

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

PREAMBLE

We, the full-time undergraduate students of Hofstra University do hereby form a responsible, democratic, and independently selected government dedicated to the principles upon which Hofstra University stands. The Student Government Association shall recommend policies and procedures, which serve to support and broaden the intellectual, social, cultural, and political needs of its constituents.

ARTICLE I.

Section One. The Student Government Association shall be responsible to the students of Hofstra University through the Division of Campus Life. The Student Government Association shall be responsible for submitting a budget for the ensuing academic year.

Section Two. The Student Government Association shall have the power to set fees, regulations, or restrictions upon any undergraduate club operating under the authority of the same, and shall further have the power to recognize any group of undergraduate students who petition to become an organization.

Section Three. The Student Government Association shall provide for the common welfare and general well-being of the University community through such policies and laws as it may from time to time adopt.

Section Four. No Student Judicial official shall serve in a legislative or executive capacity on the Student Government Association.

ARTICLE II.

ALL LEGISLATIVE POWERS GRANTED HEREIN shall be vested in a student Senate, herein referred to as the Senate.

Section One. All constituents and members of the Student Government Association, elected or appointed, shall be full-time undergraduate students.

- A. The Senate shall consist of members elected by the constituencies of the Student Government Association.
- B. Elections shall occur on the third Wednesday and Thursday in April in each academic year, unless otherwise ordered.

Section Two. The Elections Commission shall be the sole judge of the elections, returns and qualifications of its members. All members and policies of said commission are subject to the approval of the Senate.

Section Three. The Senate shall assemble at least once every week while classes are in session, except by the express vote of the Senate to the contrary, and the terms of office for all Senators and officers shall commence with the first Senate meeting following the annual elections, and terminating with the Senate meeting following the next annual elections.

Section Four. The Vice-President of the Student Government Association shall be Presiding Officer of the Senate, but the Senate shall choose its Comptroller and all committee chairs. The President shall, at the assembling of the Senate immediately following the annual election, announce the appointment of Secretary, who shall not vote.

Section Five. The Senate shall have the power to approve minutes, appropriations, resolutions, amendments and other such documents as may from time to time require its consideration, but the President may announce his/her veto thereof or parts thereof with twenty-four (24) hours following the end of the Senate meeting during which the matter in question was passed. The President shall return the same with his written objections included thereon at its next meeting. If the Senate chooses to vote by a two-thirds majority to overturn said objections of the President, the matter in question shall stand approved, the objections of the President notwithstanding, but not otherwise.

Section Six. Executive veto shall not be used for amendments regarding the Student Government Association Constitution, By-laws, or other matters require a two-thirds (2/3) vote of the Senate for initial enactment. Executive veto power shall never extend to matters approved on the ballot by the students.

Section Seven. No person who has not been elected to the Senate by the students, or by the Senate, shall vote in any Senate meeting, but all delegates may be authorized voting rights in standing legislative committees.

Section Eight. The Senate shall have the sole power to impeach its officers and elected officials, and remove the same, by such methods as the Student Government Association may by law provide.

Section Nine. The Senate shall reapportion itself once per academic year during the fall academic term to be effective for the subsequent spring, summer, and fall terms. The Senate shall provide for one at-large senator for every one hundred and fifty (150) full-time undergraduate students provided by the university's headcount.

ARTICLE III.

Section One. The President, Vice-President, Comptroller, Secretary, and Public Relations Chair, together with all Chairs of legislative committees, shall constitute the Executive Cabinet of the Student Government Association. The President shall preside over the Cabinet. The Parliamentarian of the Student Government Association shall serve as a non-voting member *ex-officio*.

Section Two. The Cabinet shall assemble no less than once every week while classes are in session. The Cabinet shall set the agenda for Senate meetings. The Cabinet shall oversee the Student Government Association Fund and report any monetary contributions made to said Fund in its weekly minutes. The Cabinet shall coordinate the work of all legislative committees, refer to them such matters as may be introduced to the Cabinet, and shall have the power to make interim decisions on matters of expediency. All decisions made are subject to the approval of the Senate.

ARTICLE IV.

THE EXECUTIVE POWERS OF THE STUDENT GOVERNMENT ASSOCIATION shall be vested in an Executive Board, consisting of President, Vice-President, Comptroller, and Secretary.

Section One. No two officers of any SGA recognized club or organization may serve on the Executive Board.

Section Two. The President and Vice-President of the Student Government Association shall represent the Student Government Association on the Hofstra University Senate and the Hofstra University Board of Trustees. Elected members of the Senate may, by appointment of the President, serve as a temporary delegate to the University Senate.

Section Three. In the case of removal of the President from office, or in the event of his/her resignation or inability to perform enumerated duties, the Vice-President, shall assume duties thereof. Other vacancies may be filled as the Student Government Association may by law provide.

ARTICLE V.

Section One. This Constitution shall take effect upon the commencement of the Senate meeting next following its approval, and shall henceforth supersede and render void all previous Constitutions and amendments thereto.

Section Two. Amendments to this Constitution become effective if approved by two-thirds the members of the Senate, or by a two-thirds vote in a referendum, in accordance with laws as the Student Government Association shall provide. Constituent rights

include the rights to enact or rescind any legislation, by referendum, as well as to recall any elected official.

TABLE OF CONTENTS

CHAPTER 1 THE EXECUTIVE BRANCH

101. OFFICE OF THE PRESIDENT

- 101.1 Powers as Chief Executive
- 101.2 Committee Participation
- 101.3 Student Government Association
financial matters
- 101.4 Monthly Reports

102. OFFICE OF THE VICE- PRESIDENT

- 102.1 Committee assignments
- 102.2 Senate agenda
- 102.3 Committee participation

103. OFFICE OF COMPTROLLER

- 103.1 Financial records
- 103.2 Semi-annual reports
- 103.3 Internal Review and Control
Board
- 103.4 Authority to levy fines
- 103.5 Authority to freeze budgets

104. OFFICE OF SECRETARY

- 104.1 General duties
- 104.2 Office manager
- 104.3 Correspondence

105. OFFICE OF COMMITTEE CHAIR

- 105.1 Agenda of the committee
- 105.2 Committee reports
- 105.3 Monthly reports
- 105.4 Mid-year reports
- 105.5 Attendance of non-members

106. OFFICE OF THE PARLIAMENTARIAN

- 106.1 General Duties
- 106.2 Committee participation

107. SOCIAL CHAIR

- 107.1 General Duties
- 107.2 Subcommittees
- 107.3 Publicity

CHAPTER 2 THE LEGISLATIVE BRANCH

201. OFFICERS

- 201.1 Seats on the Senate
- 201.2 Election of officers
- 201.3 Oath of office (Senators)
- 201.4 Oath of office (Executive
Board)

202. COMMITTEES

- 202.1 Standing committees
- 202.2 Weekly meetings
- 202.3 Senate oversight
- 202.4 Ad-hoc committees
- 202.5 Dismissal of Committees

