion of the Judicial Board.
3. Senators are bound to the same rules as campaigning teams are in Article 1 – Election Packet.
4. Breaking of these rules will be addressed by the Judicial Board and may lead to impeachment.

SECTION 2 – Ratification of Election Results

1. Senators will ratify the election results at the senate meeting following the election.
 - a. The chairing justice will open the floor for discussion to answer questions, raise concerns, and debate any processes.



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- b. Ratification will then require a majority vote from the senate.

ARTICLE IV – EXECUTIVE BOARD RESPONSIBILITIES

SECTION 1 – Swearing in of Presidential Candidate and Transition of Power

1. Swearing-In
 - a. The Presidential Elect will be sworn in by the current President of USG at the USG Banquet. If the current President has been reelected the USG Advisor will swear them in for a new term.
 - b. Swearing-In will be done by the USG Presidential Oath.
2. Transition of Power
 - a. The current President of USG will aid in giving access to official USG documents through the Governing Document Committee.
 - b. The current President will answer any questions that the Presidential Elect has regarding USG.

ARTICLE V – IMPEACHMENT

SECTION 1 – Order of Removal of Senators from the Legislation or Committee

1. Deliberation on Allegations:
 - a. Allegations of governing document violations will be brought to the Judicial Board for review with a Violation Form that may be filled out by any member of USG or its advisor.
 - i. The violations form can be requested through the Internal Affairs Committee or the Judicial Board.
 - ii. The Judicial Board will then host an official meeting with the accuser listening to the violations that are being alleged within 5 school days of the submitted form.
 1. The accuser will be kept anonymous to protect their identity.
 2. The Secretary Judge will take minutes of all the meetings the Judicial Board partakes in.
 - iii. The Judicial Board will then make the decision through a majority vote of the board on whether to send the impeachment to the Internal Affairs Committee.
 - b. Allegations of constitutional violations, the violations form, the official opinions of each judicial board member, minutes of any meetings, and decision of the Judicial Board will be brought to the Internal Affairs Committee (IAC) by the Judicial Board if there is an affirmative vote to continue.
 - c. The accused will then be suspended from Official USG Business, including senate meetings, until the investigation process is completed.



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- d. The IAC will contact the accused through an email from the committee chair explaining the allegations, that they are suspended, and how they will proceed within 24 hours of the information received.
- e. The IAC will do an internal investigation of the impeachment allegations to determine legitimacy.
- f. Internal investigations must be done thoroughly and will last no longer than 10 days after the submission of the Judicial Board unless there is an official request sent to the Judicial Board for an extension.
 - i. For their investigations, they will host separate, private meetings with the accused and accuser to take statements.
 - ii. If it is an education related issue, the IAC may retain information on the accused GPA from the advisor of USG.
 - iii. If the investigation is found to be not thorough or timely, members of the IAC may be found liable for impeachment from their committee at the discretion of the Judicial Board.
- g. The IAC will produce a Bill of Impeachment to the Senate if the violations, upon the preponderance of the evidence, are found to be true within 10 working days of the paperwork submission.
 - i. No discussion of the impeachment will be discussed outside of the Judicial Board or the IAC before it is introduced to the senate.
 - ii. If this rule is violated the senator may be liable for impeachment from their committee.
 - iii. As the bill of impeachment is presented, the IAC will share their findings and evidence with the senate in a non-biased manner.
 - 1. The IAC cannot sway the senate's vote in anyway by saying the following:
 - a. "We think the accused is guilty"
 - b. "We think the accused is not guilty"
 - c. "The accusations are true"
 - d. "The accusations are false"



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- e. Any other phrases presented that may sway the vote will be up to the discretion of the Judicial Board and could result in impeachment of the presenter from the committee.
- h. The Senator will only be removed from the Legislative Branch or their Committee by a two-thirds affirmative vote of the Senate.
 - i. The Senator has the right to speak for 3 minutes on their behalf but may not vote on the Bill of Impeachment.
 - ii. The accused Senator will be asked to leave as the senate takes their vote.
 - iii. The vote on the Bill of Impeachment will be taken as a ballot.
 - 1. The vote is not announced to the senate until the following senate meeting after the accused Senator has been contacted by the president for their removal or non-removal vote.
- i. The President of USG has 24 hours to contact the defending Senator over email.

