The Constitution:
for the Student Government Association of the University of New Orleans

Submitted by: Senator Charles Hollis, Chairman of the 2014-2015 Constitutional Reform Committee

On Behalf of the Full Committee

Adopted by the University of New Orleans Student Body on May 8, 2015.
Background:

The drafting of this Constitution took place over the course of the Fall and Spring semesters of the 2014-2015 academic year. The Student Government Senate at the time created a Constitutional Reform Committee to be Chaired by the Parliamentarian Charles Hollis to investigate the current problems of the Student Government Constitution and find solutions to address them via reform or if necessary the drafting of a new constitution. The Student Government Senate nominated and appointed remaining membership of the the 2014-2015 Constitutional Reform Committee whose membership included:

Student Affairs Chairman Chance Aucoin  
Student Government President David Teagle  
Student Government Vice President Jessica Willis

Through their combined efforts this constitution was drafted and submitted to the UNO Student Government Senate as a legislative instrument, that with passage would allow for a Student Referendum to take place on the question of whether or not to implement this constitution.

This Constitution was designed upon the simple premise to incorporate all students and student organizations into a single overseeing entity with uniform rules and procedures. The issues of the previous constitution were many and fundamentally ingrained within the document. In addition the previous constitution organized the student’s governing body as a student government as opposed to a student government association. This difference resulted in student organizations receiving autonomy, but no legal protection to exist or equal access to funding and the resources associated with combined organization. On the basic level the reintegration of the Student Government (the student governing organization) and the Student Activities Council (the student programming board) under one organization again allowed for cooperation to resume between the two largest most funded student organizations on campus. The move to organization under a Student Government Association brings the University of New Orleans up to the standard of the UL system in which we existed as the only school without an SGA.

These changes were required to ensure the legal protection for all students at the University of New Orleans and the ability to centralize student efforts toward the total improvement of the UNO experience. With the passage of this document the student body at UNO has a greater opportunity to voice their opinions and exercise their right to self-governance. It is the hope of the 2014-2015 Constitutional Reform Committee that our work shall allow for a better UNO to thrive and grow for the Students, improving their ability to self-govern and self-determine the future of this institution.
Index:

Preamble Page 3
Definitions Page 3
Article I: General Provisions Page 6
Article II: Executive Department Page 14
Article III: Legislative Department Page 21
Article IV: Judicial Department Page 48
Article V: Programming Department Page 52
Article VI: Privateer Council Department Page 54
Article VII: Impeachment and Removal Page 55
Article VIII: Removal of Student Groups Page 57
Article IX: Removal of UNOSGA Staff Employment Page 57
Article X: Constitutional Reform Page 58
Article XI: Central Hiring Committee (CHC) Page 58
Article XII: Central Budget Committee (CBC) Page 59
Article XIII: Election Commission Page 63
Article XIV: Greek Council Page 64
Article XV: Executive Fee Committee (EFC) Page 65
Article XVI: Implementation and Ratification Page 65
Article XVII: Supremacy Clause Page 66
Article XVIII: Oath of Office Page 66
Preamble:

We the Students of the University of New Orleans hereby establish this Constitution, not because it was asked of us, but because students deserve to be governed and represented in the fairest, and most democratic way possible. This Constitution builds upon the past, but recognizes that to fulfill the promise of a better UNO for students there must be critical revision and review. That progress is not simply the passage of years, but the work and efforts of many individuals striving forward. That the future we envision demands the tools to build it. For as the University of New Orleans goes so shall the city of New Orleans. For the welfare of the city is inexorably linked to the success of academia’s mission to provide the opportunity for societal advancement, and we as students have chosen to stand together honor that sacred mission.

Definitions:

Good Standing – a status of never having been expelled or convicting of crime of the SGA leading to being removed from office.

Electorate – constituents; those for whom an officer/official is designated to represent.

Departmental leader – The UNOSGA officer who is the SGA head of their respective department.

Regularly scheduled meeting – meetings which are scheduled on a regular basis in the UNOSGA Master Calendar.

Non-binding resolution - a written motion adopted by a deliberative body that cannot progress into a law. The substance of the resolution can be anything that can normally be proposed as a motion.

Student Referendum - is a direct vote by the electorate on a single political question that has been referred to them for a direct decision.

Political Question - an amendment to the UNOSGA Constitution, a request to fund something through an increase of tuition, a request to fund something though creation
and/or increase of a fee or fees, a law, or the allocation of funds from a UNOSGA controlled account or fund.

Rules and Procedures - the rules, ethics, procedures, regulations, and customs governing meetings and other operations of a department.

By-Laws - regulatory laws which may apply to a certain area of the UNOSGA or to the entire UNOSGA.

Veto – rejection of an active legislation passed by the relevant legislative body.

Ex-officio – position tied directly to the officer’s job description.

Slate system - is a group of candidates that run in multi-seat or multi-position elections on a common platform.

Executive Fund – fund only able to be accessed through Executive Orders by the President.

Senate term - one academic year beginning at the Invocation during the UNOSGA Spring Inauguration.

Senate Operating Account – the money set aside for the Senate to allocate through passed legislation.

Senate Reserve Account – money accumulated from fund left over from each senate term and used for one-time purchases.

Financial legislation – legislation with money tied to it.

Monthly Allocation Block – allocation requests issued by organization and university departments bundled together by the finance committee for the senate to vote upon as one piece of legislation.

Discriminatory - making or showing an unfair or prejudicial distinction between different categories of people or things, especially on the grounds of race, age, or sex.

Filed motion – a written motion.
Legislative jurisdiction – to have the prerogative to write legislation.

Censure – for a senator to be prohibited from being recognized by the Presiding Officer for any further discussion at said meeting.

Recusal request – request to be exempt from being asked to vote, speak, or deliberate on any issue due to bias or conflict of interest.

Retroactive – taking effect from a date in the past.

Star Chamber – a council of the heads of the five (5) UNOSGA departments called upon to consider rare and severe issues relevant to the entire UNOSGA.
1. Article I. General Provisions

1.1. Establishment:

1.1.1. The name of this organization shall be the University of New Orleans Student Government Association (UNOSGA, Student Government Association, or SGA.)

1.1.2. The UNOSGA is the governing, representative, deliberative, and administrative organization of the student body of the University of New Orleans, and is a duly constituted and legally recognized independent collegiate organization within the University of New Orleans (UNO.)

1.1.3. The UNOSGA shall be the only Student Body Governing Organization.

1.1.4. All other Student Organizations shall be considered a part of the UNOSGA.

1.1.5. The UNOSGA shall be governed and operated by following UNOSGA policy.

1.1.6. UNOSGA policy consists of the UNOSGA Constitution, By-laws, and the Department Rules & Procedures.

1.2. Purpose:

1.2.1. The UNOSGA is a Student Body Governing Organization through which students can:

1.2.1.1. Express their concern for the welfare of students at the University,

1.2.1.2. Develop and disseminate ideas for the improvement of student life and education,

1.2.1.3. Contribute to the formation of relevant University policy,

1.2.1.4. Control the allocation and budgeting of all Student Self-Assessed Fees paid by students,

1.2.1.5. Promote Cooperation among UNO Students, Faculty, Staff, and Administration,

1.2.1.6. Protect the right of UNO Student Body,

1.2.1.7. Provide official channels through which the opinions and desires of UNO students may be expressed formally,

1.2.1.8. Promote the academic freedom, responsibility, excellence, and diversity of UNO Students,

1.2.1.9. Foster awareness of the UNO student’s position and welfare on campus, in the metropolitan area, state, national, and international communities,
1.2.1.10. Send representatives to the local, state, and national governments to advocate on behalf of the UNO Student Body and UNO as an institution.

1.3. **Antidiscrimination Policy:**
1.3.1. The University of New Orleans and the UNOSGA does not discriminate on the basis of race, color, age, ethnicity, religion, national or ethnic origin, pregnancy, sexual orientation, gender identity or expression, genetic information, sex, marital status, physical or mental disability, or veteran status (special disabled veterans, disabled veterans and Vietnam-era veterans), or any other characteristic protected under applicable federal or state law.

1.4. **UNOSGA Membership:**
1.4.1. UNOSGA Membership includes of all duly enrolled students and all SIL registered student organizations in good standing with the Office of Student Involvement and Leadership and the UNOSGA.
1.4.2. Upon the UNOSGA Constitution’s ratification all SIL registered Student Organizations are considered in good standing.
   1.4.2.1. Good standing shall be reviewed annually, with the procedure to be defined in the UNOSGA By-Laws.
   1.4.2.2. This does not preclude the possibility of losing good standing throughout the year.

1.5. **Voting Rights:**
1.5.1. All duly enrolled students shall be considered eligible to vote in any election sponsored by the UNOSGA.
   1.5.1.1. This provision shall not be interpreted as to mean that all duly enrolled students comprise the electorate for any election.
   1.5.1.2. An UNOSGA election’s electorate shall be defined in the rules establishing that position’s election process.
   1.5.1.3. Defining the electorate for each established and created electable position is required.