203. ACADEMIC AFFAIRS COMMITTEE

- 203.1 Review of academic concerns
- 203.2 Teacher evaluation file
- 203.3 Test file
- 203.4 Subcommittees

204. APPROPRIATIONS COMMITTEE

- 204.1 Annual budget
- 204.2 Additional allocations
- 204.3 Subcommittees

205. CLUB AFFAIRS COMMITTEE

- 205.1 General duties pertaining to
clubs
- 205.2 Ticket policy
- 205.3 Office space
- 205.4 General club affairs meetings
- 205.5 Subcommittees

206. RULES COMMITTEE

- 206.1 Amendments to governing documents
- 206.2 Drafting of legislation and papers
- 206.3 Technical corrections to legislation
- 206.4 SGA recognized clubs
- 206.5 Club/organization documents
- 206.6 Club/organization operations
- 206.7 Reactivation hearings
- 206.8 Ethics and Conduct Chair
- 206.9 SGA Archivist
- 206.10 Policy Series
- 206.11 Subcommittees

207. STUDENT SERVICES COMMITTEE

- 207.1 General duties and responsibilities
- 207.2 Subcommittees

208. SPIRIT COMMITTEE

- 208.1 General duties and responsibilities
- 208.2 Homecoming duties
- 208.3 Athletic Department duties
- 208.4 Promotional duties

209. ORDER OF BUSINESS

- 209.1 Senate agenda
- 209.2 Approval of Senate Cabinet minutes
- 209.3 Senate approval of committee minutes
- 209.4 Objections to minutes
- 209.5 Overruling decisions of committees
- 209.6 Unfinished, new, special business
- 209.7 Special meetings of SGA bodies

210. LEGISLATIVE PROPOSALS AND RESOLUTIONS

- 210.1 Presentation of legislation

- 210.2 Numbering and filing of legislation
- 210.3 Students rights in proposing legislation
- 210.4 Form of legislation

211. MINUTES

- 211.1 Recording of minutes
- 211.2 Content of minutes

212. PARLIAMENTARY PROCEDURE

- 212.1 Quorum
- 212.2 Senate debate
- 212.3 Motions
- 212.4 Voting
- 212.5 Points of order/points of information
- 212.6 Suspension of the rules
- 212.7 General parliamentary procedure

213. ELECTIONS

- 213.1 Eligibility
- 213.2 Elections commission
- 213.3 Requirements for Office of President and Vice-President
- 213.4 Requirements for Office of Committee Chairs and Comptroller
- 213.5 Requirements for the Office of Senator

214. REFERENDA

- 214.1 Petitioners
- 214.2 Senate actions on referenda
- 214.3 Alternate method of presenting a referendum

CHAPTER 3 SGA MEMBERSHIP

301. MEMBERS

- 301.1 Vacancies
- 301.2 Delegates

- 301.3 Resignation of Student
Government Association members

302. CODE OF ETHICS AND CONDUCT

- 302.1 Discussion
- 302.2 Attendance requirements
- 302.3 Office hour requirements
- 302.4 Excused absence policy
- 302.5 Absence policy
- 302.6 Reporting of unexcused
absences.
- 302.7 Ticket policy
- 302.8 Re-installments of Senators
- 302.9 Re-instatement of appointed
delegates

303. IMPEACHMENT AND REMOVAL

- 303.1 Impeachment and removal of
Student Government
Association members
- 303.2 Removal of impeached
members
- 303.3 Removal of delegates

CHAPTER 4 AMENDMENTS

401. AMENDMENTS

- 401.1 Presentation of amendments
- 401.2 Approval of amendments

CHAPTER 1: THE EXECUTIVE BRANCH

101. OFFICE OF THE PRESIDENT

101.1 POWERS AS CHIEF EXECUTIVE: The President shall serve as the Chief Executive of the Student Government Association

- A. *Public Relations*: The President shall coordinate the public relations of the Student Government Association.
- B. *Appointments*: The President shall appoint all officers of the Student Government Association not otherwise elected or appointed.
- C. *Delegation of Authority*: The President may carry out or delegate all duties not vested in any specific office or group.

101.2 COMMITTEE PARTICIPATION: The President shall serve as a member *ex-officio* on all committees, but shall not vote. In the event where a committee Chair is not in attendance, and the Vice-President is unable to fulfill his/her roles as a Chair *pro tempore*, the President shall preside over said committee.

101.3 STUDENT GOVERNMENT ASSOCIATION FINANCIAL MATTERS: The President shall be ultimately responsible for the maintenance of the financial assets of the SGA and shall be responsible for relations with the University on all financial matters. The President shall have the power to take necessary action to fulfill said responsibilities. The Senate shall have the right of full oversight and have the right to place sanction on the Presidential Budget.

101.4 MONTHLY REPORTS: The President shall serve the Student Government Association by providing a written monthly report on all Executive matters of the Student Government Association and shall make all Executive information available when one-third (1/3) of the Senate requests.

102. OFFICE OF THE VICE-PRESIDENT

102.1 COMMITTEE ASSIGNMENTS: The Vice-President shall make appointments to all legislative committees, subject to the ratification of the Cabinet

102.2 SENATE AGENDA: The Vice-President must submit the Agenda for the Student Government Association Senate meetings to the Cabinet at a meeting prior to the Senate meeting. Said Agenda shall contain a list of all matters to be discussed by the Senate.

102.3 COMMITTEE PARTICIPATION: The Vice-President shall serve as a member *ex-officio* on all committees, but shall not vote. In the event where a committee Chair is not in attendance, the Vice-President shall preside over the committee.

103. OFFICE OF THE COMPTROLLER

103.1 FINANCIAL RECORDS: The Comptroller shall be responsible to the Student Government Association for the maintenance of all financial transactions of the Student Government Association and clubs/organizations funded by the SGA.

- A. *Purchase Orders/Check Requisitions*: The Comptroller shall have the authority to sign all purchase orders, check requisitions and other financial documents as appropriate.
- B. *Signing Powers of the President*: The President shall have the authority to sign any document of the Comptroller if he or she is unable to fulfill the assigned duties.

103.2 MONTHLY REPORTS: The Comptroller shall serve the Student Government Association by providing a written monthly report on the financial status of the Student Government Association and shall make all financial information available when one-third (1/3) of the Senate requests.

103.3 INTERNAL REVIEW AND CONTROL BOARD: The Comptroller shall establish and serve as the Chair of the Internal Review and Control Board (IRC Board). The Comptroller shall determine the membership of the IRC Board, subject to the ratification of the Senate. The IRC Board process shall start as early as the annual senate meeting following the elections.

