

Student Government Association Code

Texas A&M University-San Antonio

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Key Terms Definitions

University – Texas A&M University-San Antonio
Student Body – All students currently enrolled at the University
Senate – The Student Government Association Senate
General Assembly – The regularly scheduled Senate meeting
Class – Any lecture or lab for which the student has duly registered and paid for through the University Business office

Usage, Terms, and Document Structure

Section 1 – Citation of the Student Government Association Code

The Student Government Association Code shall use a specific format of citation at any moment in which text is referenced within a technical document or in oral conversation. The format is outlined as follows:

A. **Long Form**. The exact location of text referenced may be listed and followed by the title of the document it is located within. For example: "Article IV, Section I, Subsection (C) of the constitution" or "Article III, Section I of the constitution."
B. **Short Form**. This style is recommended for use within official documents due to its brevity and conciseness. It should also be used on any Senate Legislation and any orders made by the Executive or Judicial branches. The article within which the text is located, followed by the short title of the code and the annotated reference of the specific section of the text in question will be cited in the following manner:

(1) S.G.A.C. *space*

(2) The document's title number *space*
(3) The article's roman numeral *space*
(4) The section symbol (§) *no space*
(5) The section numbers in digital form *a period*
(6) The subsection letters capitalized *space*
(7) Any further subdivisions or classifications with *no space* separating.

Examples of Short Form (Ignore bolding in examples):
Example 1: Article IV, Section I, Subsection (C) of the constitution.

S.G.A.C. 1 IV §1.C

Example 2: Article V, Section 3, Subsection (A), Subdivisions (b)(i)(1-2) of the constitution.

S.G.A.C. 1 V §3.A (b)(i)(1-2)

Example 3: Article VII, Section 1, Subsections (A)-(G) of the constitution.

S.G.A.C. 1 VII §1.A-G

Example 4: Article IV, Sections 2 and 3 of the constitution.

S.G.A.C. 1 IV §2,3

Example 5: Article V, Section 1 and Article VI, Section 2, Subsections (B)-(D) of the constitution. *(Note the use of a comma).*

S.G.A.C. 1 V §1, S.G.A.C. 1 VI §2.B-D

Title 1 - Student Government Association Constitution
Texas A&M University-San Antonio

Article I – The Student Government Association

Section 1 – Organization Name

This organization shall be known as the Student Government Association of the University, hereinafter known as the University.

Section 2 – Representation of the Student Body

The Student Government Association represents the members of the Student Body and shall exercise its authority through the powers granted in this Constitution.

A. **Purpose**. The purpose of the Student Government Association shall be to provide for the exchange of information, ideas, and opinions on behalf of the Student Body; to review and make recommendations

on matters proposed by students, administrators, faculty, and staff; to promote cooperation and partnership among the students, administrators, faculty, and staff; to promote scholarship and the interests of student life; and to develop positive citizenship and leadership within the University and local community.

B. **Advisory Body**. The Student Government Association shall be considered and referred to as the official advisory body of the students to the University administration, faculty, and staff. In addition, it serves as a voice to the Board of Regents, and the Texas Legislature in all matters affecting the Student Body.

Section 3 – Governing Structure

The governing structure of Student Government Association shall consist of the following three (3) Branches: Executive, Legislative, and Judicial.

Section 4 – separation of powers

No member shall serve concurrently in more than one (1) branch with the exception of the Vice President.

Article II – Governing Documents of Student Government

This Constitution shall form the basis of the structure of the Student Government Association. This Constitution, its Amendments, and its Bylaws, combined with relevant Executive Orders, Senate legislation, Judicial Orders, and the Election Code, as well as any additional pertinent documents integral to the structure, organization, and administration of Student Government, shall be combined into a central document known as The Student Government Association Code. However, when compared to all other Student Government documents, the Constitution shall be the prevailing document. The Student Government Association Code shall codify all the statutes enacted by the Senate, the rules and procedures enacted in the Branch Bylaws, the Constitution, and other rules and procedures enacted under authority of the preceding governing documents of the Student Government Association for common reference by the executive, judicial, and legislative branches, as well as the student body.

A. The Student Government Association Code is public information and authorized for widest public release. No version of this document shall be considered private, nor shall this document be construed as containing sensitive information.
B. All previous constitutions are null and void.

Article III – Membership

Section 1 – Student Membership

All full-time and part-time students enrolled and attending the University are eligible to become officers within the Student Government Association as outlined by the guidelines in this governing document.

A. Anyone who does not meet the minimum qualifications for an office may not run, apply, or occupy the office. If at any time, unless otherwise expressly stated, an individual fails to meet any qualification for any reason, they must resign and vacate their office.
B. Members of Student Government must be registered for at least six (6) semester hours at the time of filing and while holding office.

Section 2 – Freedom from Discrimination

Discrimination against any individual based on race, skin color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status is expressly and explicitly prohibited.

Section 3 – Good Standing

All members of the SGA must maintain good academic and disciplinary standing with the University, as defined by the University's official Student Code of Conduct.

Section 4 – Resignation

Any SGA member may resign from their position by submitting a written resignation to the chair of their respective branch, as specified in the SGA Bylaws

Article IV – Executive Branch

Section 1 – Membership to the Executive Branch

The Executive Branch of the Student Government Association shall be composed of the President, Vice President, and the Presidential Cabinet. All executive administrative duties of the Student Government Association are vested in the Executive Branch officers.

A. A student shall not serve as President for more than two years. A President shall not hold any other executive role on campus (President or Vice President) during their time as President.
B. Elected members of the Executive Branch shall be sworn in and take office during the last meeting of the spring semester. A term of office for all members of the Executive Branch shall commence upon being sworn into office and shall expire after one year upon the swearing in of new officers in the spring semester.

Section 2 – Elections and Interviews

The President and Vice-President shall be elected during General Elections by simple majority and are subject to the provisions of the Election Code.

Section 3 – The President

The Chief Executive Officer of Student Government Association shall be the President of Student Government Association.

The President is vested with the following authority and responsibilities:

A. The President shall faithfully execute and adhere to all provisions of this Constitution and the Executive Bylaws.
B. The President shall be the official spokesperson, representative of the Student Government Association, and ceremonial representative of the Student Body at all meetings, functions, and activities involving the participation of the Student Government Association and affecting the interests of the University.
    a. The President may designate another member of the Executive Branch to attend meetings of Student Government Association in their stead.
    b. Notwithstanding provision (a) above, no member of the executive branch may be assigned or delegated the President's signing, veto, appointment, special session, contractual agreement, executive order, or proclamations of opinion powers, except in the case of the appointment of committee chairs, commissioners, or other executive offices as may be established by statute.
C. To sign and execute all legislation passed by the Senate or to veto such legislation within six (6) academic calendar days after passage of the legislation. Any legislation not signed or vetoed within six (6) academic calendar days after passage shall be considered enacted.
D. To appoint any member of Student Government, including Senators and Justices of the Judicial Court, to student positions on the University and System Committees. Such members appointed shall serve in their committee positions in accordance with the statutes as well as Articles VIII and IX.
E. To execute all enacted legislation of the Senate, and to report the status of all enacted legislation.
F. To hold the power to call special sessions of the Senate.
G. To recommend appointments to fulfill vacancies in the Judicial Branch and on University committees within fifteen (15) academic calendar days after such vacancy or vacancies occur. All vacancies remaining after the fifteen (15) academic calendar day suspense for appointments and nominations shall then be vested upon the Senate.
H. To place into nomination an appointment to a vacancy existing in the office of the Vice President.

I. To place into nomination an appointment to a vacancy existing in the office of Chief Justice.
J. To place into nomination an appointment to a vacancy in the Justices of the Judicial Court.
K. To appoint an Election Commissioner to execute the Election Code and to moderate and oversee the election process.
    a. The Election Commissioner, once appointed, shall not be removed from office unless they are impeached.
    b. The Election Commissioner may only be overruled by ruling of the Judicial Court.
L. The President shall present to the Senate information concerning the state of the Student Government Association no later than the 3rd week of the Spring and Fall semester. M. To call meetings and preside over the Executive Branch and the Cabinet.
N. To establish such rules and procedures for the Executive Branch as may be authorized under, and in accordance with, the statutes through a signed executive order amending the Executive Branch Bylaws. Such rules and procedures shall not expire unless a provision within the rule or procedure provides for its expiration; it is repealed or superseded by a subsequent statute enacted by the Senate or a subsequent rule or procedure adopted by the President and authorized under, and in accordance with, the statutes; or it is ruled unconstitutional or contrary to the statutes by the Judicial Court in a case.
    a. The President may also issue non-binding proclamations of the opinion of the President by signed executive order that shall expire at the conclusion of each corresponding session of the Senate.
O. To enter into agreements with entities outside the Student Government Association subject to ratification by a two-thirds (2/3) vote of the Senate membership present and voting at an announced meeting. Such agreements shall have the same effect and legal status under this constitution as a statute passed by the Senate and signed by the President, but such agreements shall not contradict or alter any provision of this constitution. All agreements shall be codified into the Student Government Association Code until they are repealed by the President or expire.
P. The President shall be responsible for the lack of timely implementation of any statute enacted by the Senate.

Section 4 – The Vice-President The Student Government Association Vice President is vested with the following authority and responsibilities:

A. To serve as President in the absence or incapacity of the President.
B. To assume the duties of the President when so directed by the President.
C. To succeed the President if the office becomes vacant.
D. To serve as a member of the Executive Branch and the administrator of the Presidential Cabinet.
E. To assist the President in such executive matters as the President sees fit to ensure the fulfillment of the executive and administrative functions of the Student Government Association.
F. Coordinate with the Vice President to ensure that University committee responsibilities are faithfully executed.
G. Preside over the incoming Senate until the Vice President is elected or delegating this duty to another student. Whether or not this duty is delegated, the student who presides over the incoming Senate until the Vice President is elected shall not be a Senator during that meeting of the incoming Senate, nor shall the student serve as a character witness or speaker for any candidate for Vice President.

Section 5 – The Cabinet

A "member of the Executive Cabinet" shall be defined as any student appointed by the President and confirmed by the Senate who shall advise and assist the President in performing the President's duties and powers under this constitution or such additional duties and powers of the President as may be established by statute in accordance with this constitution and noted as delegable or assignable by the particular statute.

The President reserves the right to appoint any member of the student body to the Cabinet. The structure of the Cabinet is at the discretion of the President. The structure and composition of the Cabinet shall be included in the Executive Branch Bylaws.

A. The following Cabinet positions are mandatory
    a. Finance
    b. University Communications

Section6– Executive Orders

When appropriate and necessary to run an effective and responsive organization, the President holds the power to issue an Executive Order.

A. All Executive Orders shall be presented to the Senate at the next Senate Meeting following the Executive Order. The President shall not seek approval of an Executive Order, and it is the sole responsibility of the Senate to veto or amend an Executive Order
B. All Executive Orders will be documented and posted as public information.
C. No Executive order may supersede any aspect of this Constitution, nor shall Executive Orders be construed to be codified statutes.

Section 7 – Executive Branch Voting Rights

No executive officer may serve as a voting member of the Senate while holding their office, nor as a member of the judiciary.

Section 8 – Vacancies

A vacancy in the Presidency shall occur in the event of resignation during a term of office or impeachment in accordance with Article XI. The vacancy shall be filled following the line of succession consisting of the:

A. Vice President
B. Senate Pro Tempore
C. Secretary

The new President shall not be officially recognized until they have taken the oath of office.

Article V – Legislative Branch

Section 1 – Membership

The Legislative Branch of the Student Government Association shall be composed of the Senate. All legislative duties of the Student Government Association shall be vested in the Senate. The Senate shall be the official body which shall identify student opinion and formulate student policy.

A. Senators (except Graduate Senators) must be enrolled in the college that they represent at the time of filing and while holding office.
B. Senate Members shall be elected for one (1) academic year.
C. Elected members of the Senate shall be sworn in and take office during the late senate meeting of the current term. A term of office for all membership of the Senate shall commence upon being sworn into office and shall expire upon the swearing in of new membership.
    a. Vacancies to the Senate occurring during a term of office shall be filled by the Vice President through appointment and require an approval of a three-quarter (3/4) vote of the Senators present and voting.
    b. Appointments approved by the Senate must be sworn into office before they can officially function and be recognized as a Senator of the Student Government Association.
    c. If a Senator has been appointed, they shall complete that term of office until the next general election of the Student Government Association after being sworn into office.

Section 2 – Apportionment

Senate membership shall consist of the following representatives elected by popular vote:

A. Each academic college shall have a minimum of four student representatives.
B. For every additional **500 students** enrolled **beyond the initial 1,500**, **one (1)** additional representative shall be granted.
C. 4 or more representatives Shall be elected as At Large Senators
D. To promote collaboration and ensure student voices are unified, each official student governing entities may have non-voting liaison representatives within the Senate
E. To promote collaboration and ensure student voices are unified, each official governing entities may have non-voting liaison representatives within the Senate

Additional apportionment may be included in the Legislative Bylaws. The Senate shall apportion itself annually in the Senate Bylaws. Such apportionment must be in accordance with the provisions of this constitution and be approved by two-thirds (2/3) vote of the members present and voting at an announced meeting.

Section 3 – Senate Responsibilities

The Senate shall be vested with the following authority and responsibilities:

A. The Senate shall perform all duties and responsibilities as outlined in this Constitution and Bylaws.
    a. Enacting all statutes necessary for the general welfare of the student body in accordance with this constitution.
    b. Enacting all statutes which shall be necessary for carrying and executing all duties and powers vested by this constitution in the Executive Branch, the Legislative Branch, the Judicial Branch, or in any other entity of the Student Government Association by any entity outside the Student Government Association, including duties and powers vested in the "student government" of The University under Texas state law.
        i. A "statute" shall be defined as a rule, regulation, procedure, policy, or statement of the official opinion of the student body enacted by the Senate by bill or enacted by the student body through a referendum petition, that shall be binding on all individuals interacting with all branches and entities of the Student Government Association in accordance with this constitution. ii. Codification. All statutes may either be codified into the Student Government Association Code or may be uncodified.
            1. Codified Statutes. Statutes may be codified, but only if the bill or the referendum petition enacting the statute expressly states which portion of the Student Government Association Code is amended, repealed, or created by the statute. Codified statutes shall not expire unless a provision within the statute provides for its expiration, it is repealed, it is superseded by a subsequently codified statute, or it is ruled unconstitutional by a Judicial Court case.
            2. Uncodified Statutes. All other statutes shall automatically expire at the conclusion of each corresponding session of the Senate. Uncodified statutes, however, shall not otherwise expire during the corresponding session of the Senate unless the statute provides for its expiration, it is repealed or superseded by any subsequent statute, or it is ruled unconstitutional by a Judicial Court case. The Senate may, by statute, vest authority in any part of the Legislative Branch, the Executive Branch, or the Judicial Branch, or a combination thereof, for maintaining the Student Government Association Code.

iii. No bill may present both a constitutional amendment and a statute to the student body for a decision.
iv. Senate voting shall be conducted by voice vote. Should the Vice President be unable to determine the outcome of the voice vote, voting shall move to either written or roll call vote. Any measure being voted upon by the Senate must have 2/3 of a quorum in order to pass, unless otherwise provisioned in this document.

c. Enacting non-binding statements of the opinion of the Senate by resolution and a majority vote of the Senate membership present and voting at an announced meeting. All non-binding statements of the opinion of the Senate shall expire at the conclusion of each corresponding session of the Senate.
    i. The Senate may also exercise its power of ratification, confirmation of appointments, impeachment, or any other action authorized under the Senate Bylaws by resolution, which shall be binding and shall not expire except when the agreement ratified expires, the term of the office confirmed expires, or the action taken by the Senate provides for its own expiration.
    ii. No resolution may exercise more than one power of the Senate, except that any resolution may exercise a single power of the Senate and enact a non-binding statement of the opinion of the Senate.
d. Appropriating such funds and approving such student fees as may be placed at its discretion for such purposes as it may deem of service to the student body.
e. Establishing such rules and procedures in the Senate Bylaws as are necessary to organize the Senate, to organize and govern its proceedings, to discipline its members, and to provide for any other rule or procedure expressly called for by this constitution by bill and a two-thirds (2/3) vote of the Senate membership present and voting at an announced meeting. Such rules and procedures shall not expire unless a provision within the rule or procedure provides for its expiration; it is repealed or superseded by a subsequent rule or procedure adopted by the Senate; or it is ruled unconstitutional by the Judicial Court in a case.
    i. All other rules and procedures relating to the Senate or the Legislative branch may only be enacted by statute.