1.6. **UNOSGA Organizational Structure:**
1.6.1. The UNOSGA shall consist of five departments:
   1.6.1.1. the Executive Department
   1.6.1.2. the Legislative Department
   1.6.1.3. the Judicial Department
   1.6.1.4. the Privateer Council Department
   1.6.1.5. the Programming Department

1.7. **UNOSGA Departmental Leadership:**
1.7.1. The UNOSGA Departmental Leaders shall be:
1.7.1.1. For the Executive Department:
   1.7.1.1.1. the UNOSGA President

1.7.1.2. For the Legislative Department:
   1.7.1.2.1. the UNOSGA Vice President for Legislative Affairs

1.7.1.3. For the Judicial Department:
   1.7.1.3.1. the UNOSGA Supreme Court Chief Justice

1.7.1.4. For the Privateer Council Department:
   1.7.1.4.1. the Privateer Council Secretary General

1.7.1.5. For the Programming Department:
   1.7.1.5.1. the UNOSGA Vice President for Programming

1.8. The UNOSGA Officers shall be:
   1.8.1. Any Departmental Leader, Executive Department Officer, any Privateer Council Representative, any Senate Officer, any SAC Officer, any Justice of the Supreme Court, any Judge of a Lower Court, any Senator, and other Officer Prescribed in the UNOSGA By-laws.

1.9. UNOSGA Officials:
   1.9.1. The UNOSGA Officials shall be:
      1.9.1.1. All Non-UNOSGA Officers appointed or inducted by a department.
      1.9.1.2. This would include positions like senators and SAC voting members.

1.10. UNOSGA Officer and Official Qualification Standards:
   1.10.1. To be a UNOSGA Officer and/or Official these minimum standards must be met at the time of qualifying for a position.
   1.10.2. The minimum standards for all UNOSGA Officers and Officials are:
      1.10.2.1. At least a 2.0 GPA.
      1.10.2.2. Enrolled in at least nine (9) credit hours if an Undergraduate student;
      1.10.2.3. or enrolled in at least six (6) credit hours if a Graduate student.
      1.10.2.4. In good standing with UNO and the UNOSGA.
      1.10.2.5. To not have been removed and/or impeached from any UNOSGA Officer or Official position.

1.11. Departmental Qualification Standards Authority:
   1.11.1. Each Department may create more stringent Qualification standards for any position.
      1.11.1.1. Increased qualifications must be initiated by the Departmental Leader of the relevant department or the Constitution Review Board.
      1.11.1.2. Increased qualifications must be approved by the UNOSGA Senate by a simple majority of seated senators.
1.11.2. Increased Qualification standards may be lowered, but are prohibited from being lower than the Constitutionally defined minimum requirements.

1.11.2.1. Lowering Qualification standards must be approved by the UNOSGA Senate by a ⅔ majority of seated senators.

1.12. Exclusionary Office Rule:

1.12.1. No Student shall hold more than one position as a Departmental Leader or a UNOSGA Officer, concurrently.

1.12.1.1. Unless holding multiple positions is explicit to their office, or it is voting non-officer membership to the Privateer Council and/or SAC.

1.12.2. This rule does not in anyway prohibit membership or officer status to other student groups.

1.13. UNOSGA Meeting Scheduling Policy:

1.13.1. There shall be a publically accessible UNOSGA Master Calendar.

1.13.1.1. The Master Calendar shall include, at minimum, all UNOSGA meetings, UNOSGA events, and UNOSGA sponsored events.

1.13.2. The Office Manager shall maintain the UNOSGA Master Calendar.

1.13.3. For all UNOSGA meetings, the Office Manager shall act as the UNOSGA scheduler.

1.13.4. As UNOSGA scheduler, the Office Manager will approve or deny all schedule requests filed.

1.13.5. Once a schedule request is approved it shall be added to the UNOSGA Master Calendar and is considered a valid meeting.

1.13.6. The Office Manager must file a denial justification for all schedule request denials that they make.

1.13.7. The Office Manager shall not approve meetings that conflict with already established meeting times, unless there exists no other available time for a meeting to occur that the participants can be available.

1.13.8. A permanent change to a regularly scheduled meeting must be approved seven (7) calendar days prior to the proposed meeting date.

1.13.9. All regularly scheduled meetings have to have their regular meeting time established by the second week after the Spring General Elections, or within two weeks of creation.

1.13.9.1. Any committee chair may petition to the office manager to have their meetings be regularly scheduled on the UNOSGA Master Calendar.

1.13.10. The Regular Scheduled Meetings may include:

1.13.10.1. Senate Sessions

1.13.10.2. Standing Senate Committee Meetings
1.13.10.3. Legislative Executive Committee Meetings
1.13.10.4. Executive Cabinet Meetings
1.13.10.5. Supreme Court Meetings
1.13.10.6. Central Budget Committee (CBC) Meetings
1.13.10.7. CBC Sub-Committee Meetings
1.13.10.8. Privateer Council Meetings
1.13.10.9. Student Activities Council (SAC) Cabinet Meetings
1.13.10.10. Student Activities Council (SAC) Meetings
1.13.10.11. Election Commission Meetings
1.13.10.12. Any Executive Committee Established
1.13.10.13. Any Legislative Committee Established
1.13.10.14. And any other Regular Meeting established within UNOSGA policy.

1.13.11. Special Senate sessions must request a scheduled time with the Office Manager forty-eight (48) hours in advance of the proposed meeting time.

1.13.12. Irregular (Special/Unscheduled/One-off) meetings shall have their schedule request filed with the Office Manager seven (7) calendar days in advance of the proposed meeting time.

1.13.12.1. Department Leaders may call for ad hoc emergency meetings only requiring twenty-four (24) hours of notice, to the attendees and the office manager to be valid.

1.13.12.2. The Office Manager is required to communicate emergency meetings and inform all relevant parties and update the UNOSGA Central Calendar.

1.13.13. Regular Senate Sessions are to be regularly scheduled on Fridays at 2:00PM.

1.13.14. Regular Senate Sessions are required to happen at least bi-weekly.

1.13.15. The first regular Senate Session is to occur the first Friday of each semester.

1.13.16. In the event that a conflict arises in which the University is not open or a holiday is occurring which results in a regular Senate Session to not be able to occur, a Senate Session shall be scheduled for the next possible Friday.

1.13.17. All regular Senate Sessions shall be scheduled with the Office Manager by the third week of each semester.

1.14. UNOSGA Retreats:

1.14.1. The purposes of the UNOSGA Retreats are the training and development of the UNOSGA Officers, Officials, and Staff for the betterment of UNO and the UNOSGA.
1.14.2. A UNOSGA retreat must take place within fourteen (14) calendar days of the start of a semester.

1.14.3. There must be at least one (1) UNOSGA retreat per semester.

1.14.4. The Vice President is responsible for the organization and execution of the UNOSGA Retreats.

1.14.5. All UNOSGA Officers and Officials are required to attend at least one UNOSGA retreat a year. Unless otherwise specified within the UNOSGA constitution or UNOSGA By-Laws.

1.14.6. Failure to attend a UNOSGA Retreat results in immediate removal from your UNOSGA position.
   1.14.6.1. The Vice President is required to maintain a list of all UNOSGA Officers and Officials who have attended or need to attend a UNOSGA retreat.
   1.14.6.2. The Vice President shall inform any UNOSGA Officer or Official who is at risk of losing their office from not attending a retreat at least fourteen (14) calendar days before the final UNOSGA retreat of the academic year.
   1.14.6.3. The Vice President shall inform any UNOSGA Officer or Official who did not attend a UNOSGA retreat after the final retreat takes place that they have been removed from their position.

1.15. Executive or Judicial Vacancy Policy:

1.15.1. In the event of an Executive department or Judicial department vacancy, The UNOSGA President is required to make a formal announcement of his appointment to this position at the next UNOSGA Senate Session.

1.15.2. A formal announcement of an appointment to fill a Judicial or Executive Department Vacancy consists of:
   1.15.2.1. The filing of an Appointment Form by the UNOSGA President with the Vice President of Legislative Affairs prior to the next Senate Session following a vacancy.
   1.15.2.1.1. The Appointment Form must contain the appointee’s:
      1.15.2.1.1.1. Name
      1.15.2.1.1.2. Student ID Number
      1.15.2.1.1.3. Major
      1.15.2.1.1.4. College
      1.15.2.1.1.5. Position being appointed to
      1.15.2.1.1.6. A list of Campus Organization Memberships and Positions held and for what duration, past and present.
      1.15.2.1.1.7. All UNOSGA Positions held and for what duration, past and present.
      1.15.2.1.1.8. Resume
1.15.2.1.2. The Vice President of Legislative Affairs shall make this information available for all bodies that are deliberating the appointment.

1.15.2.2. The oral announcement at the next Senate Session following a vacancy.
   1.15.2.2.1. The oral announcement shall not take place until after the filing of an Appointment Form with the Vice President of Legislative Affairs.