- A. *Membership*:
 - (a) No more than two (2) members of the Rules Committee shall serve on the IRC Board.
 - (b) The IRC Board shall consist of exactly ten (10) members, including the Comptroller.
 - (c) No more than five (5) members shall be members of the Student Government Association, including members of the Rules Committee.
 - (d) Non-SGA members of the IRC Board must take the oath of office as stated in 201.3 and are subject to impeachment as if they were senators.
 - (e) Members of IRC Board must adhere to the SGA attendance policy as if it was a standing committee.
- B. *Clubs/Organization Oversight*: All IRC Board members shall be assigned clubs and organizations by the Comptroller, which they must monitor. Members shall be required to meet with the treasurers of the clubs they are assigned to twice per semester. The

IRC Board shall review all financial transactions to ensure that fiscal policy is being followed.

- C. *Powers to Audit*: The IRC Board shall have the authority to conduct such audits of assigned clubs as said member may deem necessary. Twenty percent (20%) of all active clubs shall be audited every semester.
- D. *General Powers*: The IRC Board shall apply sanctions for violations of fiscal and/or appropriations policy. The IRC Board shall also have the power to unfreeze a club's budget as appropriate. The IRC Board must report all violations to the senate.

103.4 **AUTHORITY TO LEVY FINES**: The Comptroller shall have the authority to levy fines as appropriate under SGA policy. The Senate may overturn the Comptrollers fines by a two-thirds (2/3) vote.

103.5 **AUTHORITY TO FREEZE BUDGETS**: The Comptroller shall have the authority to freeze a club/organization's budget, subject to the ratification of the Senate. The Comptroller is required to freeze a budget when directed by the President, Appropriations committee Chair, Club Affairs committee Chair, or the Rules committee Chair.

103.6 **STUDENT GOVERNMENT ASSOCIATION FUND**: The Comptroller shall remain in contact with the Office of Development and the Student Government Association Alumni Charter group in regards to the Student Government Association Fund. The Comptroller shall report all monetary contributions to the Student Government Association Cabinet, as well as any other relevant information he/she deems necessary.

104. OFFICE OF SECRETARY

104.1 **GENERAL DUTIES**: The Secretary shall record the minutes of the Student Government Association Senate and Cabinet, but shall not have a vote in either body.

104.2 **OFFICE MANAGER**: The Secretary shall serve as the Office Manager and shall order all needed supplies for said office.

104.3 **CORRESPONDENCE**: The Secretary shall be responsible for all correspondence.

105. OFFICE OF COMMITTEE CHAIR

105.1 AGENDA OF THE COMMITTEE: Committee Chairs shall set the agenda for all committee meetings. Matters come before the committee at the discretion of the Chair. Chairs shall only vote in case of a tie.

105.2 COMMITTEE REPORTS: Committee Chairs shall submit minutes of all meetings and report to the Senate at each Senate meetings on the actions of the committee. Any committee Chair who does not submit minutes to the Secretary at two (2) regularly scheduled meetings of the Senate in a semester will be subject to re-instatement to the Office of committee Chair as defined in Section 302.8 of these By-laws.

105.3 MONTHLY REPORTS: Committee Chairs shall be responsible for submitting a monthly, typed report to the Vice-President detailing operations of the committee by the last day of the month.

105.4 MID-YEAR REPORTS: Committee Chairs shall be responsible for submitting a mid-year report to the Senate by the first Senate meeting of the spring semester.

105.5 ATTENDANCE OF NON-MEMBERS: Committee Chairs shall, at their discretion, have the right to admit or excuse Senators who are not members of the committee. Voting rights may be delegated to other Chairs only if they have attended three (3) or more meetings of said committee consecutively.

106. OFFICE OF PARLIAMENTARIAN

106.1 GENERAL DUTIES: The Parliamentarian shall be familiar with the Student Government Association governing documents and shall advise the presiding officer of proper parliamentary procedure at formal meetings. The Parliamentarian shall also advise any Senator on proper parliamentary procedure when requested.

106.2 COMMITTEE PARTICIPATION: The Parliamentarian shall serve as a member of the Rules Committee, as provided for in Section 202.1D of these By-laws, but may also serve on another committee in the capacity of Senator.

107. OFFICE OF PUBLIC RELATIONS

107.1 PRESS RELATIONS: The Public Relations Chair shall be responsible for providing campus publications with press releases after full Senate meetings. The Public Relations Chair shall also act as the primary representative of the Student Government Association in the event that the Student Government Association must deal with any campus or off-campus media.

107.2 SGA WEBPAGE: The Public Relations Chair shall be expected to update the Student Government Association's webpage on the Hofstra University website on a weekly basis during the fall and spring semesters; must also create a separate website for communications for all Senators and students.

107.3 PUBLICITY: The Public Relations Chair shall provide campus publications with press releases after full Senate meetings. The Public Relations Chair may be called upon by the President to help publicity.

107.4 SOCIAL EVENTS: The Public Relations Chair shall be responsible for organizing a retreat and end of the year banquet.

107.5 SUBCOMMITTEES: The Public Relations Chair may form subcommittees to assist in fulfilling any of the said responsibilities above.

107.6 SPOKESPERSON: As the Student Government Association's primary spokesperson, at no point may the Public Relations Chair interject his/her own individual opinions when fulfilling his/her responsibilities as Public Relations Chair, particularly when his/her opinion contradicts with the policies and decisions of the Student Government Association.

107.7 STUDENT GOVERNMENT ASSOCIATION FUND: The Public Relations Chair shall be expected to work with the Office of Development and the Student Government Association Alumni Charter group in order to solicit donations for the Student Government Association Fund. The Public Relations Chair shall organize all meetings between representatives of the Student Government Association, including cabinet members, justices, and senators, and potential donors to the Student Government Association Fund. The Public Relations Chair shall organize a dinner at the end of each academic year in recognition of those individuals and their families who made contributions to the Student Government Association Fund during the same academic year.

CHAPTER 2: THE LEGISLATIVE BRANCH

201. OFFICERS

201.1 SEATS ON THE SENATE: The Senate shall be constituted by at-large senators to be elected by the general Student Government Association constituency at an election established under Section 214 of these By-laws. The Inter-Fraternity/Sorority Council, the Organization of Commuter Students, Sports Board, and the Resident Students Association shall each elect a Representative to serve as a voting Senator on the Student Government Association.

201.2 ELECTION OF OFFICERS: The first order of business at the first Senate meeting following the annual election, following the qualification of the President, Vice-President and Senators, shall be the election of the following officers of the Student Government Association.

- A. *The Secretary*: The Secretary shall be appointed by the President, provided that the President shall not appoint a member of the Senate to said position.
- B. *The Comptroller*: The Comptroller shall be chosen from among the Senators-at-Large.
- C. *Committee Chairs*: The Chairs of all legislative committees established under Section 202.1 of these By-laws shall be chosen from the Senators-at-Large.

201.3 OATH OF OFFICE (SENATORS): The Oath of Office for all Senators shall be as follows, "I (name), hereby pledge to uphold the Constitution, By-laws, and Policy Series of the Student Government Association, fulfill all obligations as outlined, and act in the best interests of the Student Government Association and all of its members."