B. All meetings of the Senate are open to every member of the Student Body. Notice of all meetings and minutes of each week's previous minutes will be posted on the Student Government Association's organization portal.
C. General meetings of the Senate shall be called by the Vice President. The Vice President shall serve as presiding officer of the Senate.
D. Special sessions of the Senate may be called by a written request of a one-third (1/3) of the Senate members; the Student Government Association President or Vice President; or the Student Government Association Advisor. There must be a twenty-four (24) hours' notice to conduct official business, and a majority of the Senate must be present.
E. No official business shall be conducted at any meeting when a quorum of Senate members is not met. A quorum shall consist of one (1) more than one-half (1/2) of the total number of the Senators.
    a. If quorum is not met, a meeting may be called to order and roll called. However, the meeting must be recessed or adjourned.
    b. Senate meetings that meet quorum when called to order, but lose quorum during the meeting, are considered valid meetings until quorum is no longer met. The meeting must then be recessed or adjourned.
F. Senators shall have one (1) vote and only one (1) vote on any measure under consideration by the Senate. No individual that is not a Senator shall have a vote on any measure considered by the Senate.
G. Review and/or amend the proposed budget of the Student Government Association in accordance with the provisions of Article XII.

H. Call a general referendum of the Student Body to render a decision regarding proposed legislation.

I. Maintain the right to override a Presidential veto, as deemed necessary, by a three-fourths (3/4) vote of the Senators present and voting.
    a. Any vetoed bill shall be automatically placed on the next Senate general assembly meeting's agenda and classified as old or unfinished business. The President shall be granted at least five (5) minutes to explain the reasoning for their veto of any statute or constitutional amendment immediately preceding the Senate's consideration whether to override the President's veto.

J. Maintain the right to approve or reject nominees appointed by the Student Government Association President.

K. Nominate individuals to vacancies existing in the Judicial Branch and University Committees and Commissions. Should the President fail to meet the Presidential appointment deadline, all nominations must be announced in writing to members of the Senate within four (4) academic calendar days for consideration and review before it can be presented to the Senate.

L. Filling vacancies in the Senate membership in accordance with the Senate Bylaws.
    a. The Senate may alternatively, by statute, vest the filling of vacancies in Senate membership with the student body by special election of the vacant Senate seat's constituency.
    b. Upon their election and certification by the Chief Justice, senators filling vacancies must be sworn in immediately following opening roll call of the next general session meeting and given full status as a Senator, granting them all rights and privileges therein. M. Refer legislation to an ad-hoc committee if necessary.

N. Initiate and conduct research necessary to provide for an effective and well-informed Senate; this research may include information on any aspect of the University community or state law.

O. Consider and initiate amendments to the Student Government Association Constitution and Bylaws and approve amendments to the Student Government Association Constitution and Bylaws in accordance with Articles XI and XIV.

P. Faithfully maintain the right to impeach any Student Government Association Member in accordance with Article X.

Q. Unless otherwise provisioned in this document, Senate officer positions shall be dictated in the Legislative Bylaws.

Section 4 – Senatorial Duties

Senators are vested with the following authority and responsibilities:

A. Execute all authorities, duties, and responsibilities as outlined in the Student Government Association Constitution and Bylaws.

B. Sponsor all legislation and take appropriate action, as deemed necessary, for executing the authority vested in the Senate. Legislation must be sponsored by a Senator and must be approved by a majority of the Senators present and voting.

C. Must serve as a member of at least one (1) of the Senate Standing Committees. Membership of the Senate Standing Committees is coordinated by the Senate Pro Tempore.

D. Must meet at least once (1) during each regular semester with constituents at a previously published time and place at least seven (7) days in advance. This shall provide an opportunity for student input and opinion regarding any aspects of the University community.

E. As advocates for their constituency, Senators are authorized to meet with University faculty and staff as a regular part of their duties.

F. Meet with designated university administrators, including but not limited to the Dean of Students and the Vice President for Student Affairs, to discuss matters of mutual interest, share information, and collaborate on initiatives.

G.

H. Set forum dates before the beginning of each semester and present the proposed dates at the first meeting before the start of the semester.

Section 5 – The Vice-President

The Vice President shall be the presiding officer of the Senate. The Vice President shall be elected through the general election. If the Vice President is unable to fulfill the duties of office, or upon their removal or resignation from office, the Senate Pro-Tempore shall fulfill those duties until a new Vice President can be elected from the Senate membership present and voting at an announced meeting. In the absence of the Senate Pro-Tempore, such duties shall fall to the Secretary until such a time as a new Vice President shall be elected by a majority vote of the Senate present and voting at an announced meeting.

A. To serve as President in the absence or incapacity of the President.

B. To assume the duties of the President when so directed by the President.

C. To succeed the President if the office becomes vacant.

D. To call regular Senate meetings, prepare an agenda, and preside over the Senate.

E. To call emergency Senate meetings.

F. To represent the Senate as the ceremonial head of the Senate in all interactions between the Executive Branch, the Judicial Branch, the University, and the student body.

To direct and guide the work of the Student Government Association by studying University general policies and procedures concerning students and making recommendations.

A.

Section 6 –Senate Pro Tempore

The Senate Pro Tempore is the presiding officer over the Senate committees. The Senate Pro Tempore shall be nominated and elected by a majority vote of the Senate present and voting at an announced meeting prior to the end of the spring semester.

The Senate Pro Tempore is vested with the following power and authorities: A.

To chair the Senate in the absence of the Vice President.

B. To be a de facto member of all Senate committees.
C. To assist committee Chairs with the duties and responsibilities of the respective committees.
D. To maintain operational awareness of the individual work of each committee.
E. To compile the work of the Senate Committees to establish the Senate Agenda.
F. To publish the Senate Agenda in preparation for all regular Senate meetings.

G. oversee the Senate meeting upon the absence of the VP, Shall become interim VP if the office of the VP is vacated or absent,

H. Shall assist the VP in potential senate nominees and recruitments

Section 7 – Vacancies in the Legislative Branch

Vacancies to the Legislative Branch and Senate will occur in the following circumstances:

A. Resignation during a term of office.
B. Impeachment of a Senate Member by the Senate in accordance with Article XI.

Article VI – Judicial Branch

Section 1 – Powers of the Court All judicial powers shall be vested in the Judicial Court of the Student Government Association of the University.

A. The powers of the Judicial Court shall extend to any case between any student and any member of the Student Government Association regarding:
    a. This Constitution.
    b. Any statute, rule, resolution, order, decision, procedure or any other Legislative or Executive action enacted pursuant to this Constitution.

Section 2 – Membership The Judicial Court shall consist of two (2) Justices and one (1) Chief Justice.

A. The Justices of the Judicial Court shall be appointed to serve 1 year terms for as many terms of the Judicial Court as they wish to remain in office so long as:
    a. Justices continue to meet all grade and eligibility requirements for the office. b. They do not resign.
    c. They do not enter as a candidate for a position in the Student Government Association subject to the Election Code.
    d. They are not impeached.
B. Justices shall be appointed by the Student Government Association President and confirmed by a twothirds (2/3) vote of the Senate membership present and voting at an announced meeting.
    a. Should a seat on the Judicial Court be vacated, the President shall appoint a new Justice to fill the seat subject to confirmation by a two-thirds (2/3) vote of the Senate membership present and voting at an announced meeting.
C. The President shall appoint the Chief Justice for their corresponding term of the Judicial Court from among the Justices of the Judicial Court for that session subject to confirmation by a two-thirds (2/3) vote of the Senate membership present and voting at an announced meeting.
    a. In the event the Chief Justice vacates the office of Chief Justice, but not the office of Justice of the Judicial Court, the President shall appoint a new Chief Justice pursuant to subsection (C) to serve the remainder of the session.

Section 3 – The Chief Justice

The Chief Justice is the head of the Judicial Branch. The Chief Justice is the ceremonial head of the Judicial Branch in all interactions between the Executive Branch, the Legislative Branch, the University, and the Student Body.

The Chief Justice is vested with the following authority and responsibilities:

A. The Chief Justice shall consider all cases to ensure they are worthy of review by the Judicial Branch.
B. The Chief Justice may appoint other such officers and members of the Judicial Branch as may be established by the Senate by statute unless the Senate, by statute, vests their appointment in the President or the Justices of the Judicial Court.

C. Maintain transition documents for Chief Justice.

Section 4 – The Judicial Court

The term of each Judicial Court shall correspond to the incoming session of the Senate. The Judicial Court shall only be in session during the fall, spring, and summer academic semesters, and the Judicial Court shall not hear cases or conduct any other official business on University holidays.

A quorum of the Justices of the Judicial Court shall be necessary to hear any case, but a lesser amount may discipline those Justices of the Judicial Court who are not in attendance. Such discipline shall be in accordance with the statutes, or any Judicial Branch bylaw authorized under, and in accordance with, the statutes.

Section 5 – Duties of the Judicial Court

The duties and powers of the Judicial Court shall include:

I. Ruling on any case by a majority vote of the Justices of the Judicial Court hearing the case. All rulings shall be accompanied by, at minimum, a majority opinion stating the ruling, the judgment imposed, and the reasoning of the majority. Rulings may also be accompanied by the reasoning of any plurality, concurring, or dissenting opinions in whole or in part. All opinions shall also, at minimum, clearly designate the names and signatures of the Justices of the Judicial Court joining the opinion, the name(s) of the parties, and the date and time of the decision.

II. Establishing such rules and procedures for the Judicial Branch as may be authorized under, and in accordance with, the statutes through a two-thirds (2/3) vote of the Justices of the Judicial Court signing a judicial order amending the Judicial Branch Bylaws. Such rules and procedures shall not expire unless a provision within the rule or procedure provides for its expiration; it is repealed or superseded by a subsequent statute enacted by the Senate or a subsequent rule or procedure adopted by the Judicial Court authorized under, and in accordance with, the statutes; or it is ruled unconstitutional or contrary to the statutes by the Judicial Court in a case.
    a. Notwithstanding subsection (B) above, the Judicial Court shall retain the sole power to establish rules and procedures in the Judicial Branch Bylaws governing the following specifically enumerated topics:
        i. The Judicial Court's closed internal deliberations after hearings are concluded; and,
        ii. The Judicial Court's internal officer positions occupied by the Justices of the Judicial Court.
    b. Bylaws enacted or established after a case is pending before the Judicial Court may apply to that particular case, its hearings, or its re-hearings.

III. The Judicial Court may issue written Judicial Orders with the signature of a simple majority of Justices.

IV. Administering the oath of office, through its Chief Justice or designated Justice of the Judicial Court by the Chief Justice, at the swearing in of all members of the Student Government Association that require Senate confirmation, the President, Senators, the Justices of the Judicial Court, and any other member of the Student Government Association the Senate may, by statute, require the oath of office to be administered to. Should no Justice of the Judicial Court be available to administer the oath of office, the President may administer the oath of office, then the Vice President, then any Senator appointed for such purposes by the Senate, and then the Student Government Association Advisors.
    a. The oath of office shall be as follows: "I (state your name) do solemnly swear (or affirm) to faithfully execute to the best of my ability the duties of the office of (state your office) for the Texas A&M University Student Government Association; to uphold the honor of the same; at all times to protect the welfare of the student body; and to promote good relations between the students and those concerned with the University."

b. No individual enumerated in this subsection may exercise any power under this constitution, any statute enacted by the Senate, or any rule or procedure enacted pursuant to this constitution or any statute, except after taking the oath of office under this subsection.

V. Declaring by binding judicial order that: any statute, rule, or procedure enacted pursuant to this constitution, or any rule or procedure enacted pursuant to any statute, action, or inaction authorized by the same; is repugnant to this constitution, should such issue arise in a case. However, such declaration shall include in writing the express provision of this constitution which shall be in conflict.
   a. The preamble of this constitution, or any other item of legislation shall not be considered in determining whether any of the preceding are repugnant to this constitution.
   b. The Judicial Court shall in all cases rule: any statute, rule, or procedure enacted pursuant to this constitution, or any rule or procedure enacted pursuant to any statute, action, or inaction authorized by the same as constitutional if any provision of this constitution authorizes it and no provision of this constitution prohibits it.

VI. Nothing in this Article shall be construed, however, as vesting in the Judicial Court the power to compel the President, the Senate, any other entity of the Student Government Association, or the student body to exercise any unqualified discretionary power expressly listed under this constitution, including, but not limited to:
   a. Compelling the Senate to enact any statute, rule or procedure, or constitutional amendment unless this constitution expressly requires the Senate to do so.
   b. To impeach, remove, or otherwise discipline any individual of any branch of government except for provisions contained in this Article.
   c. To ratify any agreement entered into by the President; or to confirm any nominee.

VII. In the event of a vacancy in the office of President, the Chief Justice shall be responsible for notifying the officer next in the line of succession.

VIII. The Judicial Court shall not have the ability to order money damages or monetary fines unless authorized by statute and only in accordance with the statutes.

Article VII – Faculty and Staff Advisors

Section 1 – Powers and Responsibilities

The Advisor has the following duties and responsibilities:

A. Advisors shall be non-voting members of the Student Government Association, aid, and advise officers and legislative bodies of the Student Government Association.
B. Advisors shall aid in providing beneficial relations between administrators and students.
C. Advisors shall maintain records required by the federal and state government, the Texas A&M Board of Regents, and administration.
D. Advisors shall maintain the most recent version of the Student Government Association Constitution and associated Bylaws.
E. Advisors shall maintain a record of all Legislation passed by the Senate and approved by the Student Government Association President.
F. Advisors may only override the Student Government Association, its actions, and/or its members in the event of:
   a. Violations of University Policy.
   b. Violations of local, state, and/or federal laws.
   c. Instances of severe liability exposure to the organization and University.
G. Advisors shall verify expenditures of the Student Government Association and manage its account.
H. Advisors shall meet monthly, at a minimum, with Student Government Association Officers.
I. Advisors shall verify the grade point average of recognized Student Government Association positions during election periods and each Fall semester.

J. Advisors shall support continuity of the organization by attending Senate meetings and making themselves available for advice and consultation.
K. Advisors shall inform the President and/or the Senate when the Student Government Association may be taking any actions that could violate applicable laws and/or policies.

L. Advisors shall inform the SGA Leadership team on upcoming internal changes happening within the university, as well as relevant external policies affecting the Texas A&M University-San Antonio Student Population.

M. Advisors may override the constitution in cases where it's deemed impractical, hinders the democratic process, breaks federal or state laws and regulations, or is deemed to not be a living document for the current state of the student body.

Article VIII – Attendance

Section 1 – Schedule Conflicts

Because the primary purpose of the University is to serve as an institution of learning, no member of the Student Government Association shall face adverse action resulting from attendance infractions if there exists a conflict between a scheduled class and a meeting of the Student Government Association meeting.

A. Class shall be defined as a lecture, lab, or seminar for which a member of the student body has duly registered with the University
B. Policy and procedure for resolution of conflicts with class and meetings of the Student Government Association shall be explicitly addressed in the individual branch bylaws.