1.15.3. Following the formal announcement at the Senate Session, the UNOSGA Senate Rules Committee must conduct an appointment hearing for the appointee no later than two days prior to the next scheduled senate session.
   1.15.3.1. It may take place as a part of the agenda of their scheduled weekly meetings, timeframe permitting.
   1.15.3.2. The UNOSGA President may contact the Senate Parliamentarian and Senate Chief Communications Officer prior to the oral announcement at the Senate Session.
     1.15.3.2.1. Once contacted the Parliamentarian may schedule an Appointment Hearing meeting time with the Office Manager.
     1.15.3.2.2. Once contacted the Senate Chief Communication Officer may publicize the appointment.

1.16. Non-Binding Resolutions:
   1.16.1. A non-binding resolution is a written motion adopted by a deliberative body that cannot progress into a law. The substance of the resolution can be anything that can normally be proposed as a motion.
   1.16.2. This type of resolution may be used to express the body's approval or disapproval of something that they cannot otherwise vote on, due to the matter being handled by another jurisdiction, or being protected by a constitution.
   1.16.3. This type of resolution carries no legal weight, only stating the opinion of that deliberative body.
   1.16.4. The Legislative, Privateer Council, and Executive Departments may adopt Non-Binding Resolutions.
     1.16.4.1. After the adoption of a Non-Binding Resolution by any of these Departments the remaining bodies may vote to also adopt the Non-Binding Resolution.
1.16.5. A Non-Binding Resolution is adopted by a simple majority vote of the present voting members of the department’s deliberative body attempting to adopt it.

1.16.6. Non-Binding Resolutions are either:

1.16.6.1. A Simple Resolution - A Non-Binding Resolution adopted by One Department.

1.16.6.2. A Joint Resolution - A Non-Binding Resolution adopted by Two Departments.

1.16.6.3. A UNOSGA Resolution - A Non-Binding Resolution adopted by all Three Departments.

1.17. Student Referendums:

1.17.1. A Student Referendum is a direct vote by the electorate on a single political question that has been referred to them for a direct decision.

1.17.2. The political question for a Student Referendum may include, but is not limited to an amendment to the UNOSGA Constitution, a request to fund something through an increase of tuition, a request to fund something though creation and/or increase of a fee or fees, a law, or the allocation of funds from a UNOSGA controlled account or fund.

1.17.3. The Executive and Legislative Departments shall have the authority to submit referendums.

1.17.3.1. Executive Referendums shall be initiated from the executive department.

1.17.3.2. Legislative Referendums shall be initiated from the legislative department.

1.17.3.3. UNOSGA Joint Referendums shall be initiated with the consent of the both the executive and legislative departments and is the only means by which the constitution may be altered/reformed.

1.17.3.4. Approved and valid referendums shall be voted on by the relevant electorate during the next election.

1.18. Department Rules & Procedures:

1.18.1. Each Department shall maintain their own Rules & Procedures.

1.18.2. A department’s Rules & Procedures are the rules, ethics, procedures, regulations, and customs governing meetings and other operations of a department.

1.18.3. Department Rules & Procedures may be altered and made as long as they only affect the operation of the relevant Department in which the Department Rules & Procedures exist for.

1.18.4. Department Rules & Procedures may not contradict or conflict with any part of the UNOSGA Constitution or UNOSGA By-laws.
1.18.5. Alterations to Executive or Judicial Department Rules and Procedures must be submitted to the UNOSGA Senate for approval.

1.18.5.1. Approval shall be determined by a simple majority vote of all seated senators.

1.18.5.2. To overturn or amend Executive or Judicial Departmental Rules & Procedures it requires a ¾ vote of all Senators.

1.18.6. Alterations to the Legislative Department Rules and Procedures must be submitted to the Executive branch for approval.

1.18.6.1. Approval will require the signature of the president. Failure of receiving this signature would result in an appeal process through the Judicial Department.

1.18.7. Alterations to the Programming Council Department Rules and Procedures must be submitted to UNOSGA Senate for approval.

1.18.7.1. Approval will require the signature of the president. Failure of receiving this signature would result in an appeal process through the Judicial Department.

1.19. UNOSGA By-Laws:

1.19.1. UNOSGA By-laws are regulatory laws which may apply to a certain area of the UNOSGA or to the entire UNOSGA.

1.19.2. A UNOSGA By-Law may not contradict or conflict with any part of the UNOSGA Constitution.

1.20. UNOSGA Fund Expenditure:

1.20.1. The UNOSGA Vice-President must be notified of all expenditures of UNOSGA controlled funds out of any UNOSGA account prior to submission to the appropriate UNO office for processing.

2. Article II. Executive Department:

2.1. Vesting of Power:

2.1.1. All executive authority granted in the University of New Orleans Student Government Association Constitution shall be vested in the officers of the Executive Department.

2.2. Purpose:

2.2.1. The University of New Orleans Student Government Association Executive Department, herein referred to as the Executive Department, shall serve as the executive body, in order to create an all-encompassing UNOSGA that will serve the student body.

2.3. General Provisions:

2.3.1. The Executive Department shall be organized with authority vested within the executive officers, cabinet officers, officials, and staff to carry out the

2.4. **Departmental Leader:**

2.4.1. The Departmental Leader of the Executive Department shall be the UNOSGA President.

2.4.2. The UNOSGA President shall be referred to as the President.

2.4.3. The president is an executive officer position.

2.4.4. To qualify to be the president a student must have at least a cumulative 2.5 GPA.

2.4.5. **The Powers and Duties of the President shall be:**

2.4.5.1. To call meetings of the entire student body.

2.4.5.2. To call a Special Session of the UNOSGA Senate with forty-eight hours notice to the UNOSGA Senate.

2.4.5.3. To issue executive allocations from the Presidential Operations account in accordance with the improvement of the UNOSGA.

2.4.5.4. To issue the Executive Branch Charter each year by executive order at the commencement of the fall legislative session. The Executive Branch Charter shall set forth the operating procedures for the executive branch and shall not contain any rules or regulations that change the operation of the legislative branch as specified in their rules and procedures.

2.4.5.5. All other Powers and Duties prescribed for in the UNOSGA By-Laws or the Department Rules & Procedures.

2.4.6. **The President shall have the following approval and veto power over Senate legislation:**

2.4.6.1. The president may approve or veto any legislation enacted by the Senate, except those pertaining to the rules, regulations and procedures of the Senate;

2.4.6.2. The presidential veto must be exercised within seven (7) calendar days of receipt of such legislation by his or her office, in accordance with procedures set forth by SG law, failure to veto legislation in a timely manner will result in default of such right, thus causing automatic adoption of the legislation.

2.4.6.2.1. The president shall be required to inform the Senate in a concise and complete written document the reason(s) for the exercise of his or her veto within the same seven (7) day time period.

2.5. **Executive Officers:**
2.5.1. **General Provisions:**

2.5.1.1. Each executive officer will be the department leader or equivalent to their respective departments or area of oversight.

2.5.1.2. Executive officers are charged with coordination and implementation of the activities and policies of the entire UNOSGA.

2.5.1.3. To qualify to be an executive officer a student have at least a cumulative 2.25 GPA.

2.5.1.4. **Each Executive Officer is granted executive authority to:**

2.5.1.4.1. Create additional operating procedures as long as they do not conflict with existing policies.

2.5.1.4.2. Allocate funds from their individual executive officer accounts to improve their department or the UNOSGA as a whole.

2.5.1.4.3. Establish executive committees, or programs to fulfill a function not already provided for in UNOSGA policy.

2.5.2. **Executive Department Officer Tuition Waivers:**

2.5.2.1. The President, Vice-President, Vice-President of Legislative Affairs, and Vice President of Programing will all receive tuition waivers.

2.5.3. **Executive Department Officer Terms:**

2.5.3.1. Executive Department Officer terms will be the length of one senate term beginning at the Invocation during the UNOSGA Spring Inauguration.

2.5.4. **The Officers of the Executive Department will be:**

2.5.4.1. UNOSGA President

2.5.4.2. UNOSGA Vice-President

2.5.4.3. UNOSGA Vice-President of Legislative Affairs (Senate Presiding Officer)

2.5.4.4. UNOSGA Vice-President of Programing (President of Student Activities Council)

2.5.4.5. Secretary General of the Privateer Council

2.5.4.6. Secretary of Greek Life

2.5.5. **Executive Department Officer Eligibility:**

2.5.5.1. The hour requirement is to be 45 credit hours completed or be a graduate student.

2.5.5.2. Every executive officer is expected to work for the UNOSGA for a minimum of ten (10) hours, five (5) of which are in the offices.

2.5.5.3. Executive officers shall receive hourly salaries.
2.5.5.4. To run for an executive position, as opposed to being appointed to one, the candidate must have held a leadership position in a student organization for one semester or have held a UNOSGA officer or official position for one semester.