201.4 OATH OF OFFICE (EXECUTIVE BOARD): The Oath of Office for the President, Vice-President, Comptroller, and Secretary shall be as follows: "I, (name), hereby pledge to faithfully execute the duties of the office of (office) for the Student Government Association of Hofstra University; and to defend and uphold the Constitution, By-laws and Policy Series of the Student Government Association and to act in the best interests of all the students."

202. COMMITTEES

202.1 STANDING COMMITTEES: There are hereby established seven (7) standing committees of the Student Government Association, to be titled and apportioned as follows:

- A. *Academic Affairs Committee*: To consist of at least eight (8) Senators, including a committee Chair.
- B. *Appropriations Committee*: To consist of at least eight (8) Senators, including a committee Chair.
- C. *Club Affairs Committee*: To consist of at least eight (8) Senators, including a committee Chair, and the Sports Board Representative who shall serve as voting members *ex-officio*.
- D. *Rules Committee*: To consist of at least eight (8) Senators, including a committee Chair, and the Parliamentarian, who shall serve as a voting member *ex-officio*.
- E. *Student Services Committee*: To consist of at least eight (8) Senators, including a committee Chair, and the Inter-Fraternity/Sorority Council Representative, the Organization of Commuter Students Representative, and the Resident Student Association Representative who shall serve as voting members *ex-officio*.
- F. *Spirit Committee*: To consist of at least eight (8) Senators including the committee Chair.

202.2 WEEKLY MEETINGS: There shall be a weekly meetings of every standing legislative committee established under this Section. A “week” is defined as a period from Sunday to Saturday when classes are in session during any one day. Any two standing or special committees may sit jointly to consider matters or to contemplate legislation.

202.3 SENATE OVERSIGHT: No decision of any committee is effective until it passes the Student Government Association Senate.

202.4 AD-HOC COMMITTEES: The Senate may create ad-hoc or special committees. Ad-hoc or special committees are created by a one-third (1/3) vote of senators present and voting.

202.5 DISMISSAL OF COMMITTEES: Standing committees may be dismissed by two-thirds (2/3) the members of the senate. Ad-hoc and special committees may be dismissed by a majority of senators present and voting.

202.6 STUDENT GOVERNMENT ASSOCIATION COMMITTEE FUND: Any standing committee may be distributed funds from the Student Government Association Committee Fund, a subdivision of the Student Government Association Fund, in accordance with the regulations outlined in Section X.E of the Student Government Association Policy Series. All monetary donations are to be used in fulfilling its duties as outlined in the Student Government Association By Laws and Policy Series. The Academic Affairs Committee, the Club Affairs Committee, the Rules Committee, the Spirit Committee, and the Student Services Committee may receive specific

donations to assist them in fulfilling their duties, as outlined in Section X.D.3 of the Student Government Association Policy Series.

203. ACADEMIC AFFAIRS COMMITTEE

203.1 REVIEW OF ACADEMIC CONCERNS: The Academic Affairs committee shall review and seek solutions about academic and cultural issues at Hofstra University, and shall consult with University offices and agencies as appropriate.

203.2 TEACHER EVALUATION FILE: The Academic Affairs committee shall regularly update the teacher test file, located in the SGA office.

203.3 TEST FILE: The Academic Affairs committee shall regularly update the test file, which shall also be located in the SGA office.

203.4 SUBCOMMITTEES: The Academic Affairs committee Chair shall establish and appoint such committees as he/she may deem necessary.

204. APPROPRIATIONS COMMITTEE

204.1 ANNUAL BUDGET: The Appropriations committee shall report an annual budget of the Student Government Association to the Senate at a date before the turnover meeting. The committee shall collect budget proposals from clubs by a date to be specified by the Chair, and shall publish guidelines as appropriate in the SGA Policy Series.

204.2 ADDITIONAL ALLOCATIONS: The Appropriations committee shall review requests for additional allocations throughout the academic year, and shall make decisions thereon, with such money as may be made available.

204.3 SUBCOMMITTEES: The Appropriations committee Chair shall establish and appoint such subcommittees as he/she may deem necessary.

204.4 STUDENT GOVERNMENT CLUB/ORGANIZATION FUND: The Appropriations committee shall have jurisdiction over all monetary contributions donated to the Student Government Association Club/Organization Fund, a subdivision of the Student Government Association Fund, and shall be allowed to allocate these monies to club/organizations at its discretion. In cases where donations are made to a specific Student Government Association club or organization, these monies must be transferred to said club or organization's budget and designated as income

money. The Appropriations committee shall notify all clubs and organizations when they receive specific donations.

205. CLUB AFFAIRS COMMITTEE

205.1 GENERAL DUTIES PERTAINING TO CLUBS: The Club Affairs committee shall work with the clubs and organizations to create and maintain an active programming agenda, and shall coordinate the activities as necessary.

205.2 TICKET POLICY: The Club Affairs Chair shall appoint a Senator to serve as the Ticket Policy Chair. The Ticket Policy Chair shall be responsible for assigning ticket policy dates to Senators.

205.3 OFFICE SPACE: The committee shall allocate all clubs' office space in accordance with provisions made in the SGA Policy Series.

205.4 GENERAL CLUB AFFAIRS MEETINGS: The General Club Affairs Meetings shall be held, semesterly, commencing with the second week of the semester. Additional meetings may be called by the Club Affairs committee Chair with a forty-eight (48) hour notice given.

A. *Club Representatives*: Clubs shall elect a SGA/Club Affairs Representative to attend said meetings. No representative so elected shall represent more than two (2) clubs at any one meeting.

205.5 SUBCOMMITTEES: The Club Affairs committee Chair shall establish and appoint such subcommittees as he/she may deem necessary.

206. RULES COMMITTEE

206.1 AMENDMENTS TO GOVERNING DOCUMENTS: The Rules committee shall make recommendations to the Student Government Association on rules and regulations for its effective operation.

206.2 DRAFTING OF LEGISLATION AND PAPERS: The Rules committee may draft legislation, referendum petitions or other papers at the request of SGA members or the members of the general SGA constituency.

206.3 TECHNICAL CORRECTIONS TO LEGISLATION: All resolutions, amendments and other policy proposals introduced shall be first referred to the Rules committee for its consideration, which shall make and report any necessary technical corrections on the same prior to its report to the Vice-President and Cabinet.

206.4 SGA RECOGNIZED CLUBS: Students who wish to become a recognized organization under the Student Government Association shall petition the Rules committee for activation. Procedures are outlined in the Policy Series of the Student Government Association. No club/organization shall be recognized whose governing documents do not conform to the following general standards.

- A. Club/organization documents shall be constitutional with SGA governing documents.
- B. No club may foster a discriminatory attitude with regards to membership.
- C. The primary purpose of a club may not conflict directly with any existing club under SGA.
- D. Free exercise of rights as defined by Hofstra University and SGA documents shall not ever be restricted.