SECTION 3 – Order of Removal of an Executive Board Member

- 1. Deliberation on Allegations
 - a. Written allegations of governing documents violations may be brought to the Judicial Board through a Violation Form by any member of the USG or its advisor.
 - i. The violations form can be requested through the Internal Affairs Committee or the Judicial Board.
 - ii. The Judicial Board will then host an official meeting with the accuser listening to the violations that are being alleged within 5 working days of the submitted form.
 - 1. The accuser will be kept anonymous to protect their identity during this stage of the impeachment process.
 - 2. The Secretary Judge will take minutes of all the meetings the Judicial Board partakes in.
 - iii. The Judicial Board will then make the decision through a majority vote of the board on whether to send the impeachment to the Internal Affairs Committee.
 - iv. Allegations of constitutional violations, the violations form, the official opinions of each judicial board member, minutes of any meetings, and decision of the Judicial Board will



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be brought to the Internal Affairs Committee (IAC) by the Judicial Board if there is an affirmative vote to continue.

1. The accused will then be suspended from Official USG Business, including senate meetings, until the investigation process is completed.
2. The IAC will contact the accused through an email from the committee chair explaining the allegations, that they are suspended, and how they will proceed within 24 hours of the information received.
3. The IAC will then investigate the violations and deliberate on their legitimacy. To determine legitimacy, the IAC will consider whether the violations represent a sufficient basis for action and whether the weight of the evidence is sufficient to require a presentation from the accused.

v. The IAC will gather evidence through a hearing of the plaintiff and the defendant.

2. Hearing of the Plaintiff:

- a. The IAC must meet to hear the violations against the accused within five working days from when the violations were brought to it by the Judicial Board.
- b. A quorum of the IAC must be present for the hearing to take place. If one does not exist, the hearing, discussion, and vote must be postponed until the next meeting. The discussion and vote on the retainment of violations will only be postponed one meeting. A vote must be taken at the next meeting even if a quorum is not present.
 - i. Only IAC members, those bringing violations, the Chief Justice of the Judicial Board, the Judicial Board's Secretary Judge, and witnesses for the violations may be present at this meeting.
 - ii. The Judicial Board Secretary Judge will take hearing minutes.
 - iii. A motion must be passed to officially close the meeting to make it only accessible to the essential parties.
 - iv. A motion must be passed to allow the plaintiffs to represent themselves.
 - v. A motion must be passed to allow comments from the floor.
 1. All motions listed must pass for the meeting to be legitimate and official.



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- c. The plaintiff bringing the charge must be present. Plaintiffs bringing the violations are considered to be only those individuals who had signed the Violations Form at the time they were presented.
 - i. If more than one person brings the violations, only one of them may represent those bringing the violations.
 - d. The IAC will listen to the violations and any evidence the charging entities wish to provide.
 - e. Once the plaintiff and witnesses are finished presenting, they will be removed from the room.
 - f. The IAC will discuss and vote on whether the violations are legitimate. A majority vote in the affirmative will determine the legitimacy of the violations.
 - g. The Chief Justice will not receive a vote and is present for the non-biased establishment of the Governing Documents.
 - i. If there is a simple majority vote in the affirmative, the Chair will forward a copy of the written violations, a copy of the meeting minutes, and any evidence presented at this meeting to the accused and the Judicial Board.
 - ii. Any information identifying the person(s) bringing the violations should be omitted from this correspondence. The identity of any witnesses or sources of information will remain confidential.
3. Hearing of the Defense:
- a. The IAC must meet to hear the defense of the accused within 5 working days after the Hearing of the Plaintiff has taken place.
 - b. A quorum of the IAC must be present for the hearing to take place. If one does not exist, the hearing, discussion, and vote must be postponed until the next meeting. The discussion and vote on the retainment of violations will only be postponed one meeting. A vote must be taken at the next meeting even if a quorum is not present.
 - c. Only IAC members, the Chief Justice of the Judicial Board, the Judicial Board's Secretary Judge, the accused, and their witnesses may be present in the room during this portion.
 - i. The Secretary Judge will take minutes of the hearing.
 - 1. A motion will be made to officially close the meeting to make it only accessible to the essential parties.
 - 2. A motion must be passed to allow the defense to represent themselves.



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3. A motion must be passed to allow comments from the floor.
 - a. All motions listed must pass for the meeting to be legitimate and official.
 - d. The IAC will listen to the entirety of the defense and evidence.
 - e. Once the defense and witnesses are finished presenting, they will be removed from the room.
 - f. The IAC will discuss if violations are legitimate.
 - g. A motion may be made by a member of the IAC to extend discussion beyond the time allotted if needed.
 - i. A motion to extend the time for discussion requires a majority affirmative vote of the IAC.
 - ii. The IAC will then vote on whether to retain the violations against the accused. The vote will be taken by secret ballot; and requires a majority vote in the affirmative to pass.
 - iii. If the IAC votes in the affirmative, the Chair of the IAC will prepare a Bill of Impeachment and present it to the Senate at the next regular Senate meeting.
 - iv. No discussion of the impeachment will be discussed outside of the Judicial Board or the IAC before it is introduced to the senate.
 1. If this rule is violated the senator may be liable for impeachment from their committee.
4. Voting on Removal of the Executive
 - a. The Chief Justice will chair impeachment proceedings in the Senate even if the IAC Chair is the Chief Justice.
 - b. The IAC will read the Bill of Impeachment to the Senate and present the collected evidence.
 - c. The IAC cannot sway the senate's vote in anyway by saying the following:
 - i. "We think the accused is guilty"
 - ii. "We think the accused is not guilty"
 - iii. "The accusations are true"
 - iv. "The accusations are false"
 - v. Any other phrases presented that may sway the vote will be up to the discretion of the Judicial Board and could result in impeachment of the presenter from the committee.
 - d. The accused has the right to speak on their behalf to the Senate in a 5-minute speech that cannot be extended.