2.5.6. The Powers and Duties of the Vice-President:

2.5.6.1. To execute the powers and duties of the president in their absence.
2.5.6.2. To perform all other duties assigned to it by the president or as proscribed in the UNOSGA By-Laws.
2.5.6.3. To oversee the various executive officials and cabinet officers ensuring their duties are fulfilled.
2.5.6.4. To be responsible to the UNOSGA for any information related to any funds generated or appropriated for UNOSGA use.
2.5.6.5. To be responsible to the UNOSGA Senate for continued review of expenditures of any funds generated or appropriated for UNOSGA use.
2.5.6.6. To keep and make available a permanent financial record of all transactions entered into, by and on behalf of the UNOSGA.
2.5.6.7. To approve of all expenditures of UNOSGA funds prior to submission to the appropriate UNO office for processing.
2.5.6.8. To approve of all expenditures of UNOSGA funds out of the Administrative Budget prior to submission to the appropriate UNO office for processing.
2.5.6.9. To review the financial condition of the UNOSGA and submit financial statements to the Senate for each Senate Session.

2.5.7. The Powers and Duties of the Vice-President of Legislative Affairs:

2.5.7.1. To include all powers and duties outlined in Article III.
2.5.7.2. To nominate appointments to fill Legislative Department vacancies.
2.5.7.3. And all other powers and duties prescribed for in the UNOSGA By-Laws or the department rules and procedures.

2.5.8. The Powers and Duties of the Vice-President of Programming:

2.5.8.1. To include all powers and duties outlined in Article V.
2.5.8.2. To manage and oversee the Student Activities Council.
2.5.8.3. To nominate appointments to fill Programming Department vacancies.
2.5.8.4. And all other powers and duties prescribed for in the UNOSGA By-Laws or the department rules and procedures.

2.5.9. The Powers and Duties of the Secretary General of the Privateer Council:
2.5.9.1. To include all powers and duties outlined in Article VI.
2.5.9.2. To manage and oversee the Privateer Council.
2.5.9.3. To have the power to preside over all meetings of the Privateer Council and to cast a vote in the Privateer Council to break a tie.
2.5.9.4. And all other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

2.5.10. The Powers and Duties of the Secretary of Greek Life:
2.5.10.1. To include all powers and duties outlined in Article XIV.
2.5.10.2. To have the power to preside over all meetings of the Greek Council and to cast a vote in the Greek Council to break a tie.
2.5.10.3. To manage and oversee the Greek Council.
2.5.10.4. All other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

2.6. Cabinet Officers:
2.6.1. General Provisions:
2.6.1.1. The cabinet officers shall perform all duties assigned by the executive officers and all other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.
2.6.1.2. The cabinet officers shall be appointed by the president, unless otherwise specified, and confirmed by the UNOSGA Senate.
2.6.1.3. Shall be ex-officio members of the Presidential Cabinet.
2.6.1.4. The cabinet officials shall be appointed on a slate system.
   2.6.1.4.1. Presidential slates shall be submitted to the UNOSGA Senate Rules Committee two weeks prior to the spring general election by each presidential ticket.
   2.6.1.4.2. Any alternative candidates for the slate must also be specified so they may be vetted by the Rules Committee.
   2.6.1.4.3. A cabinet officer serves until the end of that president’s incumbency and the confirmation of their successor.
      2.6.1.4.3.1. In the case of a resignation, removal, or impeachment, cabinet officers shall retain their positions.

2.6.2. The Cabinet Officers of the Executive Department will be:
2.6.2.1. President’s Chief of Staff
2.6.2.2. Vice-President’s Chief of Staff
2.6.2.3. Election Commissioner
2.6.2.4. Secretary of Athletics
2.6.2.5. and any other cabinet officers prescribed in the UNOSGA by-laws.

2.6.3. The Powers and Duties of the President’s Chief of Staff:
2.6.3.1. To be responsible for the coordination of the overall Executive Branch under the supervision of the President.

2.6.3.2. To coordinate the process for selection of individuals to be appointed by the President.

2.6.3.3. To plan for meetings of the Presidential Cabinet, under the direction of the President.

2.6.3.4. The Chief of Staff shall represent the President in cases where the President and Vice President are unavailable.

2.6.3.5. To perform specialized assignments delegated by the President.

2.6.3.6. To advise the President on UNOSGA initiatives.

2.6.3.7. To assist and support each Executive Council member with their individual projects and ideas.

2.6.3.8. To help plan and manage weekly Executive Council meetings that serve as the primary source of communication in the Executive branch.

2.6.3.9. To expand student involvement through UNOSGA initiatives and events.

2.6.3.10. To attend UNOSGA Senate meetings, coordinates the activities of Cabinet, chair Cabinet meetings, serve as an advisor to Cabinet members, coordinate communication between the President, Vice President, executive council and Cabinet members.

2.6.4. The Powers and Duties of the Vice-President’s Chief of Staff:

2.6.4.1. To be responsible for the coordination of the overall Executive Branch under the supervision of the Vice-President and President’s Chief of Staff.

2.6.4.2. To coordinate the process for selection of individuals to be appointed by the Vice-President.

2.6.4.3. To represent the President in cases where the President, Vice-President, and President’s Chief of Staff are unavailable.

2.6.4.4. To perform specialized assignments delegated by the Vice-President.

2.6.4.5. To effectively oversee the Central Budget Committee (CBC).

2.6.4.6. To advise the Vice-President on UNOSGA initiatives.

2.6.4.7. To assist and support each CBC member with their individual projects and ideas.

2.6.4.8. To plan and manage CBC meetings.

2.6.4.9. To expand student involvement through UNOSGA initiatives and events.
2.6.4.10. To attend UNOSGA Senate meetings, coordinate the activities of the CBC, chair CBC meetings, serve as an advisor to CBC members, coordinate communication between the President, Vice-President, UNOSGA Executive Committee, cabinet, and CBC members.

2.6.5. **The Powers and Duties of the Election Commissioner:**

2.6.5.1. To oversee and manage any and all elections or referendum votes held by the UNOSGA.
2.6.5.2. To oversee the Election commission.
2.6.5.3. To appoint the Election Commission membership with Senate confirmation.
2.6.5.4. To preside over all meetings of the Election Commision.
2.6.5.5. May request funding to improve the election and election processes of the UNOSGA from the UNOSGA Executive Fund.

2.6.6. **The Powers and Duties of the Office Manager:**

2.6.6.1. To oversee and manage scheduling on the UNOSGA Calendar.
2.6.6.2. Manage all UNOSGA paid officers, officials, and staff.
2.6.6.3. They may request funding from the Executive Officer account to improve the functionality of the UNOSGA staff and office spaces.

2.6.7. **Secretary of Athletics:**

2.6.7.1. To oversee and report on the status of UNO and student athletics and competition teams across the university.
2.6.7.2. To act as the liaison between the UNOSGA and the Athletics Department.

2.6.8. **UNOSGA Marketing Director:**

2.6.8.1. To oversee and manage the marketing division of the UNOSGA.
2.6.8.2. To create or acquire marketing designs, materials, programming, and projects for the promotion of UNOSGA programs, programming series, projects, and proposals for the UNOSGA.
2.6.8.3. They may request funding from the Marketing Account to fulfill these duties.

2.6.9. **UNOSGA Attorney General:**

2.6.9.1. To advise the UNOSGA President, ensures legality with regards to the UNOSGA Constitution, By-Laws, Department Rules & Procedures, and University Policy.
2.6.9.2. To be responsible for investigative procedure of impeachment proceedings.
2.6.9.3. To review legislation passed by the Senate and advise the UNOSGA President on the legality of said legislation with regards
to the UNOSGA Constitution, By-Laws, Department Rules & Procedures, and University Policy.

2.6.9.4. To serve as the prosecutor for all judicial cases.
2.6.9.5. To pursue judicial action against any violations of the aforementioned responsibilities.
2.6.9.6. To serve as a liaison between the grieving party, UNOSGA Executive Officers, the Judicial Court and accused parties.
2.6.9.7. To receive all complaints filed against the UNOSGA to be heard by the Judicial Department.
2.6.9.8. To address all complaints against the UNOSGA filed by a grieving party by completing an investigation of the complaint and gathering evidence.

2.7. UNOSGA Council
2.7.1. Will meet to coordinate the activities of the SGA.
2.7.2. It shall be the primary means by which to submit reports to the various bodies of the SGA.
2.7.3. It shall also be the venue for establishing policy proposals for the entire SGA.
2.7.4. It will serve as the main advising body to The UNOSGA President for all student wide policies or communications
2.7.5. This committee shall be chaired by the SGA President.
2.7.6. Membership of the committee shall be:
   2.7.6.1. UNOSGA President
   2.7.6.2. UNOSGA Vice-President
   2.7.6.3. UNOSGA Vice-President of Legislative Affairs
   2.7.6.4. UNOSGA Vice-President of Programming
   2.7.6.5. UNOSGA Chief Justice of the Supreme Court
   2.7.6.6. UNOSGA Secretary-General of the Privateer Council

3. Article III. Legislative Department
3.1. Vesting of Power:
   3.1.1. All legislative powers granted in the University of New Orleans Student Government Association Constitution shall be vested in a University of New Orleans Student Government Association Senate (UNOSGA Senate.)