206.5 CLUB/ORGANIZATION DOCUMENTS: Clubs/organizations who vote changes to their governing documents at their regular meetings shall submit said changes to the Rules committee, who must approve them before the changes become effective. Changes to clubs/organizations' documents must be constitutionally sound with governing documents of higher authority.

206.6 CLUB/ORGANIZATION OPERATIONS: All clubs/organizations who hold elections or impeachment proceedings must have said proceedings witnessed and validated by a representative of the Rules committee.

206.7 REACTIVATION HEARINGS: The Rules committee shall have the authority to reactivate any deactivated club subject to the approval of the full Senate.

206.8 ETHICS AND CONDUCT CHAIR: The Rules committee Chair shall appoint an Ethics and Conduct Chair, who shall refer to the Rules committee matters concerning the integrity and ethics of SGA members. The Ethics and Conduct Chair shall maintain a record of absences of all members. The Rules committee shall have the power to investigate members for alleged violations, and may recommend impeachment and removal from office.

- A. *Process of Appeal:* The Rules committee may by majority vote, decide to hear appeals from the decisions of the Ethics and Conduct Chair, on written request of the person aggrieved within twenty four (24) hours of notification of the appealed decision.

206.9 SGA ARCHIVIST: The Rules committee Chair shall appoint a Records and Archives Chair, who shall serve as the SGA Archivist. This Senator shall be responsible for maintaining the documents of the Student Government Association. The Archivist shall create and maintain a public access file of all SGA minutes.

206.10 POLICY SERIES: The Rules committee shall codify and maintain the Policy Series of the Student Government Association.

206.11 SUBCOMMITTEES: The Rules committee Chair shall establish and appoint such subcommittees as he/she may deem necessary.

207. SPIRIT COMMITTEE

208.1 GENERAL DUTIES AND RESPONSIBILITIES: The Spirit Committee shall work with the Athletic Department, and SGA Clubs and Organizations to help promote and increase attendance at all campus wide events.

208.2 ATHLETIC DEPARTMENT DUTIES: The Spirit Committee Chair shall be responsible to maintain contact with the head of marketing and promotions of the Athletic Department on a weekly basis. The Spirit Committee shall be responsible to design and create one event on behalf of SGA in conjunction with the Athletic Department for fall, winter and spring seasons.

208.3 HOMECOMING DUTIES: The Spirit Committee shall be in charge of all matters pertaining to the SGA Float, and shall encourage all clubs and organizations to build floats of their own or to combine with another club to create a float.

A. *Spirit Week Duties*: The Spirit Committee shall be responsible for the organization of a Spirit Week prior to homecoming consisting of, but not limited to, daily themes and co-sponsored programming and events to promote school spirit

208.4 PROMOTIONAL DUTIES: Upon request from an SGA recognized club or organization; the Spirit Committee may act as a promotional aid by creating an executing a promotional plan once a semester for each club and organization.

208. ORDER OF BUSINESS

209.1 SENATE AGENDA: Senators who wish to make additions or changes to the agenda submitted by the Vice-President may do so by making a motion to suspend the rules and place the item in a specific place in the agenda.

209.2 APPROVAL OF SENATE OR CABINET MINUTES: The first question at each meeting of the Senate and Cabinet shall be the approval of its own minutes from the previous sitting, but the consideration thereof may be dispensed with, on a majority vote of those present.

209.3 SENATE APPROVAL OF COMMITTEE MINUTES: Senate approval of the committee minutes shall take place after the approval of the Senate minutes of the last sitting, and the reports of the Executive Board, unless otherwise noted.

209.4 OBJECTIONS TO MINUTES: If at any time a Senator raises a point of order against a meeting of an SGA body by raising the question that the meeting has been held in violation of procedure, the Vice-President shall rule as to whether or not the minutes shall be voided, subject to appeal by a majority of the Senate.

209.5 OVERRULING DECISIONS OF COMMITTEES: Senators may move to overrule specific decision of any legislative committee by making a motion to disapprove the decision. A motion to disapprove is debatable, and the Senate shall have the right to debate and pass alternative decisions, on motion.

209.6 UNFINISHED, NEW, SPECIAL BUSINESS: At each meeting, there shall be allocated time for the consideration of business by the Senate.

- A. *Unfinished Business*: Shall consist of matters previously considered by the Senate, and shall also include special reports of a committee.
- B. *New Business*: Shall consist of matters introduced by members of the Senate and considered immediately, or other business not otherwise considered by the Senate.
- C. *Special Business*: All business not covered under either Unfinished or New Business shall be placed under Special Business. Elections shall be placed under Special Business, unless the election is to fill a vacancy in the Office of President, the election of which is of the highest privilege, and supersedes all other business.

209.7 SPECIAL MEETINGS OF SGA BODIES: Special meetings of the Senate may be called by the President, by the Cabinet, or by the written petition of one-third (1/3) the members of the Senate. Special meetings of the Cabinet may be called by the President, Vice-President, or by one-third (1/3) the Cabinet members. Special meetings of committees may be called by the Chair.

209. LEGISLATIVE PROPOSALS AND RESOLUTIONS

210.1 PRESENTATION OF LEGISLATION: Any Senator may file a proposal or resolution with the Rules Committee, pursuant to Section 206.3 of these By-laws, and henceforth to such legislative committees as the Vice-President and Cabinet may direct.

210.2 NUMBERING AND FILING OF LEGISLATION: All proposals, resolutions and other documents considered shall be assigned a number for legislation to the Rules committee pursuant to Section 206.3 of these By-laws.

210.3 FORM OF LEGISLATION: All legislation filed shall conform to standards of writing and form to be published in the Student Government Association Policy Series.

211. MINUTES

211.1 RECORDING OF MINUTES: The Secretary shall take detailed minutes of each Senate and Cabinet meeting, and shall publish the same to all members of the Senate at a reasonable time before the next meeting of that body. Committee meeting minutes shall be taken by a member designated by the Chair. Approval of minutes shall proceed as detailed under Section 210.2 of these By-laws.

211.2 CONTENT OF MINUTES: The Secretary shall enter upon the minutes each motion considered, the result thereof and any and all votes pertaining thereto.

212. PARLIAMENTARY PROCEDURE

212.1 QUORUM: In all meetings of SGA organized bodies, except for full Senate, a quorum shall be constituted by a majority plus one of the membership. In full Senate, a majority of membership plus one shall constitute quorum. No business shall be entertained unless in the presence of quorum. If any Senator doubts the presence of a quorum, he or she may order the presence of a quorum, in which case the presence of a quorum shall be ascertained by the calling of the roll. If a quorum is demonstrated at any time not to be present, the only motions in order are to recess temporarily, to call for absent members, or to adjourn.

212.2 SENATE DEBATE: The presiding officer reserves the right in all cases to set regulations for debate and voting, but members of the Senate may, through an appeal from the decision of the Chair, make motions concerning debate and voting which shall supersede such regulation.