C. Any Branch may elect by 2/3 vote to permit voting by proxy, in the event that the member's absence is excused and the voting by proxy clause was discussed at least two days before any scheduled meeting

Section 2 – Attendance Per Bylaws

All attendance requirements shall be dictated per the relevant branch bylaws.

Article IX – Code of Conduct

Section 1 – Disciplinary Probation

No member of the Student Government Association shall hold office while on disciplinary probation.

Section 2 – University Standing

All members of the Student Government Association must be in good standing with the University as defined in the student handbook and uphold the policies and procedures of the student handbook.

Section 3 – Faithful Charge

All members of the Student Government Association must diligently execute the duties of their office.

Section 4 – Professional Conduct

All members of Student Government must be in good standing with the University as defined in the Student Handbook. Members of the Student Government Association shall conduct themselves professionally and with all due decorum for the benefit of their office.

Section 5 – Integrity

All members of the Student Government Association must operate in good faith.

Article X – Impeachments

Section 1 – Cause for Impeachment

Violations of the Student Government Code may constitute Cause for Impeachment. No other cause may be considered.

A. Cause for Impeachment may be determined by simple majority vote of the Senate.

B. Cause for Impeachment may be determined by twenty percent (20%) of the Student Body in a signed petition.
C. Cause for Impeachment may be determined by fifteen percent (15%) of an officer's constituency.

Section 2 – Judicial Branch Impeachment Duties

The Judicial Branch is responsible for providing a Justice to Chair and moderate the Senate Impeachment hearing. The Justice shall be responsible for ensuring that the Impeachment hearing is conducted in accordance with the Student Government Code. If the Judicial Branch is unable to provide a Justice, the Vice President may designate a member of the Senate to chair the Impeachment hearing.

Section 3 – Senate Impeachment Duties

The Senate is the sole body through which an individual may be removed from office. All instances whereby an individual may be involuntarily removed from office shall be considered an Impeachment.
Upon presentation of Cause for Impeachment, the Senate shall vote to move forward with an Impeachment hearing by two thirds (2/3) vote unless otherwise explicitly provisioned in this Constitution.
Upon the conclusion of the Impeachment hearing, the Senate shall vote on removal of the individual from office. Removal from office shall require a three-fourths (3/4) majority vote of the total number of Senators.

A. Impeachments may be appealed to the Judicial Branch in accordance with the policies and procedures of the Judicial Bylaws. An impeachment appeal to the Judicial Branch may only be heard if the impeachment was conducted in violation of the Constitution, its Amendments, and its Bylaws. Appeals heard by the Judicial Branch shall be heard by all sitting Justices if the Chief Justice determines that there is cause to move the appeal forward. All rulings of the Judicial Branch regarding impeachment are final.
B. The Judicial Branch reserves the right to decline to hear an impeachment appeal.

Specific impeachment proceedings shall be explicitly outlined in the Bylaws.

Section 4 – Rights of the Accused

Any member of the Student Government Association who is subject to impeachment has the right to an impeachment hearing.

A. The member may elect to not proceed with an impeachment hearing if they so choose.
B. The member has the right to not self-incriminate.
C. The member has the right to a speedy, fair, and public hearing.
D. The member has the right to have an individual represent them in defense; however, no branch of Student Government shall be constrained to provide a representative for defense. E. The member has the right to produce evidence to be used in their defense.

Article XI – Bylaws

Section 1 – Policy

Each Branch shall be required to have individual Bylaws for their perspective branch. At any time, if there exists a conflict between the Bylaws and this Constitution, this Constitution shall be considered the prevailing document. The purpose of the Bylaws is to provide structure and guidance to the individual branches. At a minimum, these Bylaws must establish:

A. The Attendance Policy.
B. The number of regular meetings required per semester.
C. Internal disciplinary measures.
D. Grade point average requirements for office unless otherwise specified in this Constitution.
E. The internal structure of the branch.
F. Any other provision either explicitly or not explicitly outlined in this Constitution.

The President shall forward to the Senate Pro Tempore all changes made to the Executive Branch Bylaws within fourteen (14) days of their amendment.

The Chief Justice shall forward to the Senate Pro Tempore all changes made to the Judicial Branch Bylaws within fourteen (14) days of their amendment.

The chair, director, commissioner, or chief student leader of any Student Government Association Committee shall forward to the Senate Pro Tempore all changes made to that particular committee's bylaws within fourteen (14) days of their amendment. The Vice President, as necessary or appropriate, may designate an alternative committee or committee chair to receive the Bylaws.

Article XII – Finances

Section 1 – Control

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization. All funds must be deposited within 24 hours after collection. The advisor to this organization must approve and sign each expenditure before payment.

Section 2 – Donations and Allocations

All monies or property donated or allocated to the Student Government Association as a single entity shall be under the exclusive control of the Senate and its power of appropriation and regulation by statute.

A. The Senate, however, shall not have power to appropriate or confiscate those monies or property donated to individual entities of the Student Government Association, but the Senate shall have power to regulate their use by the particular entity by statute. Additionally, should any individual entity of the Student Government Association cease to exist, its monies and properties shall be placed under the exclusive control of the Senate and its power of appropriation and regulation by statute.

Section 3 – Budgetary Process

The Student Government Association Budgetary Process:

A. The President, or a member of the Executive Cabinet assigned for this purpose by the President, reserves the right to formulate an initial Student Government Association budget in accordance with the statutes.
B. The budget shall then be considered, amended, and approved by the Senate through its power of appropriation and regulation by statute in a bill.
C. The President's veto power shall extend to any line item or set of line items in any budget bill at his discretion in accordance with this constitution. The Senate may vote on each individual line item when considering whether to override the President's veto. Such line items as may not be vetoed by the President shall pass into effect in accordance with this constitution.
D. The Student Government Association fiscal year shall be in accordance with the fiscal year for the University. If a budget is not approved by either by the conclusion of the fifth General Senate Meeting during the fall academic semester, the budget for the previous year shall be automatically adopted. If the amount distributed that year is less than the previously adopted budget, then the amount shall be distributed proportionally based on the previous year's budget.

Article XIII – The Student Body Bill of Rights

Section 1 – Right of Referendum and Recall

I. The student body shall have the power to enact statutes independent of the Senate in the form of a petition containing the signatures of at least fifteen (15) percent of the student body population of affected students. Such statutes, if approved by a majority vote of the student body voting in an announced student body wide election, shall be binding as if passed by the Senate and signed by the President.

a. Such statutes shall not expire or be altered, if codified into the Student Government Association Code, unless they provide for their own expiration, unless they are repealed or amended by a later codified statute enacted by the Senate at least one (1) calendar year after the referendum enacting the statute, or unless they are repealed or amended by any later referendum.
b. Any statute approved in a referendum, but not codified into the Student Government Association Code, shall automatically expire at the conclusion of the corresponding session of the Senate, but may not be altered by any statute enacted by the Senate during the corresponding session of the Senate.

II. The student body, by three-fourths (3/4) majority of students voting, shall have the power to call for a Constitutional referendum to amend, in part, or in whole, this Constitution.

III. The student body shall have the power to call for a recall vote on any Senator in the form of a recall petition containing the signatures of at least ten percent (10%) of affected students or one hundred and fifty (150) students in the particular Senator's constituency, whichever is larger.
a. Only one Senator may be the subject of any one (1) recall petition, and a Senator may be the subject of a completed recall petition only once per session of the Senate.
b. The Senator shall be removed from office if two-thirds (2/3) of their constituency voting in an announced constituency wide student body election vote for his removal.
c. Any Senator removed from office by recall may not be appointed to any Senator vacancy in the corresponding session of the Senate.

IV. All referendum petitions shall include the exact items to be enacted in Senate bill format, and all recall petitions shall clearly note the individual subject to the recall. All information contained within a petition shall be made available for review by any student who is requested to sign the petition.

V. All petitions must be turned in within fourteen (14) days of their issuance to the Chief Justice of the Judicial Court. The Chief Justice shall certify the signatures on the petition no later than fourteen (14) days after receipt of the petition, whereupon it shall be deemed complete by the Chief Justice if the required number of signatures are verified as accurate.

VI. A student body wide vote on any completed referendum petition shall be held during the next general student body election as provided for by statute, so long as the referendum petition is deemed complete by the Chief Justice within seven (7) days prior to the particular election.
a. The petitioner may request for the vote on any completed referendum petition to be held earlier than the next general student body election should the referendum petition fail to meet this timing requirement, or the issue necessitates a quicker vote at the petitioner's discretion. This request shall be filed to the Vice President at least one (1) day before a regularly scheduled general assembly meeting or special session of the Senate and must be confirmed by a majority vote of the Senate membership present and voting at the Senate general assembly meeting or special session immediately following the request by the petitioner. Should the request be confirmed, the vote on the referendum petition shall be taken no later than twenty-eight (28) days after confirmation, but no earlier than seven (7) days after confirmation.

VII. A vote of the particular Senator's constituency on any completed recall petition shall be held, in all cases, no later than twenty-eight (28) days after it is deemed complete, but no earlier than seven (7) days after it is deemed complete.

VIII. This Section shall not be construed as to deprive the Senate from providing further regulations by statute for the initiation, distribution, format, qualification of an effective signature, and certification of signatures for any petition as well as the operations of the student body vote for any petition.

Section 2 – Right to be Free from Discrimination

The Student Government Association shall not discriminate against, not give preferential treatment to, any person based on racial origin, skin color, national or ethnic origin, religion, sex, gender, disability, age, sexual orientation, gender identity or veteran status.

Section 3 – Right to Vote

The right to vote, to participate in petitions, referendums, or recalls shall extend to any student, and shall not be infringed on any other basis.

Section 4 – Right of Due Process

The liberty, rights, and privileges of any student shall not be deprived except by due process of law.

Section 5 – Right to be Free from Excessive Punishments

Excessive punishments or fines shall not be imposed under the statutes, under the rules or procedures, or by the Judicial Court; nor shall any student be put in jeopardy of adjudication of their rights in a case before the Judicial Court twice for the same offence; nor shall any student be compelled to be a witness against themself in a case before the Judicial Court.

Section 6 – Right to a Speedy and Public Trial

In all cases before the Judicial Court, all students shall enjoy the right to a speedy and public trial on the University campus in an announced proceeding with at least seventy-two (72) hours' notice; the right to cross examine witnesses brought against them; the right to be informed of the nature and cause of any accusation; the right to assistance of counsel of their choosing, whether a licensed attorney in the State of Texas or not; and the right to compulsory process for obtaining witnesses in their favor insofar as such process can reasonably be provided for by the power of the Student Government Association.

A. The Judicial Court may issue a writ of injunction in accordance with the statutes for a period not to exceed thirty (30) days through a hearing with at least twenty-four (24) hour notice to the party against whom the writ is to be issued.

Section 7 – Limitations

The provisions of this Article, other than those addressing petitions, shall not be construed by the Judicial Court to limit the Senate's power to move into executive session, power of impeachment, power to remove officers of the Senate, power to discipline Senators or other members of the Legislative Branch; the President's power to remove members of the Executive Cabinet; or the student body's power to recall any Senator.

Section 8-Petition

The right to petition the SGA to address specific issues or concerns.

Article XIV – Amendments

Section 1 - Procedures

Proposed amendments of this constitution, except as otherwise provided for in this document, must originate in the Senate and must pass the Senate by a two-thirds (2/3) vote of the Senate membership present and voting at an announced meeting after being read at least two times at separate announced meetings and subsequently be signed by the President. If the President vetoes the amendment, then the Senate can override the veto with a three-fourths (3/4) vote of the Senate membership present and voting at an announced meeting.

A. The Amendment shall then proceed to a Student Body referendum where it may become ratified by three-fourths vote of the student body, whereupon it shall be added to this Constitution.

B. Any proposed amendment must be accompanied by a written explanation of its purpose and impact.

Article XVI: Ratification of Treaties and Agreements.
All treaties or agreements entered into by the SGA with external organizations must be ratified by a two-thirds vote of the Senate.



Student Government Association Bylaws Texas A&M University-San Antonio

Title 2 - Student Government Association Executive Bylaws
Texas A&M University-San Antonio

Texas A&M University-San Antonio Student Government Association

Executive By-Laws, Chapter 002 of the S.G.A.C

Amended April 29th 2022

ARTICLE I. MEMBERSHIP

SECTION I. President

(a) The President is elected by the Student Body as a whole during spring elections.

(b) The President is the figurehead of Student Government as a whole and appoints his or her Cabinet Positions.

(c) The President must be sworn in by the Chief Justice of the Judicial Court before taking office.

SECTION II. Cabinet Positions

(a) The number and titles of the Cabinet Positions are up to the discretion of each individual President.

(b) There must be at least two Cabinet Positions, the Vice President, and a Cabinet Position in charge of Finance.

(c) The President shall appoint the Vice President to oversee the other Cabinet Positions.

(d) The President shall delegate a Cabinet Position the responsibility of University committees to facilitate the University Committee appointment process and other responsibilities regarding the University Committee's as deemed necessary by the President.

(e) All Cabinet Positions must be appointed by the President and confirmed by a two thirds (2/3) vote of the Student Senate.

(f) The Chief Justice of the Judicial Court must swear in all Cabinet Positions prior to taking office.

(g) Cabinet Positions assist in appointing Chairs in their respective sub branches of the Executive Branch.

SECTION III. Chairs

(a) Commission chairs will be chosen by the Student Body President and the appropriate Cabinet Positions.

(b) Chairs of individual commissions are responsible for executing the duties of those commissions and may appoint sub-chairs to assist them in these duties.

(c) Commission Chairs are also responsible for selecting general commission members.

SECTION IV. Executive Branch Meetings

(a) The Student Body President shall hold meetings for the purpose of coordinating and controlling the activities of Student Government.

(b) The Student Body President may call Executive Branch meetings for the purpose of administration of the Executive Branch. The Cabinet Positions of the Executive Branch shall attend these meetings, as well as any other persons deemed necessary by the Student Body President.

SECTION V. Commissions

(a) A Commission is defined as an executive organization in which the primary mission is to perform services that are of direct immediate benefit to the student body and to the community of Texas A&M University-San Antonio.

(b) Commissions should meet at least one of the following four qualifiers:

(1) Develop service and leadership potential
(2) Serve student interests
(3) Promote Jaguar Spirit, Tradition, and Core Values
(4) Provide Service to the Campus and Community (d)

The Commissions are as follows:

(1) Election

(e) Commissions may be added or deleted by the President with a two-thirds (2/3) approval by the Student Senate. All Commission heads must be sworn in by the Chief Justice of the Judicial Court.

ARTICLE II. POLICIES SECTION

VI. Academic Policy

(a) The President must post before filing and maintain an overall 2.5 cumulative grade point ratio for undergraduate students and a 3.00 cumulative grade point ratio for graduate students while in office. All Cabinet Positions, Chairs, Executive Advisors, and Executive Council members shall post a 2.25 cumulative grade point ratio for undergraduate students and a 3.00 cumulative grade point ratio for graduate students at the time of their election, selection, or appointment and maintain a 2.00 term grade point ratio for undergraduate students and a 3.00 term grade point ratio for graduate students for every semester (spring, summer, and fall) while in office. All Executive Branch Commission members shall post and maintain at least a 2.00 cumulative grade point ratio for undergraduate students and at least a 3.00 grade point ratio for graduate students throughout their time of service.

SECTION VII. Commission Requirements

(a) Commissions are required to be evaluated based upon the four qualifiers listed in Article I, Section VII, Subsection (b) a minimum of once every two years. The commissions being evaluated will be notified on or before September 1st of the Academic Year during which they will undergo the commission evaluation process. The commission evaluation may occur at any time during the year; however, it must occur before that commission's officer transition period.