3.2. Purpose:
   3.2.1. The UNOSGA Senate, herein referred to as the Senate, shall serve as the legislative body, in order to create an all-encompassing proactive UNOSGA that will serve the Student Body at large.

3.3. Senate Composition:
3.3.1. The Senate shall be comprised of fifty (50) senators filling fifty (50) senate seats.

3.4. Senators:
3.4.1. Senators are voting members of the Senate.
3.4.2. There will be two (2) equal classifications of senators; academic senators and at-large senators.
3.4.3. Academic Senator Policy:
   3.4.3.1. There are to be forty (40) academic senators each representing the designated colleges and the IDS program.
   3.4.3.2. Each college and IDS shall have at least two (2) Academic Senators representing them.
   3.4.3.3. For the Purposes of the UNOSGA and UNOSGA Senate, the IDS program will be considered a college.
3.4.4. The Designated Colleges are:
   3.4.4.1. The College of Liberal Arts
   3.4.4.2. The College of Engineering
   3.4.4.3. The College of Education and Human Development
   3.4.4.4. The College of Business Administration
   3.4.4.5. The College of Sciences
   3.4.4.6. The Interdisciplinary Studies Program
3.4.5. At-Large Senator Policy:
   3.4.5.1. There are to be ten (10) At-Large Senators with two representing each of these defined groups:
      3.4.5.1.1. Freshmen
      3.4.5.1.2. Sophomores
      3.4.5.1.3. Juniors
      3.4.5.1.4. Seniors
      3.4.5.1.5. Graduate Students
   3.4.5.2. At-large senate seats are available for anyone from the relevant classification to run for.
      3.4.5.2.1. Eligibility will be determined by the candidate’s classification/credit hours completed in the prior Fall.
3.4.5.3. Classification Designation Policy
   3.4.5.3.1. A freshmen is considered any student with below 24 credit hours.
   3.4.5.3.2. A sophomore is considered any student with between 25 and 48 credit hours.
   3.4.5.3.3. A junior is considered any student with between 49 and 72 credit hours.
3.4.5.3.4. A senior is considered any student with between 73 and above.

3.4.5.3.5. A graduate student is considered any student enrolled in a graduate program.

3.5. Senate Terms:

3.5.1. A senate term is one academic year beginning at the Invocation during the UNOSGA Spring Inauguration.

3.5.2. Each senate seat shall have a term that starts and ends at the same time, the term shall continue whether or not the seat is filled.

3.5.2.1. Vacancy appointments to vacant seats or vacant seats filled by election shall complete the remainder of the term of that seat.

3.5.3. A new senate term shall begin for all senate seats at the Commencement during the Annual UNOSGA Spring Inauguration.

3.5.4. An existing senate term shall expire for all senate seats at the Invocation during the Annual UNOSGA Spring Inauguration.

3.5.5. Senators shall be elected in the UNOSGA general election which shall take place in the Spring Semester.

3.5.5.1. At-large senators will be elected in the spring elections for the seat relevant to their classification in the following fall.

3.5.5.2. Academic senators shall be elected in the spring elections for the the seat relevant to their classification in the following fall.

3.5.5.3. By necessity, freshmen at-large seats will be elected during the Fall special elections.

3.5.5.3.1. Those elected will serve for the remainder of the senate term.

3.5.5.3.2. If the freshmen at-large seats are uncontested, then they will be open to appointment and those appointed will serve for the remainder of the senate term.

3.6. Annual Apportionment:

3.6.1. The apportionment of academic senatorial seats will be divided by proportion via the total student population of each college so that the makeup of the academic senatorial seats reflect the college classification demographics of the university.

3.6.2. The enrollment data used shall be from the prior fall semester’s enrollment.

3.6.3. Apportionment of academic senatorial seats shall be decided by the Election Commission.
3.6.4. The Election Commission shall draft an Annual Apportionment Bill (AAB) to be submitted to the Senate and accepted, rejected, or sent back to the commission by the Senate.

3.6.5. The exact AAB must be voted upon at least two sessions prior to the last senate session of the fall semester.

3.6.5.1. If the AAB fails or is sent back to the Election Commission then the commission must submit a new AAB the following session.

3.6.5.1.1. If the second bill fails then the annual apportionment must be decided by the UNOSGA Supreme Court.

3.7. Vacancy Appointments:

3.7.1. In the event that there is a vacant seat after an election, or due to a resignation or removal, that seat becomes available for a qualifying student of the relevant college or defined group to be appointed to it.

3.7.1.1. The freshmen at-large seats are not to be appointed prior to the fall special elections.

3.7.2. They will serve until the remainder of the senatorial term.

3.7.3. Consecutive senate appointments are not allowed.

3.8. Senator Equality Policy:

3.8.1. Appointed, elected, at-large, and academic senators shall have the same rights, powers, and eligibility.

3.9. Senate Elections:

3.9.1. Senate elections shall be held during the spring general elections.

3.9.2. Senate elections shall be held during the fall mid-semester elections.

3.9.3. The fall mid-semester elections shall be for the purpose of electing the two (2) freshmen at-large senate seats and for filling any vacant senate seats.

3.9.3.1. Those elected to these seats shall serve the remainder of the term attached to the seat.

3.10. Senator Eligibility:

3.10.1. To be qualify to be appointed or elected a Senator a Student must have and maintain:

3.10.1.1. Not being on academic probation or suspension with UNO and/or UNOSGA.

3.10.1.2. Having at least a 2.0 GPA

3.10.1.3. Being enrolled in at least six (6) credit hours in the fall and/or spring for undergraduate students.

3.10.1.4. Being enrolled in at least three (3) credit hours in the fall or spring for graduate students.

3.11. UNOSGA Retreat Mandatory Attendance:
3.11.1. It is mandatory for a senator to attend one UNOSGA retreat each senate term in order to retain their seat.

3.12. Special Senate Session Policy:

3.12.1. A Special Session of the Senate May be called by:

3.12.1.1. The Senate Presiding Officer’s receipt of a petition signed by 50% of the active Senate.

3.12.1.2. The Senate Presiding Officer

3.12.1.3. The UNOSGA President

3.13. Senate Appointment Confirmation Power:

3.13.1. The Senate is empowered to vote on all appointed positions within the UNOSGA save for that of the Vice-President of Programming (SAC President) and the Election Commission.

3.14. Vetting Rule:

3.14.1. All Senate Presiding Officer nominees, all Senate appointments, all senator appointments, all Senate Presiding Officer slate appointments, and any Vice Chair appointments must be go through the appointment hearing process by the Rules Committee prior to being voted on in the Senate.

3.15. Departmental Leader:

3.15.1. The departmental leader of the Legislative Department shall be the Vice President of Legislative Affairs.

3.15.2. The Senate Presiding Officer is the Vice President of Legislative Affairs, and shall be referred to as the Senate Presiding Officer, (or the Presiding Officer.)

3.15.3. The Presiding Officer is a senate officer position.

3.15.4. The Presiding Officer is also a Senator.

3.15.4.1. The Presiding Officer shall have the right to vote, but is required to vote last in all roll call votes.

3.15.5. The Powers and Duties of the Presiding Officer shall be to:

3.15.5.1. Act as the Presiding Officer over all the meetings of the Senate.

3.15.5.2. Sign all legislation that passes the Senate.

3.15.5.3. Promote Organizational Efficiency and Cooperation.

3.15.5.4. Be the departmental leader for the Legislative Department.

3.15.5.5. Oversee and Manage all other Senate Officers.

3.15.5.6. Conduct the Senate Sessions according to the Senate Rules and Procedures maintained by the Rules Committee.

3.15.5.7. Be a non-quorum ex-officio member on all senate committees.

3.15.5.8. May not participate in the structured debate on any pending legislation.

3.15.5.9. Determine if quorum is present at senate sessions.
3.15.5.9.1. Quorum is considered a simple majority of seated senators.
3.15.5.10. Serve as ex-officio head of the Senate Executive Committee.
3.15.5.11. Create the senate docket for senate sessions 48 hours in advance to the Call of Order of the senate session.
   3.15.5.11.1. They are required to schedule for any legislation or nomination that have passed through committee.
   3.15.5.11.2. While the Presiding Officer forms the docket, they are not empowered to strike down legislation or nominations that have passed through committee, nor block their initiation.
3.15.5.12. Call a Special Senate Session, if needed.
3.15.5.13. All other Powers and Duties prescribed for in the UNOSGA By-Laws or the UNOSGA Senate Rules and Procedures.

3.15.6. Election of the Presiding Officer:
3.15.6.1. They must be elected by the Senate.
3.15.6.2. They must maintain a 2.25 GPA average.
3.15.6.3. They must have at least one (1) of these experience requirements:
   3.15.6.3.1. One full senate term of experience, either as a senator, Clerk of Senate, or non-senate committee member.
   3.15.6.3.1.1. For the experience requirement to be valid, one academic year cannot have passed since the relevant experience.
3.15.6.4. They must be a currently seated senator.