212.3 MOTIONS: Senators who make a motion are entitled to the floor to speak on their motion and receive the floor by virtue of their making the motion. If the presiding officer declines to recognize a motion, a Senator who did not originally make or second the motion may raise a point of order that the motion be recognized. If one-third (1/3) the members present second said point of order, the presiding officer shall then put the question to the Senate.

- A. *Consideration of Motions*: in the absence of objection, motions proposed and entertained shall stand approved.
- B. *Objections to Motions*: Motions where a contest obviously exists through objection must be put to a vote. The presiding officer may also, at his discretion, put a question to a formal vote even where there is no apparent objection.

212.4 VOTING: The method of voting shall be by voice vote, except in the following cases:

- A. *Secret Ballots*: Any two members may order a secret ballot be taken. The President shall announce the tally of votes at the end of voting. Voting on all matters of election shall be taken by secret ballot, with no exception. The Secretary and the President shall count all ballots.
- B. *Roll-call Votes*: One-third (1/3) the members present may order that an open roll-call vote be taken. The Secretary shall call the roll, and Senators, when their name is called, shall clearly answer “Yes,” “No,” or “Abstain,” as the case may be. The record of names and individual votes along with the tally shall be printed in the minutes.
- C. *Ordering of Roll-call Votes*: The presiding officer may order that a vote be taken by an open roll-call on any question.

212.5 POINTS OF ORDER/POINTS OF INFORMATION: Points of order and points of information which raise a question of procedural violations or of privilege supersede all other business and must be heard.

212.6 SUSPENSION OF THE RULES: To expedite the business of the Senate, the Senate may, by a two-thirds (2/3) vote, temporarily suspend those rules which interfere with the consideration of a matter by the Senate insofar as relates to said matter. The Senate may also proceed as if under suspension of the rules, with no motion to that effect, but upon objection on that ground, a vote shall be taken on suspension of the rules.

212.7 GENERAL PARLIAMENTARY PROCEDURE: In all cases not expressly provided for in these By-laws or other order of the Student Government Association, all meetings of the Student Government Association and its standing committees shall be conducted according to Robert’s Rules of Order, Newly Revised (10th Ed., 2000) where applicable, and further, to common parliamentary practice.

213. ELECTIONS

213.1 ELIGIBILITY: No student who is either graduating immediately following the election or not returning for the fall semester following the election shall be a candidate for election. Any other student eligible to vote in the Student

Government Association elections is eligible to run for a position in the Student Government Association, except as provided for under this Section.

213.2 ELECTIONS COMMISSION: The Student Government Association shall, by the last Senate meeting of November form an Elections commission. The membership of which is to be determined by the Rules committee Chair and President, subject to the ratification by a majority vote in the Senate. No person serving on the Elections commission shall compete for any SGA election in the season that said person shall serve.

- A. *Validation of Elections:* The Elections commission shall uphold the validity and integrity of the election, and shall make sufficient provision for notification and promotion of the election.
- B. *Qualifications of Candidates:* The Elections commission shall ensure that all candidates have met the requirements set forth under Section 213.3 and 213.4 of these By-Laws.
- C. *Election Returns:* All election petitions must be delivered to the Elections Commission by the date specified by the commission. The Commissioner must remain in the Student Government Association office from four o'clock to five o'clock on the evening that the petitions are due.

213.3 REQUIREMENTS FOR THE OFFICE OF PRESIDENT AND VICE PRESIDENT: No person shall be a candidate for the Office of the President or Vice President who has not first met the following criteria:

- A. *Petition Requirements:* The candidate's ticket shall submit a petition to the election commission with the signatures and last four digits of the student identification numbers of no less than ten (10) percent of the Student Government constituency.
- B. *Candidacy Requirements:* Candidates must attend an informational meeting to be put on by the Election Commission. The meeting will outline the proper procedures as to their candidacy. Candidates must be active members of the Student Government Association from the time of the information meeting until the elections. Those whom do not comply will be unable to run for election.
- C. *GPA Requirements for the Office of President and Vice President:* Candidates for the Office of President and Vice President must maintain a 2.5 GPA in order to be elected to the Office of President and Vice President. The GPA status of the candidates shall be verified by the Dean of Students Office.

213.4 REQUIREMENTS FOR THE OFFICE OF COMMITTEE CHAIR AND COMPTROLLER: No person shall be a candidate for the Office of Committee Chair who has not first met the following criteria:

- A. *Requirement for Candidacy:* The candidate shall first be elected Senator-At-Large, as provided under these By-Laws.

- B. *Election:* Election of Committee Chairs and Comptroller shall occur at the annual senate meeting. Election of Committee Chairs and Comptroller shall be determined by the vote of the Senate and shall be constituted by receiving the greatest number of ballots cast.
- C. *GPA Requirement for the Office of Committee Chair and Comptroller:* Any Senator-At-Large who wishes to fulfill the Office of Committee Chair must maintain a 2.25 GPA. Any Senator-At-Large who wishes to fulfill the Office of Comptroller must maintain a 2.50 GPA. The GPA status of any Senator-At-Large who wishes to fill said offices shall be verified by the Dean of Students Office.

213.5 REQUIREMENTS FOR THE OFFICE OF SENATOR: No person shall be a candidate for the Office of Senator who has not first met the following criteria:

- A. *Requirements for Candidacy:* The candidate must be registered as a full-time undergraduate student at Hofstra University.
- B. *Petition Requirements:* Candidates so qualified under Section 212.5A shall submit a petition to the elections authority with the signatures and last four (4) digits of the student identification numbers of no less than fifty (50) members of the Student Government constituency.
- C. *GPA Requirement for the Office of Senator:* Candidates for the Office of Senator must maintain a 2.00 GPA in order to be elected to the Office of Senator.
- D. *IFSC, OCS, Sports Board, and RSA Representatives:* The Inter-Fraternity/Sorority Representative, the Organization of Commuter Student Representative, Sports Board Representative and the Resident Student Association Representative shall serve in the capacity of Senator, but shall be elected as per the club's constitution.

214. REFERENDA

214.1 PETITIONERS: Any member of the Student Government Association constituency may introduce a referendum, which must be referred to the Rules committee no less than one (1) month prior to the scheduled date of elections

214.2 SENATE ACTIONS ON REFERENDA: A majority of the Senate must approve the referendum for it to appear on the ballot.

214.3 ALTERNATE METHOD OF PRESENTING A REFERENDUM: If the student so desires, or if the referendum fails to attain a majority of votes in the Senate, the student may circulate a petition to have the referendum placed upon the ballot. The petition must be legibly signed by ten (10) percent of the SGA constituency, with the last four digits of the student identification number

clearly visible. The signatures shall be validated and the referendum shall be placed on the ballot.