(b) The panel who will conduct the evaluation shall be the Student Body President, Vice President, Chief Justice of the Judicial Court, SGA Primary Advisor, and the Senate Finance Chair. The Student Body President shall appoint a mediator. At least 3 of the 5 panelists must be present to conduct the evaluation.

(c) The Commission Evaluation will be conducted in the following format:

(1) Commission presentation of materials
(2) Question and Answer
(3) Commission Comment Time

(4) Discussion conducted with the panel (without commission present)

(5) Status decided upon by the Panel

(6) Written evaluation/review of commission completed by each panel member and submitted to mediator

(7) Compilation of evaluation by mediator.

(8) Follow up meeting scheduled and conducted with commission and mediator in order to review Commission Evaluation Results

(d) Following the Commission Evaluation, the commission will be placed under one of the following statuses:

(1) Approved

Commissions will be placed under this status by:

a. Completing commission evaluation in its entirety with all required materials and information and

b. Being found to meet requirements set out by SGA and

c. Performing at budget or under budget and

d. Accepting recommendations and suggestions of the panel

(2) Under Review

(i) Commissions will be placed under this status by:

a. Not completing Commission Evaluation process in its entirety with all required materials and information and/or

b. Not being found to meet requirements set out by SGA and/or

c. Not being willing to accept recommendations and suggestions of the panel and/or

d. If they are a new commission

(ii) This status will remain in effect for one year from the date the original Commission Evaluation was conducted. This will give an opportunity for commissions to make adjustments and necessary measures to be put in place in order to meet the requirements originally set out.

(iii) The commissions will undergo a Commission Evaluation again within 10 days of the one year time span and will be reassessed. Should they fail to then meet the requirements set out for them or should the panel see fit, they will be placed on status III or left under status II for a designated period of time to be determined by the panel

(3) Removal

(i) Commissions will be placed under this status:

a. Following at least one year on “Under Review” status and

b. If found to be failing to meet requirements set out by SGA in their follow up Commission Evaluation

c. Removal of a SGA Commission

(1) Once a commission has been placed on Removal Status by the evaluation panel, the mediator of said panel will file a request for removal to the Senate Rules and Regulations Chair

(2) The Senate Rules and Regulations Chair will then bring forth a bill addressing the removal of said commission during the next Student Senate Meeting

(3) A commission may then be removed by a 2/3 vote of the student senate

(4) If the 2/3 vote fails, the commission will be placed back on Under Review Status

SECTION III. Impeachment

(a) The Student Senate may impeach, if necessary, the Student Body President. If impeachment charges are brought on, the process shall be handled in accordance with the Student Government Association Constitution Article V.

SECTION IV. Removal of Executive Officers

(a) Removal of Cabinet Positions

(1) A complaint concerning a Cabinet Position may be filed with the Chair of the Senate Internal Affairs Committee by any Senator or member of the Executive Branch.

(2) Upon receipt of that complaint, the Senate Internal Affairs Committee shall have one week to convene the performance review to consider the matter.

(3) The performance review commission will be made up of the Student Body President, a Cabinet Position member selected by the Student Body President, Vice President, Senate Pro Tempore, and will be chaired by the Internal Affairs Committee. The named members cannot initiate the complaint.

(4) The Cabinet Position in question may appeal the decision of the commission to the Judicial Court of the Student Government Association, who has one week to rule on the matter.

(5) The Cabinet Position in question may appeal the decision of the Judicial Court to the Primary Advisor of the Student Government Association, who has one week to rule on the matter.

(b) Removal of Commission Chairs

(1) A complaint concerning a commission may be filed with the Vice President by any Executive Council member or member of said commission.

(2) Upon receipt of that complaint, the Vice President has one week to convene the performance review commission to consider the matter.

(3) The performance review commission will be made up of the Student Body President, a Cabinet Position selected by the Student Body President, and will be chaired by the Executive Vice President. The named members cannot initiate the complaint.

(4) The commission chair in question may appeal the decision of the performance review commission to the Judicial Court of the Student Government Association, who has one week to rule on the matter.

(5) The commission chair in question may appeal the decision of the Judicial Court to the Primary Advisor of the Student Government Association, who has one week to rule on the matter.

ARTICLE III. EXECUTIVE RECORDS

SECTION I. Intent and Purpose

(a) The Executive Branch intends to set forth regulations to provide for the accurate record keeping of information for the purposes of sustainable and effective governance for future executive branch members.

SECTION II. Definitions

(a) Unless otherwise provided for, the following terms shall be ascribed the following meanings:

(1) The "Executive Archives" shall be the program under the direction of the Student Body President for the purpose of archiving the records of the Executive Branch.

(2) "Minutes" shall be the official record taken of a meeting. Should these not be available, a write-up of the discussion that took place shall suffice. Minutes or descriptions of meetings designated as closed-door or confidential need not be entered into the Executive Archives.

(3) "Reports" and "Memoranda" are written or electronic correspondence that discusses items of relevance to the activities of SGA.

(4) "Newsletters" are written or electronic newsletters that discuss the activities of SGA. Both newsletters issued internally and externally are included under this term.

SECTION III. Executive Records

(a) The Executive Branch shall, at minimum, file all of the following documents into the Executive Archives within five (5) business days of their creation:

(1) The minutes of any meeting attended by a member of Executive Council in their official capacity

(2) The minutes of any meeting attended by a member of a University Commission in their

(3) Any reports or memoranda issued by members of Executive Council to administrators or other members of SGA

(4) All newsletters issued by SGA

(b) The complete and organized contents of the Executive Archives at the end of each session of the Student Senate must, at maximum, be filed in the Archives of the Senate within ten (10) business days of the end of that Session. A copy of that session's records must be kept readily available by the Executive Branch for three (3) years following the end of that session, at which they may be disposed of or filed with the Cushing Library, at the discretion of the Student Body President.

SECTION IV. Responsibility

(a) The primary responsibility for the enforcement of Article III of this Act shall fall to the Student Body President.

(b) Any member of the Executive Branch who attends meetings in an official capacity as per Article III, Section I of this Act, is also responsible for the placement of his own records. Should an Executive Branch member be delegated responsibility for the placement of students on University Commissions, he is responsible for the records of University Commission members. All executive job descriptions must include a statement about responsibilities under this Act.

(c) The Judicial Court shall hear appeals related to the enforcement of provisions of this Act, or lack thereof, and have authority to issue a final ruling and compel compliance. The failure of any member of the Executive Branch to comply with the provisions of this Act shall be considered grounds for removal under performance review.

ARTICLE IV. AMENDMENTS AND EXECUTIVE ORDERS

SECTION I. The Executive Branch by-laws shall be amended by the Student Body President through a signed executive order.

(a) The initials of the Student Body President shall also be present on each page of the order which shall not bear his signature.

(b) Executive orders shall be numbered according to the session of the Student Senate during which they are signed and shall bear an increasing numerical designation restarting at the beginning of each session of the Student Senate.

(c) Executive orders amending these by-laws shall take immediate effect and shall not expire until they are amended or repealed by the Student Body President. All other orders shall expire at the conclusion of the term of the Student Body President who shall have signed the order.

ARTICLE V. THE EXECUTIVE CABINET

SECTION I. Purpose

1. Mission of the Executive Cabinet
    a. The mission of the Executive Cabinet is to serve Texas A&M University-San Antonio by representing the student body, having a working relationship within Student Government, and having rapport with the administration. It also serves to preserve and promote the A&M-SA Spirit, Tradition and Core Values. Lastly, it exists to create leaders of character dedicated to serving the greater good
2. The Executive Branch By-laws should be updated to reflect the position descriptions of members serving in the executive cabinet
3. Descriptions of other executive officer positions may be included in the respective commission bylaws

SECTION II. Positions within the Executive Cabinet

i. Vice President

a. The Vice President is tasked with serving as a member of Top Staff and advising the SBP on all policies. The VP should be able to step in for the SBP at any time. They will have

the ability to make decisions if needed and speak on behalf of the SBP. The VP will interface primarily with executive policy officers, officers of the Student Senate and administrators. This includes assisting the SBP in goal setting, ensuring accountability, and maintaining consistent contact with the members of the Executive Cabinet. The Vice President will serve as the chair of the Student Body President's Roundtable, assembling all necessary materials and related briefs for each meeting.

ii. Attorney General

a. The Attorney General is tasked with serving as legal counsel to the Student Body President and Vice President and to Student Government, evaluating complaints during the election season and during the Senate session, ensuring all actions taken by the Executive and Legislative Branches align with statutes, reviewing all legislation proposed by the Legislative Branch, engaging in investigations efforts during impeachment proceedings and overseeing recalls, and developing new initiatives for the continued development and expansion of Student Government.

iii. Comptroller

a. The Comptroller is tasked with serving as a member of Top Staff and advising SBP on all fiscal policy. The Comptroller will interface primarily with executive policy offers, officers of the Student Senate and administrators. The Comptroller will be responsible for drafting a yearly appropriations budget. This includes working with SGA commissions and the Senate Finance Committee in the appropriations process to maintain financial accountability throughout the year.

SECTION III. Positions within the Board of Directors iv.

Director of Academic Affairs

a. The Director of Academic Affairs is tasked with managing all advocacy efforts relating to Academics and student rules, especially those pertaining to Student Senate legislation. The Director of AA will develop relationships with

b. Academic Faculty and Administration, including Deans, professors, and the Provost and Executive Vice President of Texas A&M University-San Antonio, in order to effectively implement positive change for students in regard to Academic Affairs.

v. Director of Student Services

a. The Director of Student Services is tasked with managing all advocacy efforts related to Student Services, especially those pertaining to Student Senate legislation. The Director of SS will attend meetings and gather information regarding all aspects of Student Services, including dining, transportation, construction and more.

vi. Director of Disability Services

a. The Director of Disability services is tasked with managing all advocacy efforts related to Disability Services, especially those pertaining to Student Senate legislation. The Director of DS will develop relationships with Faculty and Administrators, in order to effectively implement positive change for students in regard to Disability Services.

vii. Director of University Committees

a. The Director of University Committees is tasked with serving as the primary liaison between the Executive Cabinet and all university committee appointments. This person will work alongside other policy related Director's to fill appointments to university committees as soon as possible. This will entail recruiting qualified and committed individuals to fill these positions. Throughout the year, the Director of UCOMMS will be charged with keeping these

individuals accountable for their attendance and contribution to each respective university commission and will report evaluations to the Executive Cabinet. It is essential that this position maintains reports and communications with all student representatives at all times.

viii. Director of Communication

a. The Director of Communications is tasked with managing all communication initiatives on behalf of the Executive Cabinet, including media relations, social media, multimedia projects and more. The Director of Communications will also assist all members of the Executive Cabinet in publicizing their events and initiatives. Additionally, the Director of Communications will work to unify and enhance the message of SGA to all observers, both on campus and in the community. This person must also be willing to be proactive in seeking out new and creative ways to communicate with the student body and community. ix. Director of Programming

a. The Director of Programming is tasked with managing all events and programmatic initiatives on behalf of the Executive Cabinet. The Director of Programming will work with the Comptroller, Director of Communications and Senate Spirits & Traditions Chair to provide a programmatic calendar to the student body. The Director of Programming will provide logistical support throughout the event execution process. This includes but is not limited to registering events in the campus event portal, soliciting and supporting volunteers and facilitating any additional event planning not listed in the programmatic calendar. Additionally, the Director of Programming will maintain A&M-San Antonio traditions through continuous efforts to unify the campus community, especially those pertaining to Student Senate legislation.

x. Director of Student Development

a. The Director of Student Development is tasked with managing all organizational development and philanthropy efforts, especially those pertaining to Student Senate legislation. The Director of SD will work with the Director of Programming and Senate External Affairs Chair to provide regular student development workshops, volunteer opportunities and additional student outreach. This includes managing organizational volunteer hours and officer training sessions. The Director of SD will work with campus faculty and administrators to facilitate and promote volunteer opportunities to the student body.

xi. Election Commissioner

a. The Election Commissioner is tasked with working to ensure a fair and equitable election process for all campus-wide elections. This includes Class Residence Hall Association, Student Body President, Student Senate seats and any referendums that may come up during the year. This position will facilitate two campus-wide elections; one in the fall semester and one in the spring semester. This person will be tasked with meeting a wide variety of campus constituents who have a stake in campus-wide elections. As a result, this person will work to revise and update the election regulations while working with the Student Senate to obtain approval for these revisions. They will be tasked with running a team while working with the various campaigns to hold them accountable to the regulations.

xii. Heritage Month Coordinator

a. The Heritage Month Coordinator is responsible for planning, organizing, and executive events and activities that celebrate and educate about various cultural heritage months. This person will design programs, collaborate with community groups, and manage budgets to ensure successful and inclusive events. Additionally, they promote activities, engage the community, recruit and manage volunteers, and ensure all events are culturally sensitive and compliant with institutional policies. The coordinator also evaluates event

success, maintains records, and advocates for cultural diversity and inclusion within the institution or community. Works can consist of tabling's, social media content, speaking panels, and events. xiii. Philanthropy Director

a. The Philanthropy Director is responsible for organizing and hosting donation drives, ensuring their successful execution and maximizing contributions from the community. They collaborate with various student organizations to create impactful partnerships, fostering a culture of collective social responsibility. Additionally, the Philanthropy Director actively seeks out new volunteering opportunities, coordinating efforts to connect students with meaningful service projects that benefit the wider community. This role requires strong organizational skills, effective communication, and a passion for making a positive difference.



Title 3 - Student Government Association Legislative Bylaws Texas A&M University-San Antonio



Texas A&M University – San Antonio Student Government Association

Legislative Bylaws, Chapter 003 of the S.G.A.C.

Drafted March 3rd, 2022

Article I - Mission & Vision Statement

Section 1 - Mission Statement

(a) The Texas A&M University – San Antonio Student Senate represents all students in order to enhance the Texas A&M experience within our university and communities through research, legislation and advocacy in accordance with the core values of Student Government Association.

Section 2 - Vision Statement

(a) Through a unified effort by the members of the Student Senate and by working with the other branches of the Student Government Association, student organizations, administrators and faculty of Texas A&M, and various government officials, we will continue to elevate the experiences of the Texas A&M student body.

(b) Every aspect of the Student Senate embracing the core values of our Student Government Association will distinguish our mission: Equity, Inclusivity, Accountability, Transparency, Passion.

(c) The Student Senate recognizes the importance of strong relationships with affiliate organizations whose goals are consistent with the Student Senate's. Good relationships among all three branches of Student Government Association, organizations under the SGA umbrella, and other student organizations is conducive to achievement of the Student Senate vision.

(d) In addition, the Student Senate seeks strong relationships with the various governmental officials who, like us, serve for the common good of their constituents. Secure relations with the Texas A&M University – San Antonio administration are fundamental to a clear execution of a shared governance policy among all involved in the betterment of our University. Our pursuit and improvement of these relationships is vital to the promotion of a dynamic educational community.

(e) The Student Senate recognizes the crucial role of the student legislative arm of the Student Government Association. Therefore, we will ensure that all students are equipped with the opportunity to play an integral role in the governance of our university. Through utilization of mediums such as focus groups, committee meetings, college-council roundtables, social events, leadership development opportunities, regularly scheduled Senate meetings, cuttingedge information technologies, and other forms of communication we will maintain optimum connectivity with the student body.

(f) The Texas A&M University – San Antonio's Student Senate will work diligently to ensure the Texas A&M experience.

Article II - Parliamentary Authority

Section 1. The Student Senate will operate under the guidance of Robert's Rules of Order Revised. Should Robert's Rules of Order Revised conflict with the Student Government Association Constitution or Senate By-Laws, the Constitution will stand as the preeminent document followed by the Senate By-Laws and subsequently Robert's Rules of Order Revised.