3.16. Senate Officers:
3.16.1. General Provisions:
   3.16.1.1. All senate officers are required to sign up for their classes by two (2) weeks prior to the start of classes, unless a letter from either the Registrar or the Bursar provides an explanation for the situation.
   3.16.1.2. All senate officers are senators.
   3.16.1.3. All senate officers shall be appointed by the Presiding Officer and confirmed by the Senate.
3.16.2. Senate Officer Stipends:
   3.16.2.1. President Pro Tempore, Parliamentarian, Chief Communications Officer, and Chief Financial Officer are to receive monthly stipends.
   3.16.2.1.1. The these stipends shall be budgeted for in the UNOSGA Annual Budget.
3.16.3. Senate Officer Appointments:
   3.16.3.1. All senate officers will be appointed by the Presiding Officer onto a slate system for confirmation by the Senate.
3.16.3.2. **The Slate System:**

3.16.3.2.1. The Presiding Officer will nominate each senate officer from amongst the senators on the committee that the officer position is the ex-officio chair of:

- 3.16.3.2.1.1. The Senate President Pro Tempore must be selected from the Governance Committee.
- 3.16.3.2.1.2. The Senate Chief Financial Officer must be selected from the Finance Committee.
- 3.16.3.2.1.3. The Senate Chief Communications Officer must be selected from the Student Affairs and Information Committee.
- 3.16.3.2.1.4. The Senate Parliamentarian must be selected from the Rules Committee.

3.16.3.2.2. They shall be voted upon as a single ticket, or slate.

3.16.3.2.3. The slate shall be confirmed by a simple majority of Senators present and voting.

3.16.3.2.4. If the slate is not approved, then the Presiding Officer shall submit a new slate to the Senate to be confirmed.

- 3.16.3.2.4.1. This process shall be continued until a slate is confirmed.
- 3.16.3.2.4.2. The senate session may not adjourn until all senate officer positions are filled with all appointment hearings taking place within the senate session.

- 3.16.3.2.4.2.1. If the session loses quorum, no other business shall be conducted until this matter is resolved.

3.16.4. **The Senate Officers of the Senate shall be:**

- 3.16.4.1. The Senate President Pro Tempore (President Pro Tempore)
- 3.16.4.2. The Senate Parliamentarian (Parliamentarian)
- 3.16.4.3. The Senate Chief Financial Officer (CFO)
- 3.16.4.4. The Senate Chief Communications Officer (CCO)

3.16.5. **To be qualify to be appointed a Senate Officer a senator must have:**

- 3.16.5.1. At least a 2.00 GPA.
- 3.16.5.2. Being a senator member of the senate standing committee the relevant senate officer position is ex-officio chair of.
- 3.16.5.3. Being a currently seated senator.
- 3.16.5.4. Any other requirement prescribed in the UNOSGA By-Laws.
- 3.16.5.5. Not being on academic probation or suspension with UNO and/or UNOSGA.
3.16.5.6. Cannot have been removed/expelled from any UNOSGA Officer or Official position at any time.

3.16.6. The Powers and Duties of the Senate President Pro Tempore shall be to:

3.16.6.1. Serve as the Ex-Officio Chair of the Governance Committee.
3.16.6.2. Act in the place of the Presiding Officer in the absence of the Presiding Officer, or if they are unable to perform a required duty.
3.16.6.3. Assists the Presiding Officer in their duties.
3.16.6.4. Shall keep time during the Senate Sessions.
3.16.6.5. Also serve as the Ex-Officio Co-Chair of the Special Committee on Senate Reform.
3.16.6.6. All other powers and duties prescribed for in the UNOSGA By-Laws or the UNOSGA Senate Rules and Procedures.

3.16.7. The Powers and Duties of the Senate Parliamentarian:

3.16.7.1. Serve as the ex-officio chair of the Rules Committee.
3.16.7.3. Serve as the Ex-Officio Co-Chair of the Special Committee on Senate Reform.
3.16.7.4. All other powers and duties prescribed for in the UNOSGA By-Laws or the UNOSGA Senate Rules and Procedures.

3.16.8. The Powers and Duties of the Senate Chief Financial Officer:

3.16.8.1. Serve as the Ex-Officio Chair of the Finance Committee.
3.16.8.2. Track the Senate’s budget as well as its projected budget pending the passage of any bills into law.
3.16.8.3. All other powers and duties prescribed for in the UNOSGA By-Laws or the UNOSGA Senate Rules and Procedures.

3.16.9. The Powers and Duties of the Senate Chief Communications Officer:

3.16.9.1. Serve as the Ex-Officio Chair of the Student Affairs and Information Committee.
3.16.9.2. Act as the Public Affairs Officer for the Senate and also to internally and externally distribute and retrieve information across the entire Legislative Department, UNOSGA, and the UNO Community.
3.16.9.3. Serve as the student’s voice within the Senate and as the formal conduit for the student body, student groups, and student organizations to express their interests and concerns.
3.16.9.4. All other powers and duties prescribed for in the UNOSGA By-Laws or the UNOSGA Senate Rules and Procedures.

3.17. **Deputy Senate Officers:**

3.17.1. **Senate Deputy Officer Appointments:**

3.17.1.1. Senate chairs are responsible for nominating their own vice-chairs who shall be confirmed by a simple majority of senators present and voting.

3.17.2. **The Deputy Senate Officers of the Senate shall be:**

3.17.2.1. The Deputy President Pro Tempore (DPPT)
3.17.2.2. The Senate Sergeant at Arms (Sergeant at Arms)
3.17.2.3. Deputy Senate Chief Financial Officer (Deputy CFO)
3.17.2.4. Senate Chief Information Officer (CIO)
3.17.2.5. Deputy Senate Chief Communications Officer (Deputy CCO)

3.17.3. **To be eligible to be a Deputy Senate Officer a Senator must have and maintain:**

3.17.3.1. Being a senator-member of the senate standing committee the relevant senate officer position is ex-officio chair of.
3.17.3.2. Being a currently seated senator.
3.17.3.3. Any other requirement prescribed for in the UNOSGA By-Laws or the departmental Rules & Procedures.

3.17.4. **The Powers and Duties of the Deputy Senate President Pro Tempore:**

3.17.4.1. Ex-officio Vice-Chair of the Governance Committee.
3.17.4.2. Assists in committee duties at the discretion of the President Pro Tempore.
3.17.4.3. Act in the place of the Senate President Pro Tempore in the absence of the Senate President Pro Tempore, or if they are unable to perform a required duty.
3.17.4.4. All other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

3.17.5. **The Powers and Duties of the Senate Sergeant at Arms:**

3.17.5.1. Ex-Officio Vice-Chair of the Rules Committee.
3.17.5.2. Coordinates with the police officer on detail.
3.17.5.2.1. In the event that disruption takes place in a meeting, the Presiding Officer will subtly contact the Sergeant-At-Arms who will inform the detail officer of what the chamber would like him to do to handle the situation.
3.17.5.3. Assists in committee duties at the discretion of the Parliamentarian.
3.17.5.4. Investigates the legality of legislation and legality of any UNOSGA Departmental Leader’s Executive Orders.
3.17.5.5. Act in the place of the Parliamentarian if they are absent, or they are unable to perform a required duty.

3.17.5.6. All other Powers and Duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

3.17.6. **The Powers and Duties of the Deputy Senate Chief Financial Officer:**

3.17.6.1. Ex-officio Vice-Chair of the Finance Committee.

3.17.6.2. Assists in committee duties at the discretion of the Chief Financial Officer.

3.17.6.3. Act in the place of the Senate CFO if they are absent, or they are unable to perform a required duty.

3.17.6.4. All other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

3.17.7. **The Powers and Duties of the Senate Chief Information Officer:**

3.17.7.1. Ex-officio Vice-Chair of the Student Affairs and Information Committee and will assist in committee duties at the discretion of the Chief Communications Officer.

3.17.7.2. Ex-officio Chair of the Student Affairs and Information Committee Sub-Committee on Senate Information.

3.17.7.3. Keeps records of the activities of past Senates including, but not limited to: committee reports, intra-committee communications, financial documents, legislative instruments.

3.17.7.4. Assists in committee duties at the discretion of the Chief Communications Officer.

3.17.7.5. Along with the Vice-Chair of Student Affairs, will be eligible to fill in for the Chief Information Officer in the event of their absence.

3.17.7.6. Act in the place of the Senate CCO if they are absent, or they are unable to perform a required duty.

3.17.7.7. All other Powers and Duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

3.17.8. **The Power and Duties of the Deputy Senate Chief Communications Officer:**

3.17.8.1. Ex-Officio Vice-Chair of the Student Affairs and Information Committee.

3.17.8.2. Ex-Officio Chair of the Student Affairs Sub-Committee of the Student Affairs and Information Committee.

3.17.8.3. Assists in committee duties at the discretion of the Chief Communications Officer.
3.17.8.4. Act in the place of the Senate CCO if both the Senate CCO and Senate Information Officer are absent, or they are both unable to perform a required duty.