CHAPTER 3: SGA MEMBERSHIP

301. MEMBERS

301.1 VACANCIES: If at any time a vacancy exists in any position on the Student Government Association, the following procedure exists for the prompt filling of said vacancies:

- A. *Vice-President*: In the event of a vacancy in the Office of the Vice-President, the Rules committee Chair shall serve as the Vice-President *pro tempore* until the election of a new Vice-President is effected.
- B. *Simultaneous Vacancy in the Offices of the President and Vice-President*: In the event of simultaneous vacancies in the Offices of the President and Vice-President, the Rules committee Chair shall serve as the President *pro tempore* and the Student Services committee Chair shall serve as the Vice-President *pro tempore* until the election of a new President and Vice-President is effected.
- C. *Secretary*: In the event of a vacancy in the Office of the Secretary, the President shall appoint a new Secretary.
- D. *Comptroller*: In the event of a vacancy in the Office of the Comptroller, the President shall perform the duties thereof until the election of a new Comptroller is effected.
- E. *Committee Chair*: In the event of a vacancy in the Office of a committee Chair, the Vice-President shall preside over the committee until the election of a new Chair can be effected.
- F. *Senator*: In the event of a vacancy in the general membership of the Senate, the Senate may choose to fill the vacancy by the election of an appointed delegate to the Office of Senator.

301.2 DELEGATES: Delegates may serve on a legislative committee of the Student Government Association as provided in this Section:

- A. Interested parties shall submit a petition for membership to the Rules committee. Prior to delegation interested parties must obtain one percent (1%) of the members of the Student Government constituency signatures and last four digits of the student identification numbers from the SGA constituency.
- B. The candidate shall attend the next regular meeting of the SGA Senate, at which time he/she shall be appointed a delegate and assigned to a standing legislative committee by the Vice-President and Cabinet.
- C. The delegate shall be responsible for attending all committee and Senate meetings, but shall only vote in committee.
- D. *Election of delegates to the Senate*: No delegate shall be elected to the Senate without having first attended three (3) regular committee meetings following appointment.
 - a) The Chair of the delegate's committee must nominate the delegate for a vacant Senate seat. Each delegate shall have time

to address the Senate on his or her behalf. Following Senate debate, if any, the President will place before the Senate the question of electing the delegate to a Senate seat. A secret ballot must be taken.

- b) Election of delegates shall be constituted by a majority of Senators casting an affirmative vote.
- c) Then there are more delegates running than available seats in the senate, delegates will be elected by plurality.

301.3 RESIGNATION OF STUDENT GOVERNMENT ASSOCIATION

MEMBERS: Resignation of members of the Student Government Association shall be effected by submitting a letter of resignation to the Vice-President. The resignation of the Vice-President, or of the President and Vice-President simultaneously, shall be effected by submitting a letter of resignation to the Rules committee Chair.

302. CODE OF ETHICS AND CONDUCT

302.1 DISCUSSION: Each member of the Student Government Association must conform to an accepted standard of official conduct which surpasses the standard applicable to members of the constituency in general. Members shall adhere to the guidelines provided under this Section. Complaints filed under this Section shall be addressed to the Ethics and Conduct Chair, or the Rules committee Chair, as appropriate.

302.2 ATTENDANCE REQUIREMENTS: Members are responsible for attending all Senate meetings, as well as any committee to which they may be assigned. Cabinet members are required attend each meeting of the Cabinet.

- A. *Cabinet powers regarding attendance*:-The Cabinet may, by majority vote, require attendance at any SGA function, but may do so no more than five (5) times per semester.

302.3 OFFICE HOUR REQUIREMENTS: All Senators (including the Secretary) are responsible for serving at least one (1) hour per week. An office hour is defined as sixty (60) consecutive minutes where a Senator is available in the SGA office. Office hours are posted and recorded by the Secretary. Cabinet members shall serve two (2) office hours, as defined in this Section.

302.4 EXCUSED ABSENCE POLICY: Members who contact their committee Chair at least twenty four (24) hours in advance of the meeting to be missed will be considered excused. Excused absences carry no penalty.

302.5 ABSENCE POLICY: Members who acquire an unexcused absence shall receive penalties weighted according to the meeting missed (absences expire at the end of the each semester):

- A. *Senate*: -one (1) absence
- B. *Cabinet*: -one (1) absence
- C. *Committee meeting*: -one (1) absence
- D. *Office hour*: -one-half (1/2) absence
- E. *Ticket policy*: -two (2) absences
- F. *Winter/Summer retreats*: -one-half (1/2) absence
- G. *Attendance where required by Cabinet*: -one-half (1/2) absence
- H. *Failure to submit the Agenda of the Senate to the Cabinet (Vice-President)*: -one (1) absence
- I. *Failure to submit a mid-year or monthly report (committee Chairs)*: -one (1) absence.
- J. *Late arrivals (arriving five (5) minutes after the start of a meeting)*: -one-half (1/2) absence.
- K. *Binder Checks (Members having required documents at meetings)*: -one-half (1/2) absence.

302.6 REPORTING OF UNEXCUSED ABSENCES: Committee Chairs must notify the Ethics and Conduct Chair of all unexcused absences within twenty four (24) hours following the meeting, or the Chair who failed to report said absence shall receive one-half (1/2) absence.

302.7 TICKET POLICY: All Senators/officers must serve as a ticket policy representative on at least two (2) occasions per academic year. Ticket policy is defined as overseeing in good faith that the club sponsoring an event receives paid admission from patrons, and reviewing throughout the course of the event that the number of tickets and paid admission are consistent. Ticket policy representatives also assist in the counting of receipts along with the representatives from the Student Activities Office following the event, and oversee the depositing to the money and tickets with the SGA bookkeeper.

302.8 RE-INSTATEMENT OF SENATORS: Any Senator who accumulates two (2) absences in any given semester will be considered to have resigned his/her seat by resignation and will be subject to re-instatement. Re-instatement will proceed as defined in this Section:

- A. The Ethics and Conduct Chair will place a letter in the Senator's mailbox within three (3) days following the meeting when the second absence occurred detailing the exact reason for re-instatement and citing Section 302.8 of the SGA By-laws as authority for re-instatement.
- B. At the next regular Senate meeting, the Ethics and Conduct Chair will, during special business, inform the Senate why the Senator is subject to re-instatement. The accused Senator will have the opportunity to address the Senate, following which he/she must leave the meeting room while Senators debate the re-instatement.

- C. Re-instatement shall be constituted by a two-thirds (2/3) vote of those present and voting.
- D. Senators re-instated must serve twice the amount of office hours per week and serve twice the amount of ticket policy events per academic year.
- E. Senators who are absent from their re-instatement hear forfeit their right to re-instatement. A second hearing may only be scheduled by the President.
- F. Senators may be re-instated only once per academic year. Accumulation of two (2) additional absences will result in the permanent removal of Senator from the Student Government Association.

302.9 RE-INSTATEMENT OF APPOINTED DELEGATES: Any appointed delegate who misses two (2) committee meetings shall be removed from the committee, and may only be re-instated by the Chair of that committee.

- A. *Limits on Re-instatement:* Appointed delegates may be re-instated once per academic year. Accumulation of two (2) additional absences will result in permanent removal of the delegate from SGA.