Article III - Membership

Section 1 - Senate Apportionment

Senate membership shall consist of the following representatives elected by plurality vote through the following representational guidelines:

(a) The four college representatives shall be determined by the population size of each college. Population size will be established using the most up-to-date statistics prior to elections; each of the following will have the right to four student representatives, plus an additional student representative for every five hundred (500) students. 1. College of Arts and Science 2. College of Business 3. College of Education and Human Development

(b) The College of Arts and Sciences must have at least one representative from each of the following subjections in order to ensure that each diverse area of study is represented within the college:

i. Arts and Humanities (majors and minors include English, Communications, History, Women's Gender Studies, Borderlands Studies, and Spanish.) ii. Science and Mathematics (majors and minors include Biology, Psychology, Math, Chemistry,

Geology, Geography, and Physics.) iii. Social Sciences (majors and minors include Criminology, Political Science, Sociology, and Military Science.)

(c) At-Large senators shall have a permanent starting point of 8 representatives for the university and one additional representative for every 1,500 students added after ten thousand student population is reached. At-large, senators shall have the same duties and responsibilities as college senators. Graduate senator shall have two representatives to reflect the respective current year of the graduate student population of Texas A&M university San Antonio.

(d) One or more students may be elected for each of the following on campus housing facilities. 1 Esperanza Hall 2. Estrella hall

Section 2 - Offices of the Senate

(a) The officers of the Senate shall consist of theVice President, The Senate Pro Tempore, and the Senate Secretary. In addition to their senatorial responsibilities of representing their constituents, officers will be responsible for the following:

(1) Vice President

The Vice President Shall:

i. Preside over the Student general Assembly.
ii. TheVice President acts as the primary representative of the Student senate to all students, faculty, administrators, the media, former students, and the general public.
iii. Disseminate all necessary information to Senators
iv. Organize agendas for Student Senate meetings
v. Stay in constant communication with the Executive and Judicial Branch.
vi. To direct and guide the work of the Student Government Association by studying the general policies and procedures concerning students and making recommendations.

vii. Manage Senator resignations

(2) Senate Pro Tempore

The Senate Pro Tempore Shall:

i. Chair the Senate in the absence of the Vice President ii. Be a de facto member of all Senate committees.

iii. Assist committee Chairs with the duties and responsibilities of the respective committees.

iv. To maintain individual awareness of each committee.

v. Compile the work of the Senate Committees to establish the Senate agenda.

vi. Aid in disseminating all necessary information to Senators vii. Publish the Senate Agenda in preparation for all regular Senate meetings.

viii. Oversee the development of new Senators ix. Enforce the absence policy

(3) Senate Secretary

Senate Secretary Shall:

i. Oversee the Senate Office

ii. Oversee the Public Records and Documents of the Senate

iii. Preside as Bill Clerk (records the Senate's official activities and status of legislation) iv. Preside as Enrolling Clerk (prepares Senate-passed legislation before it is sent to the President)

v. Preside as Journal Clerk (records the Senate's daily legislative proceedings and prepares a history of legislation for public record.) vi. Preside as Legislative Clerk (calls the roll and prepares the daily Calendar of Business/ Agenda) vii. Report debates (prepare verbatim reports of Senate floor proceedings for the *Legislative Record)*

(b) Senator

Each Senator shall:

(1) Represent their constituents on all issues

(2) Attend Senate meetings, mandatory retreats, and development days

(3) Join exactly one of four legislative Committees and attend the meetings as scheduled by the Committee Chairs

(4) Share, along with the Senate officers, the exclusive right to sponsor legislation, speak of the Senate floor, and vote

(c) The ex-officio positions shall consist of the:

(1) Vice President

(2) Senate Pro Tempore

(3) Director of Communications

Director of Communications shall:

i. Act as an ex-officio of the Marketing committee

ii. Act as a liaison with external facing media outlets

iii. Serve as a consultant to Senators on correspondence with any media outlet

iv. Have limited speaking privileges at Student Senate General Assembly meetings, restricted to periods of question and answer only. These limited speaking privileges shall not extend, for any reason, to periods of debate.

(d) Liaisons
   i. The Senate Pro Tempore has the power to create liaison positions in partnership with the Vice President of Student Government Association.
   ii. All liaison position will be open to any student of Texas A&M University – San Antonio, not excluding Student Senators

Section 3 - Scholastic and Conduct Policy

(a) All members must comply with the academic standards as set forth in the University Rules and Regulations, as well as have at least a 2.50 cumulative grade point ratio for undergraduate students and at least a 3.00 cumulative grade point ratio for graduate students at the time of their election or appointment. Senators, Senate Officers and Senate Ex-Officio Officers shall maintain a 2.50 cumulative grade point ratio for every semester (spring, summer, and fall) while in office.

   i. If a senator does not meet the grade requirements and the Senator has an academic appeal filed with their professor to change the grade in a class, then the Senator may ask to be placed on probation. The Senator must submit documentation of the appeal to the Senate Pro Tempore. The appeal must be resolved by the fourth week of the respective semester. If the Senator's grades are still deficient after this time, if the appeal was denied, or if the change in grade was not sufficient to bring the Senator's grades out of deficiency, then that Senator will be removed from the Senate and the Senator's seat declared vacant

(b) Cumulative grade point average requirements shall apply for all semesters at Texas A&M University – San Antonio including the summer sessions regardless of the number of hours attempted; Senators shall be responsible for achieving a minimum 2.5 grade point ratio for each semester they are in office

(c) Senator Dress Code – All Senators shall be required to adhere to professional dress standards in official Senate Meetings. Requirements for meetings outside of the official Senate meetings shall be determined and enforced by the prospective officer or chair. Professional dress is considered the following:
   i. Slacks, skirts, blouses or pantsuits with appropriate student government association uniform polo or business casual.
   ii. Failure to adhere to the dress standards outlined will result in the following course of action by the prospective officer: (1st Offense) an advisement on the measures which should be taken to adjust dress appropriately to be adhered to for all following meetings, (2nd Offense) a call to order by the prospective officer, and informed about the nature of the violation, automatic loss of speaking privileges, (3rd Offence) further attempts to speak out of order will result in the presiding officer's decision to censure the voting privileges of the member, thereby resulting in their official absence for the duration of the meeting. The body reserves the right to "Appeal to the Decision of the Officer" if they feel the officer's decision is biased or inappropriate. The appeal requires a second and a (2/3) vote to overturn the chair's decision.
   iii. If a senator feels that he or she cannot adhere to the dress code due to the inability to attain appropriate dress code clothing, they may come before their Speaker or Senate Pro Tempore with a petition to the Dress Code based on financial inability to comply. Based upon interview regarding the petition, the presiding officers will make the decision to provide the

means of professional dress for the Senator, or exempt the Senator from the required dress code.

(d) Senator Recognition – When recognized before the Senate, the presiding Senate chair must call upon the name and caucus of the Senator. The Senator shall address the chair or presenter, and then they may proceed to speak. Failure to adhere to protocol will result in two calls to order by the chair, followed by loss of speaking privileges on the third call to order. Further attempts to speak out of order will result in the chairs decision to censure the voting privileges of the member, thereby resulting in their official absence for the duration of the meeting. The body reserves the right to "Appeal to the Decision of the Chair" if they feel the chair's decision is biased or inappropriate. The appeal requires a second and a (2/3) vote to overturn the chair's decision.

Section 4 - Meeting Times

(a) Regular Student Senate meetings shall be held twice a month during a time set on or before the first meeting of the fall semester.
(b) Times of Regular Student Senate meetings shall only be changed by a unanimous vote of the Student Senate and approval of the Speaker.
(c) Emergency meetings may be called at the discretion of the Vice Presidentas outlined in the Constitution.
(d) All members of the Senate are responsible for attending Senate meetings.

Section 5 - Absence Policy

(a) If a senator or senate officer reaches three unexcused absences during one full term of the senate, they are automatically removed from their position.
    i. Unexcused absences may be made up through participating in senate service projects, speaking with administrators, and other activities and projects. Any opportunity to make up an unexcused absence must be approved by the Vice President. Committee members will receive a ¼ portion of an absence forgiven per activity attended.
    ii. These projects, meetings, and activities will count for ¼ of an absence, unless Internal Affairs approves otherwise.
    iii. Absence forgiveness can also be received by attendance at Senate Committee meetings approved by Internal Affairs. Members of these committees will receive a portion of an absence forgiven per meeting attended.
(b) Excused absences will be limited to two per term. Once the two excused absences have been granted then all subsequent absences will be considered unexcused. An excused absence shall be defined as:
    i. An excused university absence as defined in the University Regulations.
    ii. An absence due to a departmentally scheduled exam.
    iii. An absence that the Officers of the Senate deem of merit
(c) All absences are to be considered conditionally unexcused. Senators must present their case to the vice president or the secretary of the senate for determination of the status of their absence in question. The vice president and senate secretary reserve the right to review the reason for the unexcused absence and determine whether it shall be forgiven.
(d) Two roll calls will be taken during the general senate assembly meetings of the student senate, after calling the meeting to order and prior to adjournment. If a motion to adjourn is approved by the body, the second roll call will take place immediately after the motion to adjourn but before the body is declared adjourned. Missing both roll calls constitutes one whole absence.
(e) Each Senator must serve on exactly one (1) of the Legislative Committees (External Affairs Committee, Internal Affairs Committee, Financial Affairs Committee, Spirits & Traditions

Committee, and Marketing Committee). Committee Chairs shall be responsible for holding a meeting between each Senate meeting. In the event that a Committee Chair considers a meeting unnecessary, they may report such to the Speaker and announce "No updates" for Senate Committee Reports.

Section 6 - Resignation Process

(a) A senator must present a letter of resignation to the Speaker or Senate Pro Tempore stating their reasons for resignation. The resignation may be retracted until the next meeting of the Internal Affairs Committee is held at which point the resigning Senator is relieved of all Senatorial privileges including but not limited to speaking and voting at Senate functions and then the Senate Officers may begin the process of filling the vacancy.

Article IV - Procedures

Section 1 - Senate Officer Elections

(a) The Officers of the Student Senate will be elected at the first new meeting of the new session according to the following format:

i. Candidates for Vice President must have served in a prior session of the Senate.
ii. If no candidate meeting the above requirements chooses to run for the above offices then any current member of the Senate may run for those offices.
iii. Nominations shall be accepted from the floor.
iv. Candidates for all officer positions must be members of the session in which they seek election.
v. Each candidate shall have 2 minutes to speak, followed by an up to five minute question and answer session.
vi. Candidates are allowed one character speaker on their behalf, which may speak for a maximum of five additional minutes.
vii. Any member of the Senate can request a period of debate immediately before voting. viii. A Ballot Vote will be used if at least one Senator requests it.
ix. If in the first vote, no candidate receives a majority of the vote a run-off shall occur between the two candidates with the most votes.
x. If a tie occurs for either of the run-off positions, a vote must be recast to break that tie before the run-off can take place.
xi. The candidates in the run-off do not get any more time to speak, but debate may be restarted.
xii. If a position is not filled, another election following this format will take place at the next regularly scheduled Senate Meeting.

Section 2 - Student Senate Elections

(a) Senators shall be elected during General Elections by simple majority and are subject to provisions of the Election Code.
(b) A new Senator will not be officially recognized until they have taken the oath of office.

Section 3 - Agenda

(a) A tentative agenda shall be compiled at least one (1) day before each senate meeting. All legislation must be submitted to the Speaker within four (4) class days prior to the date of the Senate meeting.
(b) Legislation submitted between one (1) and three (3) days prior to the Senate meeting can be placed on the agenda if the action is approved by the majority of the Officers of the Senate (c) The Vice President shall decide the order of the agenda.
(d) An open period (open floor) must be left at the end of every Senate Meeting to allow constituents a time to address the Senate.

Section 4 - Legislation

(a) All legislation shall be made available to the members of the Senate, no less than one (1) class day prior to the day of the Senate meeting at which time it is to be considered.

(b) Legislation must be read in its entirety to the Senate before consideration unless by unanimous consent the Senate agrees to consider the bill as read.

(1) Bills: A bill is a binding statement of the Senate calling for a specific action in its implementation. A bill requires a majority vote of the members present and voting. A bill must be presented to the Senate for the first reading and may be voted on only upon its second reading unless it is considered emergency legislation.

i. The first reading shall consist of questions and answers only, no debate except in the case of emergency legislation.

ii. At the conclusion of the introduction of the bill, the Vice Presidentshall assign the legislation to the appropriate committee.

iii. During the period of debate on a Bill or Resolution, all those with speaking privileges, including the Bill authors, shall be bound to the rules of debate. Specifically, a senator must have the recognition of the chair to obtain the floor during this period, except in the case of motions that do not require recognition to be put forth.

(2) Resolutions: A resolution is a non-binding statement of opinion of the Student Senate. A resolution requires a majority vote of the members present and voting. A resolution may be voted upon at the meeting, in which it is introduced, and is not subject to approval or veto by the Student Body President.

(c) All legislation passed by the Senate subject to Presidential Approval shall be certified by the Speaker on all pages and forwarded by the Student Body President for approval within two (2) class days.

(d) All legislation passed by the Senate, not subject to Presidential Approval, failed by the Senate, or referred to the Financial Affairs committee or tabled by the Senate and never returned to the floor by the end of an academic semester, shall be certified on all pages by the Speaker within two (2) class days.

Section 5 - Internal Business Of The Senate

(a) The Officers of the Senate shall deal with all internal business of the Senate

(b) The Senate Pro Tempore shall be the presiding officer of these proceedings

(c) Should the Officers of the Senate be unable to come to a consensus on any matter, the matter shall be brought before the Senate in the form of a resolution.

(d) Senate Vacancy Procedures

(1) The Senate Pro Tempore will announce any Senate vacancies as prescribed for each semester, vacancies will be announced at the first and fourth meeting of the Fall semester, to be filled before the second and fifth meetings, and Spring semester vacancies will be announced at the first meeting to be filled by the second meeting. However, if a seat becomes vacant within 72 hours after the adjournment of the Senate meeting, the Internal Affairs committee may choose to accept applications for these mentioned vacancies without announcing them first at the next Senate meeting. Every effort must be made by the Vice President and the Senate Pro Tempore to make these vacancies known to all of the senate as soon as the decision is made to accept applications

(2) After the elections in the Spring, Senate Vacancies that arise in the newly elected Senate Session due to Senate Officer elections shall be filled individually by the candidate receiving the next highest number of votes taken from the certified Spring Student Body Election results.

i. The newly elected Senate Pro Tempore shall be charged with notifying the candidate of their receipt of a Senate seat, and the time and place of the next Senate meeting where they shall be sworn in.

ii. The candidate shall have five (5) class days to accept or reject the office of Student Senator in writing to the newly elected Senate Pro Tempore.
iii. Should the candidate reject the office of Student Senator, no such candidate exist, there exists a tie between more candidates in that vacated position, or the vacancy arises after the official start of the new Senate Session, the seat shall be filled according to the standard vacancy procedures outlined in Article IV, Section IV, Subsection (d), not including number two (2).

(3) The Senate Pro Tempore can announce Senatorial vacancies at Senate meetings at any time during the semester in the following circumstances:
i. If the caucus from the previous Spring election has no Senators.
ii. If the Internal Affairs Committee of Senate deems necessary

(4) Applications shall be accepted for seven (7) days following the announcement of the vacancy.

(5) Applications are subject to be reviewed by the Internal Affairs Committee, who will select those who will be interviewed. Applications shall be ranked; discussion may occur in the committee but only the rankings recorded and turned in will be calculated to assess who received an interview.

(6) Interviews shall be granted to not more than four (4) applicants for each position.

(7) In the event the Internal Affairs Committee is unable to review the applications in a timely manner compliant with the By-Laws, the Senate Officers will act to both select those who receive interviews.

(8) The selected applicant must be interviewed by at least two (2) officers within one (1) week following the application deadline.