3.17.8.5. All other powers and duties prescribed for in the UNOSGA By-Laws or the department Rules and Procedures.

3.18. Senate Scheduling:

3.18.1. Regular senate sessions happen on Fridays at 2:00PM.
   3.18.1.1. Regular senate sessions are required to happen at least bi-weekly.
   3.18.1.2. The first Regular Senate Session is to occur the first Friday of each semester.

3.18.2. In the event that a conflict arises in which the University is not open or a holiday is occurring which results in a regular senate session to not be able to happen, a senate session shall be scheduled for the next possible Friday.

3.18.3. Senate committees will meet at least once a week.

3.18.4. Senate committees will establish a set regular meeting time and location each semester by their second meeting of the semester.
   3.18.4.1. The Committee Chair shall choose the set regular time and location of the Committee meetings.
      3.18.4.1.1. This should be agreed upon with a simple majority vote of the committee.
   3.18.4.2. The chosen time must be approved by the UNOSGA Office Manager.
   3.18.4.3. Changes to any meeting either permanent or temporary must be approved, the UNOSGA Office Manager.
      3.18.4.3.1. This must occur twenty (24) hours prior to the meeting for a temporary change.
      3.18.4.3.2. Any permanent change must be voted on and approved by simple majority of committee members.
      3.18.4.3.3. If an unforeseen circumstance occurs forcing a location and/or time not to be viable any longer within twelve (12) hours of a meeting the Committee Chair may at their discretion change the location of a meeting.
      3.18.4.3.4. When the new location is established they must inform the Senate President Pro Tempore and the UNOSGA Office Manager explaining in detail the reason for the emergency location and/or time change.
      3.18.4.3.4.1. All members and relevant parties for that meeting must be contacted either by phone, or digitally.
3.18.4.3.4.2. All members and relevant parties must be emailed the new location and time when an emergency or temporary change occurs.

3.18.4.3.4.3. The Chair must keep a record of who and how each member and relevant party was contacted.

3.19. Senate Allocation Policy:

3.19.1. General Provisions:

3.19.1.1. All allocations shall be funded through the Senate Operating Account or the Senate Reserve account.

3.19.1.2. Academic units, Non-Academic units, and Student Organizations recognized by the UNOSGA and in good standing may receive Senate Allocations.

3.19.1.3. No student organization may receive a senate allocation if their treasurer/or equivalent financial officer has not attended a Finance Training Session.

3.19.1.4. After receiving Senate funds for, and upon completion of a project, a program, or a programming series, the Student Organization Treasurer for the relevant Student Organization must draft a report containing:

3.19.1.4.1. a detailed record of all expenses and purchases paid for with Senate funding.

3.19.1.4.2. a detailed record of all unspent Senate funding.

3.19.1.4.3. An assessment on the success of the event.

3.19.1.4.4. An assessment on the effect for the UNOSGA.

3.19.1.5. Once the report is completed, the Student Organization Treasurer will submit the report to the Senate CIO and Senate CFO.

3.19.1.5.1. The report shall be submitted no later than thirty (30) days after the completion of a project, a program, or of a programming series funded by the Senate.

3.19.1.5.1.1. Failure to submit this report may be used as grounds to rejection allocations for future events.

3.19.1.6. Money unaccounted for, or improperly used will be deducted from what they are approved to receive in their future allocations.

3.19.1.7. The Unit or Student Organization’s Treasurer will be informed of any reductions due to financial penalty after the legislation is passed in the Senate.

3.19.1.8. The Student Organization's Treasurer does not have to be informed until after the legislation is passed in the Senate of any reduction due to financial penalty.
3.19.1.9. Receipts are required to verify all purchases.
3.19.1.10. All unused money will automatically revert to the Senate thirty (30) days after a funded program, programming series, or project is completed, or the fiscal year ends, whichever occurs first.
3.19.1.11. The Senate CIO will appoint a member of their sub-committee to attend to verify turnout, success, and if the event is what it said it would be and followed the Finance Committee’s rules.
3.19.1.12. It is a student organization’s duty to inform the Finance Committee of changes to their Treasurer and/or contact information.

3.19.2. Allocation Types:
3.19.2.1. Financial Legislations:

3.19.2.1.1. The Finance Committee will, once a month, draft a block allocation bill of all filed financial legislations to be submitted to the Senate and voted on by the Senate.
3.19.2.1.2. A monthly block allocation shall consist of all financial legislation approved by the finance committee the prior month.
3.19.2.1.3. Departments and UNOSGA recognized organizations may submit allocation requests to be considered by the Finance Committee for inclusion onto the monthly block allocation.
3.19.2.1.4. Financial allocation shall be filed with the Finance Committee who will work with the relevant group to gather all of the required materials so the block allocation request may pass financial approval.
3.19.2.1.5. Upon financial approval, the Senate CFO will present it to the Finance Committee prior to their next scheduled meeting.
3.19.2.1.6. There shall be no limit on how many allocation requests a group can submit each academic year.

3.19.2.1.6.1. Groups, however, will be restricted on the amount of funds allocated to them each year as defined in the UNOSGA By-Laws.
3.19.2.1.7. The Senate shall vote on the monthly block allocation as a whole.

3.19.2.2. Special Allocations:
3.19.2.2.1. Special allocations are any allocation bills submitted to the Senate to be voted on as a singular piece of legislation not combined into a Monthly Allocation Block.
3.19.2.2.1.1. These should only be brought up through special consideration from the Finance Committee.

3.19.3. Prohibition on Discriminatory Events:
- 3.19.3.1. Senate may not fund any event or organization that is deemed discriminatory.
- 3.19.3.2. The Finance Committee shall determine if an event is discriminatory.
- 3.19.3.3. If deemed discriminatory, the Finance Committee shall submit a detailed report on how and why the event or organization in question is determined to be discriminatory to the UNOSGA Supreme Court.

3.20. Standing Committee Membership requirement:
- 3.20.1. Every senator must be a member and participate in at least one (1) Senate Standing Committee.

3.21. Standing Committee Assignment Policy:
- 3.21.1. Following each UNOSGA Election, newly elected senators shall be appointed to a standing committee.
- 3.21.2. The newly elected senators shall file an Appointment Preference Form with the President Pro Tempore.
- 3.21.3. The Senate Executive Committee shall meet to review all Appointment Preference Forms and determine the most fair assignments based on the senator’s submitted preference.
- 3.21.4. The Senate Executive Committee shall submit the Standing Committee Appointments to the Senate as a filed motion.
- 3.21.5. The filed motion shall contain all of the Standing Committee Appointments divided by standing committee.
- 3.21.6. The Senate shall approve each committee’s assignments as a whole.
  - 3.21.6.1. If the Senate does not approve the entire Committee’s Assignment each appointee of that Committee's Assignment shall be voted on individually by the Senate.
- 3.21.7. Newly appointed senators shall file a Assignment Preference Form detailing which Standing Sub-Committee they prefer with the President Pro Tempore within seven (7) calendar days of their appointment.
- 3.21.8. The Senate Executive Committee shall then meet to review all Assignment Preference Forms from newly appointed senators, determine the most fair assignments, based on the senator’s submitted preference.
- 3.21.9. The Senate Executive Committee shall submit the Standing Committee Assignments for the newly appointed senators to the Senate as a filed motion.
3.21.10. The filed motion shall contain all of the Standing Committee Assignments divided by standing committee.

3.21.11. The Senate shall approve each Committee’s Assignments as a whole.

3.21.11.1. If the Senate does not approve the entire Committee’s Assignment each appointee of that Committee's Assignment shall be voted on individually by the Senate.

3.22. **Standing Committee Reassignment Policy:**

3.22.1. Committee members may file for a committee change to be approved by the President Pro Tempore, who will ask the chair of the proposed committee if they approve the reassignment.

3.22.1.1. If the receiving chair approves the reassignment, it immediately goes into effect.

3.22.2. The chair of the committee the senator wishes to leave will not be required to agree to the reassignment.

3.23. **Standing Committee Multiple Assignment Policy:**

3.23.1. A senator wishing to serve on a second committee may petition their committee chair, the chair of the second Committee, and the Pro Tempore for permission to serve on a second committee.

3.23.2. Senate officers, as committee chairs and vice-chair, cannot serve on any other Senate Standing Committee save their own.

3.24. **Non-Senator Committee Membership:**

3.24.1. There will be no statutory limit to the number of non-senator members allowed on Senate Standing Committees.

3.24.1.1. Any Non-Senate membership limit shall be established with a written reason from the committee chair stating why they feel the need for the limitation.

3.24.1.1.1. The limit will be set with a simple majority vote of seated senators.

3.24.2. Non-senator committee members may only count towards meeting quorum, never against quorum.

3.24.3. Non-senators committee members must be nominated by either the chair of the committee in question, the President Pro Tempore, or the Presiding Officer.

3.24.4. Nominees for non-senator committee membership must be approved by a simple majority vote of Senators voting and present.

3.25. **Types of Permanent Senate Committees:**

3.25.1. **Senate Standing Committees**

3.25.1.1. Have legislative jurisdiction.
3.25.1.2. Consider bills and issues and recommend measures for consideration by their respective chambers.