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- e. The Executive Board Member will only be impeached by a two-thirds affirmative vote of the Senate following the impeachment proceedings.
- f. The Executive Board Member has the right to speak for 5 minutes on their own behalf.
 - i. All other members of the Executive Branch serve at the discretion of the President.
- g. The accused Executive will be asked to leave as the senate takes their vote.
- h. The vote on the Bill of Impeachment will be taken as a ballot.
 - i. The vote is not announced to the senate until the following senate meeting after the accused Senator has been contacted by the IAC for their removal or non-removal vote.
 - 1. The IAC has 24 hours to contact the defending Executive Board Member over email.

SECTION 3 – Order of Removal of Justices and Committee Chairs


- 1. Allegations of governing documents violations may be brought to the Internal Affairs Committee (IAC) through the Violations Form by any USG member.
 - a. The accused will then be suspended from Official USG Business, including senate meetings, until the investigation process is completed.
 - b. The IAC will contact the accused through an email from the committee chair explaining the allegations, that they are suspended, and how they will proceed within 24 hours of the information received.
 - c. The IAC will do an internal investigation of the impeachment allegations to determine legitimacy.
 - i. Internal investigations must be done thoroughly and will last no longer than 10 days after the submission of the USG member unless there is an official request sent to the Senate for an extension.
 - ii. For their investigations, they will host separate, private meetings with the accused and accuser to take statements.
 - iii. If it is an education related issue, the IAC may retain information on the accused GPA from the advisor of USG.
 - iv. If the investigation is found to be not thorough or timely, members of the IAC may be found liable for impeachment from their committee at the discretion of the Judicial Board.



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- d. The IAC will produce a Bill of Impeachment to the Senate if the violations, upon the preponderance of the evidence, are found to be true within 10 working days of the paperwork submission.
- e. No discussion of the impeachment will be discussed outside of the IAC before it is introduced to the senate.
 - i. If this rule is violated the senator may be liable for impeachment from their committee.
- f. As the bill of impeachment is presented, the IAC will share their findings and evidence with the senate in a non-biased manner.
- g. The IAC cannot sway the senate's vote in anyway by saying the following:
 - i. "We think the accused is guilty"
 - ii. "We think the accused is not guilty"
 - iii. "The accusations are true"
 - iv. "The accusations are false"
- h. Any other phrases presented that may sway the vote will be up to the discretion of the Judicial Board and could result in impeachment of the presenter from the committee.
- i. The Justice or Committee Chair will only be removed by a two-thirds affirmative vote of the Senate.
- j. The Justice or Committee Chair has the right to speak for 4 minutes on their behalf but may not vote on the Bill of Impeachment.
- k. The accused Justice or Committee Chair will be asked to leave as the senate takes their vote.
 - i. The vote on the Bill of Impeachment will be taken as a ballot.
- l. The vote is not announced to the senate until the following senate meeting after the accused Justice or Committee Chair has been contacted by the president for their removal or non-removal vote.
- m. The President of USG has 24 hours to contact the defending Justice or Committee Chair over email.
 - i. Removed members of the Judicial Board cannot appeal to the Judicial Board.
 - ii. If the Justice is a senator, they may retain their seat in the senate.
- n. If a Committee Chair is impeached, they may retain their seat in the senate but can no longer serve on the committee they were impeached from.

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- o. If the Justice is a committee chair, their status on that committee will be revoked.

ARTICLE V – AMENDMENTS

Election and Removal Guidelines can be amended by an affirmative vote of two-thirds majority of the entire membership of the Senate upon being announced one meeting prior to consideration and the signature of the President.

ARTICLE VI – UPDATE NOTICE

The Undergraduate Student Government in accordance with the Governing Documents Committee last updated the USG Election & Removal Guidelines in April 2025. These Election & Removal Guidelines have been published for the 2025-2026 Southern Illinois University school year.



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~ELECTION HANDBOOK~**

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