(9) The Speaker, Senate Pro Tempore and Senators within the respective caucus shall be voting members in this selection process. In the event that the Speaker or Senate Pro Tempore cannot attend, then the vacancy shall be decided by a majority vote of the Senate Officers. If the applicant is filing for more than one vacancy, they must mark one of the vacancies as their first choice. A respective Senator in relation to the applicant's "First Choice" will be on the interviewing board.

(10) The Officers shall make their recommendations to the Senate for approval by 2/3 of the members present and voting.

(11) In the event that the Officers decide that none of the applicants are acceptable to fill a Senate vacancy, the Officers shall have the power to reopen the application process.

(e) Any Senator wishing to switch constituencies must follow the above vacancy procedure, if the switch is not granted the Senator retains their original seat.

(f) Absence Policy Enforcement Procedures
i. If the Senate Pro Tempore is unable to contact a Senator in violation of the absence policy by phone or email within forty-eight (48) hours after the fourth unexcused absence, this officer shall announce this Senator as having been removed from their seat and their seat announced as a vacancy.

(g) Officer Vacancy Procedures
Should a Senate Officer Position become vacant the Internal Affairs Committee shall:
i. Name an Interim Officer to serve until elections can take place
ii. Allow for a new Officer to be elected following the procedures outlined in Article IV, Section I, Subsection (a).

Section 6 - Voting Procedures

(a) Each member of the Senate shall hold only one (1) vote. This vote may cast as yes, no, or abstain. No proxies shall be permitted. Abstain shall mean 'present and not voting' and shall not count as part of the total number of votes.

(b) Ballot voting:

i. A ballot applies to and must be held on the final votes of bills and resolutions, or if requested by one-third (1/3) of the Senators present
ii. This mandatory ballot vote on bills and resolutions may be suspended by a two-thirds (2/3) majority vote of Senate.
iii. Each senator will sign their name, caucus, indicate the bill, and vote either for, against, abstain, or absent on only one ballot.
iv. The votes will be counted in the presence of the senate, but the names will remain anonymous.
v. These voting records are to be stored electronically where constituents may access them (c) A roll call vote must be held if requested by one-sixth (1/6) of the Senators present and voting.

Section 7 - Open Floor

(a) After the completion of a new business, a time period may be allotted for discussion of any item not on the agenda, but coming from the floor by current students or invited guests. During the open period, a discussion may ensue, but no action may be taken (i.e., a vote). As an exception, a cote may be taken if the Officers of the Senate consent to such action at any time prior to the meeting, or by a two-thirds (2/3) vote of those present and voting. The presiding officer can close the discussion and adjourn the meeting during this period with the approval of a majority of those present and voting.

Section 8 - Emergency Legislation

(a) Emergency Legislation shall be defined as, "any bill which requires immediate action and should therefore be acted upon without a second reading." (b) A bill may acquire emergency legislation status:

i. Prior to the Senate meeting: If such action is approved by a majority of Officers of the senate.
ii. During a Senate Meeting: If such action is called by the author of the bill and approved by a 2/3 majority of the members of the Senate present and voting.

Section 9 - Quorum

(a) A quorum shall be defined in respect to SGA Constitution, Article V, Section III, Subsection (e), of the Student Government Association Constitution, "A quorum shall consist of one (1) more than onehalf (1/2) of the total number of the Senators." The number of Senate seats currently filled shall determine the number of members.

Section 10 - Speaking Privileges

(a) No person may address the Senate unless specifically provided for in the Student Government Association Constitution or the senate By-Laws.
(b) Limited speaking privileges may be granted to any other person with two-thirds (2/3) approval of the Senate membership present and voting at any time during a meeting. These speaking privileges shall not extend for any reason, to periods of debate.
(c) Persons giving a report scheduled on the agenda shall have the power to yield the floor to anyone for the duration of their report.

Section 11 - Election Regulation Revision

(a) The Senate shall pass no legislation concerning election regulations within fifteen (15) days prior to the filing date or runoff that would take effect during the same period.

Section 12 - Fiscal Policy

(a) The Financial Affairs Committee, in consultation with Student Government Association advisors, Vice President, and Senate Pro Tempore, shall be responsible for formulating the annual Student Senate Budget, and overseeing spending.
   (1) The complete annual Student Senate Budget must be completed before the second Senate meeting in the fall semester.
   (2) The Financial Affairs Chair will present the Student Government Association Budget at the second meeting of the fall semester. This presentation will be accompanied by a period of question and answer.
   (3) Appeals may be sent to the Financial Affairs Committee after this presentation. The Financial Affairs Committee must formally consider appeals sent by Senators Executive Council members, Judicial Court members and Student Government Committee Chairs.
   (4) At the following Senate meeting, the Financial Affairs Chair will again present the budget and any changes made after the initial presentation. The presentation will be accompanied by a period of question and answer followed by a period of debate.
   (5) During debate, the Senate may present amendments with a one-sixth (1/6) second subject to a vote by two-thirds (2/3) of those present and voting
      i. The Senate shall not allocate a budget or rule in order for any amendment to such effect as to cause the total budget to exceed the amount allocated to the Student Government Association for the purpose of the budget.
   (6) The budget will be approved by a majority of those present and voting.
   (7) All funds not allocated by the Senate for the purposes of the Student Government Association Budget shall be retained for future allocation at the discretion of the Financial Affairs Committee, subject to approval by the Student Senate in a standard appropriations bull presented by the Financial Affairs Chair.
(b) Student Government Association committees will be required to present their budget request at a time scheduled by the Financial Affairs Committee Chair and agreed to by the Financial Affairs Committee.
   (1) Financial Affairs committee members must attend each budget request hearing
      i. Financial Affairs committee members that fail to attend any budget request hearing will be automatically removed from the committee.

Section 13 - Fees

(a) The Student Senate will review all fee increase requests over 3%. The fees that will be reviewed are all fees assessed to all students.
   (1) Student senate will not take a position on any fee increases at 3% or less. Entities requesting a fee increase at 3% or less, however, will be required to present to the senate purely on an informational basis.
   (2) All legislation pertaining to student fees may be passed only by roll-call or ballot vote.
(b) Any entity requesting a fee increase that falls above 3% must state their position in an all-inclusive report, with justification for such positions.
      i. Any entity requesting a fee increase must give a full presentation to the Senate prior to the first meeting in November in a special session, and expect to receive feedback from the Senate body. Entities and departments that fall under the Student Service Fee will not need to present to the Senate on an individual basis.
      ii. For the special session, the Internal Affairs committee will determine the time limits for the presentations. Any motion to extend or amend the time limits is out of order.
      iii. After the presentation, the Senate will then vote on each fee increase proposal on an individual basis to approve or reject the requesting entity's position by a majority vote.

iv. For a proposed amendment to be heard and considered on the floor, it must receive a 1/6 second by the body.

(c) The Texas A&M University - San Antonio Student Senate may recommend any fee increase or recommend establishment of any new fee only under the following guidelines unless otherwise required by state law:
   i. That the Texas A&M – San Antonio Student Senate approved by a majority vote all fee increase recommendations.
   ii. For any fee increase greater than 10% with the overall impact to students being in excess of $5.00 a semester, the Student Senate will call a referendum to garner opinion. The result of the referendum will be the position of Student Government Association.
   iii. Any newly created fee must go to a student referendum the semester prior to proposed implementation. The result of the referendum will be the position of Student Government Association.
   iv. That the results of all such votes be posted within twenty-four (24) hours in the Student Government Office for the duration of five (5) class days. These postings will include the fee proposal being voted upon, whether or not the proposal passed, and the names of all the Senators.

(d) The Vice President And the Student Body President shall prepare a letter of recommendation for the report. These letters along with the report and any applicable legislation shall be sent to the President's Office, Office of the Provost, Office of the Dean of Student, and Student Service Fee Council as well as the applicable departments requesting fees. These letters should detail the overall recommendations by the Senate as well as significant items of debate brought forth during the debate period regarding individual components of fee increases for any fee recommendation legislation.

Section 14 - Caucuses

(a) Each academic college and residency area shall be considered a caucus
(b) The only caucus shall be At-Large Senators and Graduate senators to ensure representation of students at Texas A&M University-San Antonio
(c) Caucus leader meetings shall be used for these purposes
   i. To educate caucus leaders concerning their responsibilities in Student Senate
   ii. To facilitate discussion of constituency group specific issues
   iii. To organize constituency relations activities
   iv. To coordinate the speaking at organizational meetings by all members of the Senate
   v. To minute the level of constituency activity of all members of the Senate

(a) A caucus may remove a caucus leader by submitting a petition to the Senate Pro Tempore consisting of the signatures of two-thirds (2/3) of caucus members

Section 15 - Senate Development Days

(a) All Senators may be required to attend one (1) development activity per semester, subject to one-half (1/2) excused absence or one (1) unexcused absence according to the absence policy in Article III, Section V.

Section 16 - Transition Procedures

(a) The new Senate refers to the session of the Student Senate that will assume office before the end of the Spring semester in question. The term old Senate refers to the session of the Student Senate that will end before the end of the Spring semester in question.
(b) After Spring Elections, the new senate shall have at least one(1) meeting prior to the beginning of the Fall semester.
    (1) The Speaker of the old Senate shall arrange the first meeting of the new Senate. The Internal Affairs Committee for the old Senate shall be responsible for contacting the members of the new Senate to inform them of the time and place where the meeting will be held. During this meeting, the Speaker, the Senate Pro Tempore, and the Chairs for the new Senate shall be elected according to the procedures in Article IV, Section I of these by-laws. This meeting must be scheduled no later than three (3) weeks before the beginning of the Spring semester final examinations. Until the Senate at the first meeting elects theVice President, the outgoing Vice President shall chair the meeting.
    (2) Before the new session begins, the new Senate must meet to elect officers. After Spring Election results are announced, the old Senate cannot approve nominees to appointed positions. Any nominee which requires Senate approval after spring Election results are announced and before the beginning of the new Senate session will be approved at the meetings of the new Senate which take place before the beginning of the new session.
    (3) No new business may be considered at the final meeting of the old Senate. The Speaker of the old Senate shall relinquish the chair to the Speaker of the new Senate after all old business has been disposed of and before the end of the meeting. When the Speaker of the new Senate gains the chair, the old Senate session ends and the new Senate session begins.

Section 17 - Standard Operations Procedures Manual

(a) The Internal Affairs Committee and its Chair shall maintain the standard Operations Procedures Manual.
(b) The Internal Affairs Committee can amend the Standard Operations Procedures Manual by a majority vote of officers present and voting with a quorum of officers.
(c) The Student Senate can amend the Standard Operations Procedures Manual by a majority cote of those present and voting. If the Senate passes a bill to alter the Standard Operations Procedures Manual, the bill shall override changes made by the Internal Affairs Committee.

Article V - Standing SGA Committees

The Committees of the SGA Student Senate shall have the following structures and responsibilities:

Section 1 - Senate Committee Membership

(a) Only committee members and the respective committee chair may vote in any Senate legislative committee.
(b) Senators must be a member of at least one (1) of the legislative committees.
(c) Senators may switch committees no more than two (2) times during a session and only upon approval of a majority of the officers.
(d) These committee meetings are closed to the general public.
(e) A legislative senator must chair Senate Committees with the exception for the Internal Affairs Committee, which is chaired by theVice President.

Section 2 - Senate Committee Structure

(a) External Affairs Committee
    i. Shall be chaired by a member of the Senate

ii. Shall review and make recommendations on matters of SGA public relations policies and procedures.
iii. Shall be responsible for matters concerning the relationship between SGA and other campus entities and the community.
iv. Shall coordinate all service projects associated with SGA.
v. Shall attend the Student Organization Forum at least once each semester.
vi. Shall review and make recommendations on matters of leadership development. vii. Coordinate the fall and spring SGA Training Retreats. viii. Shall identify Student Government and/or Leadership workshop for SGA members to attend. ix. Shall coordinate attendance at any SGA or Leadership workshops.
x. Shall review and make recommendations on matters forwarded by the Student Senate or the President of the Student Government.
xi. Shall identify issues for students and promote programs that will better those issues.

(b) Internal Affairs Committee
i. Shall be chaired by the Vice President
ii. Shall review and make recommendations on policies and procedures relating to the internal affairs of the SGA. Facilitate an internal evaluation of the organization and its officers. iii. Facilitate the training for SGA members on the subject of parliamentary procedure. Shall review and make recommendations on matters of qualifications and standards of the SGA. iv. Shall assist and facilitate any student body referendums.
v. Shall review and make recommendations on matters forwarded by the Student Senate or the President of SGA.
vi. Shall review and maintain the SGA Constitution, Bylaws, and SGA House Rules annually.
vii. Shall announce vacancies within the Senate when they deem necessary
viii. Shall review applications for said vacancies
ix. Shall grant interviews no more than four (4) applicant for each position
x. Shall review and make recommendations on program policies and procedures of Texas A&M University – San Antonio.

(c) Financial Affairs Committee
(1) Shall be chaired by a member of the Senate.
(2) Shall review and make recommendations on policies and procedures related to SGA finances.
(3) Shall facilitate communication among and serve as a resource for student organizations with regards to money.
(4) Shall assist with the Student Organization Funding Committee.
(5) Shall meet at least once each semester with the Vice President of Finance and Development.
(6) Shall coordinate forums with regards to Student Fees.
(7) Shall review and make recommendations on matters forwarded by the Student Senate.
(8) Any organization, committee, or Executive Officer asking for funds of the SGA budget will be required to turn in and present their budget request at a time scheduled by the Financial Affairs Chair and agreed to by the Appropriations committee.
i. Committee members that fail to attend any budget request hearing will be automatically removed from the committee unless the Internal Affairs Committee, upon request, decides otherwise.
(9) The Financial Affairs Committee shall be responsible for the formulation of the annual Student Government Association Budget by a majority vote of the committee that will be presented to the Student Senate for passage

i. The President of SGA, in communication with their cabinet, may present a budget proposal to the Financial Affairs Committee for approval.

(d) Spirits & Traditions Committee ii. Shall be chaired by a member of the Senate
iii. Shall be responsible for creating and maintaining Traditions on campus
iv. Shall make recommendations on improving campus morale
v. Shall make recommendations on improving school spirit
vi. Shall conduct a survey at least once a semester to assess the condition of the student body morale
vii. Shall review and make recommendations on matters forwarded by the Student Senate or the Executive Cabinet of the Student Government Association.

(e) Marketing Committee
(1) Shall be chaired by a member of the Senate
(2) Shall include the Director of Communications as an ex-officio member
(3) The objective of the Marketing Committee will be to help promote SGA through appropriate use of social media, bulletin boards, flyers, etc., in order to effectively communicate with the student body and Texas A&M University – San Antonio community about current activities and events.
(4) Shall be responsible for SGA apparel and merchandise
i. All designs must be submitted to the Director of Communications for approval by the University Marketing Committee so they may be approved by University Marketing Committee.
(5) Shall be responsible for providing content to the Director of Communication for inclusion in the SGA Newsletter ii. Content must conform to uniform standards set by the Director of Communications
(6) Shall work in conjunction with other committees to assist with relevant marketing projects
(7) The Chair of the committee may delegate responsibilities to committee members. These responsibilities include, but are not limited to the following:
i. Update bulletin board located in the Game Room monthly to appropriately reflect minutes from the most recent Senate meeting, current objectives and members of SGA. ii. Create updated content to be posted to SGA's social media handles at least once per week, more often as necessary. These updates include, but are not limited to the following:
a. Meeting reminders
b. Upcoming activities and event reminders
c. Project updates
d. Sharing links to University news, ie. The Growler
e. Highlighting SGA members
iii. Create fliers and/or external content to be approved by Director of Communications 2-3 weeks in advance of activities and events, so it may be properly submitted to University Marketing Committee.
(8) Members shall attend all events hosted by SGA for the purpose of taking pictures/video, which can be assigned by the Chair.
(9) Shall partner with the University staff to keep the website updated as suggested by the Executive Board, or as they deem necessary.
(10) Shall coordinate all campus wide programming sponsored by SGA except for Jaguars Remembered.