303. IMPEACHMENT AND REMOVAL

303.1 IMPEACHMENT AND REMOVAL OF STUDENT GOVERNMENT ASSOCIATION MEMBERS: Impeachment proceedings may be begun against any Senator, Executive board member, or appointed official (except as provided in Section 303.3) of the Student Government Association for failure to fulfill their oath of office as administered.

- A. *Impeachment:* Impeachment shall be constituted by the presentation of a resolution in the Senate (notwithstanding the provisions of Section 206.3), signed by at least one-third (1/3) the members of the Senate, specifying charges against the member.
 - a) Notification: The President (or Vice-President, if the member in question is the President) shall serve the accused with a copy of the resolution within forty eight (48) hours of its introduction.
 - b) Consideration of the Resolution: Consideration of the impeachment resolution shall be postponed until the regular meeting of the Senate next following its introduction, provided that at least one (1) Cabinet meeting shall intervene.
 - c) Cabinet Powers in Impeachment: The Cabinet may, at its discretion, refer the resolution to the Rules committee for further review prior to consideration by the Senate. In the event of an unfavorable report of the committee on the resolution, a majority (fifty percent plus one) vote of the Senate to accept the report of the committee shall terminate further consideration of the resolution.

B. *Senate Consideration of the Resolution:* The Rules committee shall meet as soon as practicable to debate and report special rules to govern the proceedings to consider the impeachment. At least two (2) of the sponsors of the impeachment must present verbal arguments on behalf of the resolution at the Senate meeting. The accused member shall also have an equal time to defend him/herself.

a) Procedure in the Event of the Impeachment of the Vice President: In the event of the impeachment of the Vice President, the Parliamentarian of the Student Government Association shall preside over the Senate during the introduction and debate of the resolution.

303.2 REMOVAL OF IMPEACHED MEMBERS: Removal of impeached members shall be constituted by a two-thirds (2/3) vote of the Senate. Removal shall be effective upon the vote of the Senate.

303.3 REMOVAL OF DELEGATES: The Vice-President, with the two-thirds (2/3) consent of the Cabinet, may remove a delegate upon the request of a majority of the Senate.

CHAPTER 4: AMENDMENTS

401. AMENDMENTS

401.1 PRESENTATION OF AMENDMENTS: Amendments to these By-laws shall be referred to the Rules committee, as detailed under Section 206.3 of these By-laws. Amendments shall be introduced at the next meeting of the Senate.

401.2 APPROVAL OF AMENDMENTS: Amendments to these By-laws become effective upon the vote of two-thirds (2/3) the members of the Senate.

The Student Government Association Judicial Panel Constitution

Article I

Section One. This Judicial Panel shall be the highest SGA judicial body at Hofstra University. This Judicial Panel shall be known in all official documents as the “Student Government Association Judicial Panel.”

Section Two. This Judicial Panel shall have original jurisdiction with issues between:

- a) SGA and its consistory
- b) Two or more SGA Clubs
- c) SGA and a SGA Club
- d) A SGA Club and a student of Hofstra University
- e) Student Activities (enforcing an SGA policy) and a SGA Club or a student of Hofstra University

Section Three. This Judicial Panel shall have appellate jurisdiction with issues between:

- a) The Sports Board and a Sports Club
- b) Inter-Fraternity/Sorority Council (IFSC) and Inter-Fraternity Council (IFC), African-Latino Fraternal Sororal Alliance (ALFSA), or the Panhellenic Association
- c) Inter-Fraternity/Sorority Council (IFSC) and any Fraternity or any Sorority

Article II

Section One. This body shall consist of five (5) members known as Justices. One of those members, chosen among the justices, shall be known as the Chief Justice. The term of a Justice shall be from the date they are elected until the next full senate election.

Section Two. The Chief Justice shall be the presiding officer over the Judicial Panel. He/She shall swear all elected SGA officials into office.

Section Three. The Justices shall be elected by the constituencies of the Student Government Association. The election shall be governed by the SGA Election Commission.

Section Four. In the case of a vacancy of the position of Justice, the SGA President shall nominate, and by and with the advice and consent of the Senate, appoint justices. The SGA President shall have power to fill up all vacancies that may happen during the recess of the Senate, by granting commissions which shall expire at the end of their next session.

Section Five. No Hofstra University Judicial Board member shall be a member of the SGA Judicial Panel.

Article III

Section One. The Judicial Panel shall have the power to handle disputes between any of the bodies which are stated in Article I, Section Two and Three. This panel shall have an obligation to uphold all constitutional SGA procedures and policies, but may declare procedures, policies, and other rules by SGA executive and legislative branch unconstitutional.

Section Two. The Hofstra University Judicial Branch on issues of Hofstra University Policy shall ultimately hold authority.

Section Three. The Judicial Panel shall never have jurisdiction over any SGA election disputes. This court is also subject to the same limitation as the Student Government Association.

Section Four. The Judicial Panel shall never hear any case or appeal referring to impeachment, re-instatement, removal of any Student Government Association official, or subject thereof.

Section Five. The court must make all rulings public. The Chief Justice must issue an opinion. If there is an opinion opposed to the Chief Justice's, an opposite opinion must be issued. The opinion with the majority votes shall be known as the Majority Opinion. The opinion which failed to receive the majority votes shall be known as the Dissenting Opinion.

Article IV

Section One. The Justices must call a meeting to order at least one (1) Wednesday a month during the fall and spring semesters, unless another time is designated by a majority of the Justices.

Section Two. The Judicial Panel shall have a set of procedures. These procedures shall be created and amended by a majority of the Justices whenever they deem it to be necessary. These procedures shall be made available to the public. There shall be no *ex post facto* procedure created.

Section Three. The Judicial Panel shall be subject to all generally accepted rules of Common Law unless otherwise stated.

Section Four. When a case arises in the Judicial Panel where either party thinks that one or more justices have a conflict of interest, they may request that that justice recuse him or herself.

Section Five. The Chief Justice shall be the presiding officer over any trial for an impeached member of SGA.

Section Six. No person shall be compelled to be a witness against him or herself; nor shall any person be subject to double jeopardy.

Article V

Section One. This Judicial Constitution shall take effect upon the commencement of the approval of two-thirds (2/3) the members of the Senate, and shall henceforth supersede and render void all previous Judicial Constitutions and amendments thereto.

Section Two. Amendments to this Constitution become effective if approved by two-thirds (2/3) the members of the Senate, or by a two-thirds vote in a referendum, in accordance with laws as the Student Government Association shall provide. Constituent rights include the rights to enact or rescind any legislation, by referendum, as well as to recall any elected official.

Article VI (Adam Doyno Compromise)

Section One. The Judicial Panel shall have full power as outlined in their constitution, but must report to the senate every ruling.

Section Two. If a Judicial Panel ruling is deemed unacceptable by two-thirds (2/3) of the senate, then they may overturn and re-rule on the matter.