Article VI - Ratification

Section 1 - Ratification of Bylaws

These Bylaws shall be considered ratified upon approval of the student Senate of Texas A&M University – San Antonio

Section 2 - Former Bylaws

All previous Bylaws are null and void.

Title 4 - Student Government Association Judicial Bylaws
Texas A&M University-San Antonio

Judicial Bylaws

"Justice is indiscriminately due to all, without regard to numbers, wealth, or rank."

-Chief Justice John Jay, 1794

Established: XX/XX/2022 Last Amended: XX/XX/XXXX

Article 1 Responsibility of the Chief Justice

Section 1 - Responsibilities

The Chief Justice shall be responsible for upholding, protecting, and abiding by these Judicial Bylaws. They shall seek to preserve the integrity, transparency, and impartiality of the Court. Any failure to conserve these aforementioned duties or other duties as outlined in the Student Government Association Constitution shall constitute grounds for impeachment.

Section 2 - Cases Against the Court

Any motion or appeal taken against the Court shall name the current Chief Justice as the opposing party.

Article 2 Jurisdiction of the Court

Section 1 - Case Jurisdiction

The Court shall have jurisdiction in all cases pertaining to the constitution, legislative procedures, election, and other matters explicitly stated in the Student Government Association constitution. Section 2 - Overstep of Jurisdiction

Any order by the Court issued outside the explicit jurisdiction provided in the S.G.A.C. shall carry no weight or enforcement under the given authority of the Student Government Association. Section 3 - Authority to Issue Writs

The Judicial Court holds sovereign authority to issue writs within any instance of a case brought forth to them.

Article 3 Writs of the Court

Section 1 – Issuance of Writs

Writs may be issued following an appeal given that a simple majority of all justices agree to the issuance of the writ by signature.

A. The writ, if issued, must be issued immediately after the submission of an appeal and before any potential hearing is held.

B. All writs issued by the Court have preeminent importance to their adherence. Section 2 - Writ of Injunction

A Writ of Injunction shall forbid those named in the writ or his or her agents from 1) doing, 2) threatening to do, 3) attempting, 4) continuing to commit a specific action which is deemed unjust, inequitable, or injurious to the appellant and which cannot be immediately addressed by action of the Court. Section 3 - Writ of Mandamus

A Writ of Mandamus may be issued by the Court to inform S.G.A. official(s) that sufficient evidence of negligence or misconduct of their responsibilities has been shown such that immediate remedial action is necessary. The Court shall provide a direct course of action an official must take following issuance of an opinion related to the controversy.

Section 4 - Writ of Certiorari

An appealing party shall receive a writ of certiorari following The Court's acceptance of an appeal.

Section 5 – Notice of Writs

Notice shall be given to the Chief Justice before any writ is issued. The Chief Justice shall review the writ to determine that all procedures have been properly followed. If a writ is issued without the notice of the Chief Justice, its status shall be determined upon its earliest reception by the Chief Justice.

Article 4 Petition for Writs

Section 1 – Submission of Appeal

A petition form for any Writ must be initiated and submitted to the official Judicial Branch email for review by the Chief Justice.

A. The official Judicial Branch email shall serve as the main channel of communication between all parties involved in a case.

B. A request to change or add methods of communication may be considered, but the Court reserves the right to reject such requests.

Section 2 – Acceptance of Appeal

The Chief Justice shall review the petition and notify the other Justices if it warrants further inquiry. The Chief Justice shall have final authority to grant an appeal.

A. Upon acceptance, the Chief Justice shall issue a Writ of Certiorari to the Petitioner(s) and notify the Respondent(s).

B. Justices may recuse themselves from cases in instances where they demonstrate a conflict of interest exists. Section 3 – Rejection of Appeal

In cases where an appeal is rejected, the Chief Justice shall notify the Petitioner of the Court's vote and provide a substantive reason for the Court's decision.

A. The Chief Justice may choose to select any of the Associate Justices to render the substantive reasoning in their stead.

Article 5 Discovery and Notification of Evidence

Section 1 – Period of Submission

Following the issuance of a Writ of Certiorari, the parties to a case have a 72-hour period to submit all relevant evidence in the form of exhibits and a Witness List to the Court.

A. Except upon an emergency Motion to Admit, no further evidence or updated Witness Lists shall be accepted after the allotted time frame.

B. Any party calling a witness to testify must have included that witness's name in the original Witness List and include a sworn affidavit of the witness's recollection of germane events. The affidavit must include the witness's signature affirming the following oath: "I swear and affirm the truthfulness of all perceptions, statements, and acknowledgements made in this affidavit." The affidavit template found on the Student Government Association webpage is the only acceptable format for affidavit submission. Section 2 – Amicus Curiae Brief

Any current student of Texas A&M University San Antonio may choose to submit an Amicus Curiae Brief that describes the desired outcome of the appeal hearing.

A. All briefs must be submitted to the official Judicial Branch email after the filing of a case and within the Discovery and Notification period.

B. The brief must utilize the template provided on the Student Government Association webpage or it shall not be considered.

Section 3 – Exchange of Submitted Documents

Upon the conclusion of the 72-hour period of discovery, the Chief Justice shall provide all submitted documents to the respective and opposing parties.

Article 6 General Appeal Provisions

Section 1 – Scope

All sections written in this article shall apply to all hearings that may be covered by the Judicial Court. Section 2 – Privacy Protections

If any information relevant to the case is deemed confidential by FERPA, HIPAA or any other educational confidentiality document, then the Court shall move into executive session. Section 3 – Quorum

Hearings may only begin in cases where a quorum (2) of Justices is met.

Section 4 – Time Extension

The Chief Justice reserves the right to grant or reject a motion to extend time at their discretion, or upon its request by any party to a case.

Section 5 – Attendance to Hearings

Hearings shall be open to the general student population and any other TAMUSA affiliates, only being limited to the capacity of the room. Entry to the hearing shall operate on a first-come, first-serve basis. Section 6 – Removal of Disruptive Individuals

The Chief Justice reserves the right, at any time, to remove individuals deemed disruptive from the hearing.

Section 7 – Closed Hearing

The Judicial Court reserves the right to move to a closed hearing upon the vote of a simple majority of Justices for any reason. Those permitted to attend a closed hearing shall consist only of the parties to the case, their witnesses, the Justices, and the S.G.A. advisors.

Section 8 – Audio and Video Recordings

No audio or video recording, except upon by its authorization by the Chief Justice, shall be played in any Court hearing.

Section 9 – Advisory Opinions

Advisory opinions given by any Justice outside of a Court hearing is not binding on that particular Justice or the Court.

Section 10 – Status Quo

In the event that an even split decision of the Justices occurs, the status quo shall be upheld.

Article 7 Rules of Evidence

Section 1 – Purpose

Every rule or regulation henceforth mentioned is written to construct hearings and trials that 1) are fair, 2) eliminate unjustifiable expense and delay, and 3) promote the development of evidence-based law, to establish the truth and assure a just deliberation.

Section 2 – Rule on Illegal Evidence

The Court may exclude relevant evidence if determined the evidence submitted was obtained illegally or in violation of University policy. This decision will be left to the discretion of a two-thirds (2/3) majority vote of Justices.

Section 3 – Related Writings or Recorded Statements

If a party introduces all or part of a writing or recorded statement, an adverse party may require the introduction, at that time, of any other part – or any other writing or recorded statement – that in fairness ought to be considered at the same time.

Section 4 – Test for Relevant Evidence

Evidence is relevant and admissible, unless provided otherwise under these rules or SGA Code, if:

A. It has any tendency to make a fact more or less probable than it would be without the evidence; and
B. The fact is of consequence in determining the action.

Section 5 – Instances to Excluding Relevant Evidence

The Court reserves the authority to exclude relevant evidence if its value is substantially outweighed by at least one of the following reasons:

A. Unfair prejudice
B. Confusing the issues
C. Misleading the jury
D. Undue delay
E. Wasting time

F. Needless presentation of cumulative evidence

Section 6 – Rules for Character Evidence

Character evidence is defined as any testimony or document submitted for the purpose of proving that a person acted in a particular way on a particular occasion based on the character or disposition of that person. A.

Prohibited Uses:

a. Evidence of a person's character or character trait is not admissible to prove that on a particular occasion the person acted in accordance with the character or trait.

b. Evidence of a crime, wrong, or other act is not admissible to prove a person's character to show that on a particular occasion the person acted in accordance with the character. B. Permitted Uses:

a. Evidence may be admissible for another purpose, such as proving motive, opportunity, intent, preparation, plan, knowledge, identity, absence of mistake, or lack of accident.

Section 7 – Methods of Proving Character The following are different means of proving character:

A. When evidence of a person's character or character trait is admissible, it may be proved by testimony about the person's reputation or by testimony in the form of an opinion. On crossexamination of the character witness, the court may allow inquiry into relevant specific instances of the person's conduct.

B. When a person's character or character trait is an essential element of a charge, claim, or defense, the character or trait may also be proved by relevant specific instances of the person's conduct.

C. Evidence of a person's habit or an organization's routine practice may be admitted to prove that on a particular occasion the person or organization acted in accordance with the habit or routine practice. The Court may admit this evidence regardless of whether it is corroborated or whether there was an eyewitness. Section 8 – Need for Personal Knowledge

A witness shall not testify to a matter unless evidence is introduced sufficient to support a finding that the witness has personal knowledge of the matter. Evidence to prove personal knowledge may, but need not, consist of the witness's own testimony.

Section 9 – Definitions of Hearsay

Hearsay refers to an out-of-court statement offered to prove the truth of whatever it may assert. A.

Definitions:

a. Hearsay, as defined, is not admissible unless provided otherwise by these rules and regulations.

b. Statement is defined as a person's oral assertion, written assertion, or nonverbal conduct, if the person intended it as an assertion.

c. Declarant is defined as the person who made the statement.

d. Hearsay is defined as a statement 1) the declarant does not make while testifying at the current trial or hearing and 2) a party offers in evidence to prove the truth of the matter asserted in the statement.

B. Statements are not hearsay if it meets the following criteria.

a. The statement is offered against an opposing party and:

i. Was made by the party in an individual or representative capacity; and

ii. Is one the party manifested that it adopted or believed to be true; and

iii. Was made by a person whom the party authorized to make a statement on the subject; or

iv. Was made by the party's agent or employee on a matter within the scope of that relationship while it existed. Section 10 – Exceptions to the Rule Against Hearsay

The following examples are not excluded by the rule against hearsay, regardless of whether the declarant is available as a witness:

A. A present sense impression describing or depicting an event or condition made while or immediately after the declarant perceived it.

B. An excited utterance relating to a startling event or condition made while the declarant was under the stress of excitement that it caused.

C. A statement of the declarant's then-existing state of mind (such as motive, intent, or plan) or emotional, sensory, or physical condition (such as mental feeling, pain, or bodily health), but not including a statement of memory or belief to prove the fact remembered or believed.

D. A recorded recollection that:

a. Is on a matter the witness once knew about but now cannot recall well enough to testify fully and accurately;

b. Was made or adopted by the witness when the matter was fresh in the witness's memory; and

c. Accurately reflects the witness's knowledge.

E. A regularly conducted record of an act, event, condition, opinion, or diagnosis if:

a. The record was made at or near the time by – or from information transmitted by – someone with knowledge;

b. The record was kept in the course of a regularly conducted activity of a business, organization, occupation, or calling, whether or not for profit; c. Making the record was a regular practice of that activity;

d. All these conditions are shown by the testimony of the custodian or another qualified witness;

e. Neither the source of information nor the method or circumstances of the preparation indicate a lack of trustworthiness.

F. Market quotations, lists, directories, or other compilations that are generally relied on by the public or by persons in particular occupations.

I. Statements contained in treatise, periodicals, or pamphlet if:

a. The statement is called to the attention of an expert witness on crossexamination or relied on by the expert on direct examination; and

b. The publication is established as a reliable authority by the expert's admission or testimony, by another expert's testimony, or by judicial notice.

I. A reputation among a person's associates or in the community concerning the person's character.

Section 11 – Exceptions to the Rule Against Hearsay, Declarant Unavailable

A. A declarant is considered to be unavailable as a witness if the declarant:

a. Is exempted from testifying about the subject matter of the declarant's statement because the Court rules that a privilege applies; or b. Testifies to not remembering the subject matter; or

c. Cannot be present or testify at the trial or hearing because of then-existing infirmity, physical illness, or mental illness; or

d. Is absent from the trial or hearing and the statement's proponent has not been able, by process or other reasonable means, to procure

B. The following are not excluded by the rule against hearsay if the declarant is unavailable as a witness:

a. A statement that:

i. A reasonable person in the declarant's position would have made only if the person believed it to be true because, when made, it was so contrary to the declarant's proprietary or pecuniary interest or had so great a tendency to invalidate the declarant's claim against someone else or to expose the declarant to civil liability; and

ii. Is supported by corroborating circumstances that clearly indicate its trustworthiness.

b. Testimony that:

i. Was given as a witness at a trial, hearing, or lawful deposition, whether given during the current proceeding or a different one; and

ii. Is now offered against a party who had – or, in a civil case, whose predecessor in interest had – an opportunity and similar motive to develop it by direct, cross-, or redirect examination. Section 12 – Attacking and Supporting the Declarant's Credibility

When a hearsay statement has been admitted in evidence, the declarant's credibility may be attacked, and then supported, by any evidence that would be admissible for those purposes if the declarant had testified as a witness. The court may admit evidence of the declarant's inconsistent statement or conduct, regardless of when it occurred or whether the declarant had an opportunity to explain or deny it. If the party against whom the statement was admitted calls the declarant as a witness, the party may examine the declarant on the statement as if on crossexamination.

Article 8 Pre-Trial Hearing Procedures

Section 1 – Pre-Trial Hearing Scheduling

The Chief Justice reserves the authority to grant and schedule a pre-trial hearing upon its request by either party to a case so long as:

A. The hearing is ninety-six (96) hours within the issuance of a Writ of Certiorari.

B. The hearing is scheduled on an academic calendar day.

C. The request provides a substantive and legitimate reason for holding such hearing. Section 2 – Submission and Consideration of Motions

Motions must be formally submitted no later than twelve (12) hours before the scheduled pre-trial hearing time and contain substantive reasoning for its granting. Immediately following the pre-trial hearing, each individual motion shall be either granted or denied by a two-thirds (2/3) majority vote of the Justices. Section 3 – Motions to Dismiss Motion(s) to Dismiss include:

A. Either party to a case may make a Motion to Dismiss specific evidence in the form of an exhibit submitted to the Court given substantive legal reasoning.

B. Either party may make a Motion to Dismiss specific witness testimony given substantive legal reasoning.

C. The Respondent may make a Motion to Dismiss the case in its entirety with no further Court action.

D. A Motion to Dismiss may apply multiple pieces of evidence or witness testimony if 1) the content of exhibits or testimony is overwhelmingly similar and 2) the legal reasoning to dismiss the set of exhibits or testimony is overwhelmingly similar. Section 4 – Motions to Admit Motion(s) to Admit include:

A. Either party may make a Motion to Admit specific evidence in the form of an exhibit submitted to the Court. The party must demonstrate that the evidence in question was incapable of being obtained during the period of discovery.

B. Either party may make a Motion to Admit specific witness testimony. The party must demonstrate that the witness testimony was incapable of being obtained during the period of discovery.

C. A Motion to Admit may apply to multiple pieces of evidence or witness testimony if 1) the content of the exhibits or testimony is overwhelmingly similar and 2) the legal reasoning to admit the set of exhibits or testimony is overwhelmingly similar.

Section 5 – Allotted Speaking Time

Each party shall receive fifteen (15) minutes to present opening arguments, reasoning for motions, rebuttal, and other relevant details in the manner and order they deem fit. The motioning party shall speak first, unless both parties are motioning, where the Chief Justice shall choose the first speaker at their discretion.

A. The allotted time must be used for subject matter germane to the motion at hand.
B. Time shall not be used by either party to bloviate about irrelevant subject matters and must cede any remaining and unused time to the Court.
C. The Chief Justice reserves the authority to prevent further discussion of topics they deem not pertinent to the motions.
D. Upon the conclusion of each party's allotted time, the Justices shall deliberate and vote to either grant or deny each motion brought forth. Section 6 – Party Attendance

Each party, or a representative to a party, must be present to raise claims against any of the preceding.

Article 9 Appeal Hearing Procedures

Section 1 – Appeal Hearing Scheduling

The Chief Justices reserves the authority to schedule the appeal hearing to a case so long as:

A. The hearing is one hundred twenty (120) hours within the issuance of a Writ of Certiorari.
B. The hearing is not scheduled on the same day as a potential pre-trial hearing.
C. The hearing is scheduled on an academic calendar day. Section 2 – Failure to Attend

Failure of the Petitioner or their representative to appear the scheduled appeal hearing without a justifiable and Court approved cause shall terminate their right to appeal. If the Respondent fails to appear at the scheduled appeal hearing, the Court reserves the right to conduct an ex parte hearing. Section 3 – Oral Arguments

Each party shall receive fifteen (15) minutes to present opening arguments, rebuttal, and other relevant details in the manner and order they deem fit. The plaintiff to the case shall start opening arguments.

A. The first three (3) minutes of each party's oral arguments shall not be interrupted by any form of judicial questioning.
B. Each party will call witnesses included in the Witness List to give their testimony.
    a. Either party may choose to Motion to Sequester witnesses during the hearing. If permitted, all witnesses to testify will exit the room. The testifying witness will remain.
    b. The Chief Justice shall issue the following oath for all witnesses to affirm: "Do you swear, as a student of Texas A&M University San Antonio, to state the truth, the whole truth, and nothing but the truth?" The correct response to the question is, "I do."
    c. All witnesses will receive two (2) minutes to open discuss their testimony without questioning.
    d. After the allotted time, the Justices receive two (2) minutes each to question the witness as they deem fit.
C. Each party will then call witnesses included in the Witness List and receive five (5) minutes to question the witnesses. Either party is allowed to call and question any individual named on any Witness List during their allotted time.
    a. The first three (3) minutes of this questioning will be uninterrupted by judicial questioning.
    b. The final two (2) minutes of this questioning is subject to judicial questioning.

D. After all witness questioning has ended, each party will receive three (3) minutes of uninterrupted closing argumentation.

Article 10 Deliberation and Opinion

Section 1 – Closed Discussion

Upon the conclusion of the appeal hearing, the Justices hearing the case will go into a closed discussion. Only Student Government advisors and the Justices hearing the case shall be allowed in this closed discussion. The least tenured Justice shall offer their perceptions and remarks, then the next Justice shall, until the most tenured Justice has spoken. The Justices shall then enter open dialogue before the final vote is taken. Section 2 – Appeal Hearing Voting

First, the least tenured justice will state their vote, then the next, until the most tenured Justice votes. A simple majority of Justices is needed to form a majority opinion. Section 3 - Opinions

The most tenured Justice of each side shall write the opinion. This duty may be deferred to a lesser tenured Justice. Individual Justices may write or join concurring or dissenting opinions. Section 4 – Signatures

Each opinion must accompany the signature of the agreeing Justices. A copy of each opinion must be kept as a permanent file of the Judicial Branch.

A. All opinions must be issued within twenty-four (24) hours of the conclusion of the appeal hearing.
B. All opinions must be publicly posted for ease of student access.
C. The majority opinion must be transmitted to the parties of the case.

Article 11 Rehearing Procedures

Section 1 – Motion to Rehear

Motions to Rehear may be submitted to indicate a procedural error was more likely than not to have occurred in a previously held case. A Motion to Rehear must meet the following criteria:

A. A previously established procedure was contradicted in the appeal.
B. Such contradiction unreasonably inhibited the administering of justice. Section 2 – Time for Submission

Motions to Rehear must be submitted within seven (7) calendar days of the posted opinion.

A. Only Justices to have heard the original case shall sit on a rehearing. Section 3 – Scheduling

The Chief Justice reserves the responsibility of reviewing the Motion to Rehear and to grant or deny the hearing.

A. If granted, the Chief Justice shall schedule a day for the hearing within three (3) academic calendar days of the motion's submission. Section 4 – Allotted Time

The motioning party shall receive ten (10) minutes to substantiate their claim of a procedural fault. No exhibits or witnesses from the previous case are allowed. All arguments must be germane and target failures to adhere to the S.G.A.C.

A. A Motion to Rehear is considered closed to the public. Only S.G.A. Advisors and the Justices hearing the motion may attend.

Section 5 – Mistrial

A majority vote of Justices to grant the Motion to Rehear shall result in the original ruling being discarded. The original case shall be considered a mistrial. The case shall be reheard according to the procedures listed in Articles 4-10.

Article 12 Internal Procedures

Section 1 – Meetings

The Judicial Court is required to convene at least once an academic calendar month. The Chief Justice may schedule and convene extra meetings at their discretion. Section 2 – Attendance

The Judicial Court's meetings are construed to be mandatory for all Justices. Upon accumulation of at least three (3) unexcused absences, the Judicial Court member will continue to serve in their position at the discretion of the Chief Justice.

Section 3 – Meeting Dress Code

Meetings shall require Judicial Branch members to wear business casual attire, unless otherwise directed by the Chief Justice.

Section 4 – Tenure

Tenure will be defined as the date of the Justice's most recent appointment and confirmation to the present date.

Article 13 Judicial Orders

Section 1 – Definition

A Judicial Order is defined as an official statement or interpretation by the Court. Judicial Orders may be binding on law within the jurisdiction of the Court as outlined in the Judicial Branch Bylaws and Student Government Association Constitution. Judicial Orders shall not be construed to: A. Grant the authority to dictate legislation.

B. Grant the authority to change any existing language of either the S.G.A. Constitution or its accompanying bylaws and documents. Section 2 – Preventative Measure

A Judicial Order may be issued for the resolution of a complaint instead of a full hearing and trial process. If the Chief Justice deems the complaint worthy of consideration, a signature of all justices is required to grant the complaints plea.

Article 14 Removal of Members of the Judicial Branch

Section 1 – Complaints

Any current student or affiliate of Texas A&M University San Antonio may file a complaint concerning a member of the Judicial Branch. This complaint will be reviewed by the Chief Justice.

A. In instances where the complaint concerns the Chief Justice, the Associate Justices shall review the complaint together. The complaint, if deemed worthy by the Associate Justices, shall be forwarded to the Senate for possible impeachment proceedings. Section 2 – Review Procedure

The Chief Justice shall receive seven (7) academic calendar days to summon a performance review committee to assess the complaint. The committee shall be composed of the Chief Justice and Associate Justices.

A. If the complaint is made by a member of the Court, they immediately forfeit their role in the review process. Section 3 – Evaluation

Upon evaluation of the complaint, the performance review committee may remove an individual from the Judicial Branch if it can be proven beyond a reasonable doubt that at least one of the following are true:

A. Gross negligence of their duties, as outlined in the S.G.A. Constitution, has taken place.

B. Gross negligence of their duties, as outlined in the S.G.A. Judicial Bylaws, has taken place.

C. Disgraceful abuse of their authority as a member of the Judicial Branch has taken place.

Section 4 – Voting for Removal

A majority vote of the performance review committee shall be necessary to remove any member from the Judicial Branch.

A. Votes of the performance review committee are considered final and unappealable. Section 5 – Resignation

Any accused member of the Judicial Branch may choose to resign from their office before a vote from the performance review committee is held.

A. Resignation in the context of a complaint is considered irreversible in the same way performance review committee votes are unappealable. Section 6 – Impeachment of the Chief Justice
Following the impeachment of the Chief Justice by the Senate, the most tenured Associate Justice shall assume the position of Chief Justice until a new Chief Justice has been officially confirmed. Section 7 – Judicial Branch Members in Elections
If a member of the Judicial Branch decides to officially enter as a candidate for any election regulated by Texas A&M Student Government Association, they immediately and automatically resign from their current role. If, in the event of a loss, the former member desires to return to their previous position, they must proceed through the normal and regular process or nomination and confirmation as set forth in the Constitution. Section 8 – Chief Justice Removal Discretion
The Chief Justice reserves the authority to remove members of the Judicial Branch from office for the academic reasons as outlined in Article 15.

Article 15 Academic Policy

Section 1 – Academic Standing
All members of the Judicial Branch must adhere to the Academic Honesty policies as set forth in the Texas A&M University San Antonio Handbook. No member of the Judicial Branch may be on scholastic or conduct probation with the University.

A. Failure to maintain adherence to University Academic Honesty policies constitutes grounds for removal as outlined in Article 14 of these bylaws. Section 2 – GPA
All undergraduate and graduate members of the Judicial Branch must maintain a 2.5 and 3.0 cumulative grade point average respectively.

A. Failure to maintain a sufficient cumulative grade point average constitutes grounds for removal as outlined in Article 14 of these bylaws.

Article 16 Judicial Branch Bylaw Amendments

Section 1 – Voting
Amendments to the Judicial Branch bylaws must pass by a two-thirds (2/3) vote of Justices. Bylaws shall be binding only upon a signature from the Chief Justice and shall be sent to the Senate. Section 2 – Revision Date
A revision date located on the first page of this document shall signify the last instance these bylaws were amended. The Chief Justice shall update the date when necessary and appropriate.

A. A fixed date located on the first page of this document shall signify when these bylaws were originally established. Section 3 – Formatting
The Chief Justice may, at any time, altar the formatting of this document to be consistent with the S.G.A.C.

A. This section does not authorize the Chief Justice to alter the 1) functionality, 2) rules, 3) authority, or 4) jurisdiction of any article located in these bylaws.

B. The Chief Justice must notify the other members of the Judicial Branch how and when formatting changed. Formatting changes shall constitute a minor revision to the Bylaws.



Title 5 - Student Government Association Election Code

Texas A&M University-San Antonio

Positions

The positions subject to the Election Code shall be:

1. President
2. Vice President
3. Senator

Qualifications

I. President

Candidates for the office of President shall meet all requirements of the Constitution regarding the office of the President.

II. Vice-President

Candidates for the office Vice-President shall meet all requirements of the Constitution regarding the office of the Vice-President.

III. Senator

Senatorial candidates shall meet all requirements of the Constitution regarding the office of Senator.

Campaign Procedures:

- No candidate may appear on a ballot who has not previously submitted an application, duly received before the deadline
- Candidates will be verified to ensure that they are in compliance with all provisions of the Election Code and the qualifications for the office for which they are a candidate
- No candidate shall be on a ballot who has not completed their required Election Training conducted by the Election Commissioner
- A candidate's campaigning expenses will be out of pocket and cannot exceed the following amounts:
  - President $500.00 ○ Vice President $250.00 ○ Senators $100.00
- All candidates shall submit an expense report to the Election Commissioner. All amounts spent must be detailed on the expense report. All expenditures must have an accompanying receipt. Expenditures shall be verified by the Judicial Branch and the Election Commissioner.
- No candidate may campaign outside of the designated election timeline.
- Any student assisting a candidate shall be recognized as campaign staff. The candidate assumes responsibility for all actions of campaign staff conducted as a part of the campaign.
  - Any damages created as a result of a candidate's campaigning shall be paid for by the candidate responsible.
  - All printed campaign material must comply with University guidelines regarding posted material. ○ All campaign materials must be removed within seventy-two (72) hours of election results being posted.
  - Candidates and campaign staff may not remove, cover up/conceal (by any means), destroy, or vandalize another candidate’s materials.
  - Candidates may not use the official labels or logo of Student Government or Student Senate on their campaigning material
  - The Election Commissioner/Judicial Branch will review all campaign material prior to use. ● Any disqualified candidate bears the responsibility for removal of campaign material.

- Candidates are advised that if they are elected, they will be working with University faculty and staff; therefore, defaming language toward University faculty and staff is ill advised. ● Complaints against other candidates shall be submitted to the Judicial Branch

Election Season

The SGA elections shall be conducted during the Spring Semester of the Academic Year. The Election shall be conducted in four phases as follows:

Phase 1: Solicitation of Candidate Pool

The solicitation of the candidate pool shall commence upon the first day of the Spring Semester. The Executive Branch assumes responsibility for advertising the SGA Elections to the Student Body. The Judicial Branch shall begin to accept applications for candidacy upon the first day of the Spring Semester for verification. Upon verification of the application, the application shall be forwarded to the Election Commissioner.

The Solicitation Phase shall conclude on the Friday of the Second Full Week in February.

Phase 2: Training of Candidate Pool

The Training phase shall commence upon the Monday of the Third Full Week in February. The Judicial Branch maintains oversight of the training, which shall be conduced by the Election Commissioner or their delegates. The training shall instruct the candidates on the rules and regulations of the election. The training phase shall conclude upon the last day of February.

Phase 3: Campaign

The SGA Campaign shall commence upon the First Day of March and end on the Last Day of March.

Phase 4: Election

The SGA Election shall occur during the First Full Week in April and shall last three class days (Monday, Tuesday, and Wednesday). The results of the election shall be announced in an open forum on the Friday of the First Full Week in April.

Election shall be by simple majority. In the even of a tie, there will be a run-off election.

Run-off elections, if needed, shall be held the next week for two (2) continuous class days. Final run-off results shall be printed on the morning following the close of the run-off election.

All election results will be verified by the Judicial Branch and announced by the Election Commissioner.

An election may be contested through the Judicial Branch. The Judicial Court shall resolve the dispute in accordance with the policies and procedures of the Judicial Bylaws.

Polling Procedures

Polling shall be conducted virtually through JagSync. No physical polling locations shall be designated.

Oversight Authorities

I. Legislative

The Legislative Branch maintains legislative authority of the Election Code. Revisions to the Election Code shall be in the form of a Senate Bill, duly introduced, debated, and ratified in accordance with the Constitution.

II. Executive

The Executive Branch shall execute the provisions of the election code through the appointment of an Election Commissioner who shall execute the Election.

III. Judicial

The Judicial Branch shall arbitrate the Election Code. Any interpretation, dispute resolution, or arbitration of the Election code shall be performed by the Judicial Court of SGA. The Judicial Court maintains overall supervisory authority over elections to ensure fair and impartial elections in accordance with the Constitution. All rulings of the Judicial Court regarding Elections are final and binding.

IV. Election Commission

Each branch shall designate a representative to serve as a member of the Election Commission. No representative that serves on the Election Commission shall be a person subject to the Election Code. The Election Commission shall be chaired by the Election Commissioner. The purpose of the Election Commission shall be to assist the Election Commissioner in the execution of the election, as well as to serve as initial dispute resolution. All election disputes will first be reviewed by the Election Commission for resolution. The Judicial Court will approve or reject the dispute resolutions proposed by the Election Commission.

Special Fall Election

A special election may be held in the Fall Semester to elect a Senator for any vacant seats and may be filled by qualified candidates. The special election may also include constitutional amendments. Additional candidates for positions subject to the Election Code may be approved by the Judicial Court on a case-by-case basis.

Solicitation of Candidates shall be held during the first two full weeks of the Fall Semester

The training shall be held during the third full week of the fall semester.

The campaign shall be held during the fourth full week of the Fall semester and continue until the fifth full week of the fall semester.

Voting should occur during the sixth full week of the fall semester and shall last two days. The results shall be announced on the third day of the sixth full week of the fall semester.