3.25.1.3. Have oversight responsibility to monitor agencies, programs, and activities within their jurisdictions.

### 3.25.2. Senate Special Committees

3.25.2.1. Have special jurisdictions either constitutionally granted or granted in the UNOSGA By-Laws. These committees only stay formed until the completion of their defined purpose. Upon completion, the committee dissolves until it is required to reform again.

3.25.2.2. How a special committee reforms must be outlined in the legislation establishing it.

### 3.25.3. Senate Select Committees

3.25.3.1. Have special jurisdictions either constitutionally granted or granted in the UNOSGA By-Laws.

3.25.3.2. Established in the UNOSGA Constitution, By-Laws, or UNOSGA Senate Rules and Procedures.

3.25.3.3. Select Committees may be established to:
   3.25.3.3.1. Conduct investigations and studies,
   3.25.3.3.2. Consider measures,
   3.25.3.3.3. Examine emerging issues that do not fit clearly within existing standing committee jurisdictions, or that cut across jurisdictional boundaries.
   3.25.3.3.4. Consider any other reason as prescribed for by UNOSGA policy.

3.25.3.4. A Select Committee may be permanent or temporary.
   3.25.3.4.1. This shall be designated in the legislation establishing it.

3.25.3.5. Select Committees will have the parameters of their size, composition, function, scope, and membership defined in the legislation establishing them, provided that these do not violate the Constitution.

3.25.3.6. Select Committees may be formed by the Senate to carry out duties assigned to them by the Senate, with powers clearly defined by the Senate.

3.25.3.7. Select Committees not expressly created in the UNOSGA Constitution or By-Laws shall be automatically dissolved after one senate term; unless it is either re-authorized by the Senate by a simple majority vote of seated senators, or codified in the UNOSGA By-Laws by a ⅔ majority vote of seated senators.

### 3.26. Senate Committee Rules:
3.26.1. Committees, at creation, must have the method for the selection of a chair and the committee’s organization defined.
3.26.2. Committees shall be required to meet quorum to conduct any business.
   3.26.2.1. Quorum for all committees will be set at three (3).
3.26.3. Non-senator members are allowed to vote in committee.
3.26.4. A vice-chair will serve under each committee chair and assist them in their duties.
3.26.5. Both chairs and vice-chairs retain their votes in the committee.
3.26.6. In the event of a tie, the side that the chair votes for will win.
3.26.7. The chair votes last.
3.26.8. The chair may excuse any absence that does not violate UNOSGA policy.
3.26.9. Senator and non-senator members may not accrue more than three (3) absences for any committee they serve on as a voting member.
   3.26.9.1. Committee member absences and tardies shall be accounted for by the President Pro Tempore prior to each Senate Session, and given to the Student Information Sub-Committee for distribution.
   3.26.9.2. Committee members found to be at their tardy or absent limit shall be called for a Senate Committee Disciplinary Hearing for the member in question with the relevant chair and the President Pro Tempore.
   3.26.9.3. The Senate Committee Disciplinary Hearing must be completed by the next regular Senate Session.

3.27. **Senate Committee Disciplinary Hearings:**
   3.27.1. **Hearing Body shall consist of:**
      3.27.1.1. The President Pro Tempore
      3.27.1.2. The relevant Committee Chair
      3.27.1.3. The member for whom the hearing is called.
      3.27.1.4. and in the case that the hearing is for the Committee Chair then the Vice Chair(s) of that committee.
      3.27.1.5. and any member as proscribed by the UNOSGA By-laws
   3.27.2. **Penalties allowed:**
      3.27.2.1. Removal from the committee,
      3.27.2.2. Temporary committee censure,
      3.27.2.3. Temporary removal of committee voting rights,
      3.27.2.4. Any other penalties prescribed in the UNOSGA By-Laws.
      3.27.2.5. The hearing body is empowered to use these penalties as punitive measures for any committee member a hearing is called for.

3.28. **Senate Standing Committees:**
   3.28.1. **Committee Hearing Reports must include:**
3.28.1.1. The meeting minutes of the relative committee hearing.
3.28.1.2. The voting record of said hearing.
3.28.1.3. The report is to be sent to the Chief Information Officer to be disseminated to the Senate for review.
3.28.1.4. The report is to be presented by the relevant committee head at the Senate meeting in which the vote is to take place for the purpose of answering questions by those present.

3.28.2. Governance Committee:

3.28.2.1. Chair:
   3.28.2.1.1. The President Pro Tempore is the ex-officio chair of this committee.

3.28.2.2. Responsibilities:
   3.28.2.2.1. Training new senators
   3.28.2.2.2. Writing legislation relating to the SGA itself, or its interactions with the University
   3.28.2.2.3. Oversee the process of committee appointments.

3.28.3. Rules Committee:

3.28.3.1. Chair:
   3.28.3.1.1. Parliamentarian is ex-officio chair of this committee.

3.28.3.2. Responsibilities:
   3.28.3.2.1. Shall determine the legality of legislation and if they violate the UNOSGA Constitution, UNOSGA By-Laws, or Federal, State, or Local laws.
   3.28.3.2.2. Appointment Hearings:
   3.28.3.2.3. The committee shall conduct appointment hearings on all Senate, Executive, Judicial, SAC, and Privateer Council appointments.
      3.28.3.2.3.1. The Vice President of Programming shall not be required to go through an appointment hearing but have a specific method of appointment detailed in Article 2.

3.28.3.3. Appointment Hearing Voting Policy:
   3.28.3.3.1. The committee shall only have the choice to approve or deny the appointment.
   3.28.3.3.2. There shall be no abstention votes in appointment hearings.
   3.28.3.3.2.1. Any member with a conflict of interest must submit a recusal request with their reasoning via email prior to the meeting and have it approved by the Parliamentarian.
3.28.3.2.1.1. Upon approval by the Parliamentarian the member will be recused from participation in the appointment hearing.

3.28.3.3. Votes shall pass with a simple majority of those voting and present.

3.28.3.4. Rules Committee approval of senate appointments allows the appointee to be placed onto the docket for Senate voting.

3.28.3.4.1. Denial of a senate appointment prohibits the inclusion onto the docket of that appointment and will be treated the same as if the appointee was not confirmed a full Senate vote.

3.28.3.4.1.1. The Senate may manually place an appointee denied by the Rules Committee on the docket, by a ⅔ majority vote of the Seated Senators.

3.28.3.5. Rules Committee denial does not prohibit the inclusion of Executive, SAC, Privateer Council, or Judicial appointments on the docket.

3.28.3.6. The Committee shall issue an appointment hearing report on each appointee for distribution by the Student Affairs and Information Committee.

3.28.4. Finance Committee:

3.28.4.1. Chair:

3.28.4.1.1. The Senate Chief Financial Officer (CFO) is the ex-officio chair of this committee.

3.28.4.2. Responsibilities:

3.28.4.2.1. All legislation submitted to the Senate regarding allocation of funds is required to pass through this committee prior to inclusion to the senate docket.

3.28.4.2.2. The Finance Committee will be responsible for training the existing and incoming treasurers of all student organizations as to all of the rules and policies concerning the use and allocation of the budget of the Senate and the UNOSGA.

3.28.4.3. Finance Hearings:

3.28.4.3.1. The committee shall conduct finance hearings on all senate allocation legislation.

3.28.5. Student Affairs and Information Committee:
3.28.5.1. Chair:
3.28.5.1.1. The Senate Chief Communications Officer (CCO) is the Ex-Officio chair of this Committee.

3.28.5.2. Responsibilities:
3.28.5.2.1. To draft legislation relating to the student body itself.
3.28.5.2.2. To debate whether proposed legislation is in the best interests of the University of New Orleans, would benefit the University of New Orleans, and is in keeping with the Mission and Purpose of the UNOSGA.

3.28.6. Student Affairs Sub-Committee:
3.28.6.1.1. Chair:
3.28.6.1.1.1. The Deputy Chief Communications Officer

3.28.6.1.2. Responsibilities:
3.28.6.1.2.1. To maintain regular contact with student organizations and publicize their news and events.
3.28.6.1.2.2. To hold regular open forums with the Student Body.
3.28.6.1.2.2.1. At least two per semester.
3.28.6.1.2.3. To facilitate the acquisition of senator sponsors for all legislation.
3.28.6.1.2.3.1. This power is to facilitate but not, in any way, limit an interested senator from sponsoring legislation.
3.28.6.1.2.4. To format all allocation requests and other legislative instruments submitted by student organizations and other groups and debate the merits of such legislation.
3.28.6.1.2.5. To hold legislation hearings and afterwards draft and issue a legislative report on the legislation hearing’s decision on advocacy for the legislation or advocacy against the legislation drafted or submitted to the sub-committee.
3.28.6.1.2.6. To forward the legislation to the next applicable committee after an advisory report is completed.
3.28.6.1.2.7. For non-allocation legislation, a decision for advocacy against the legislation causes the bill to not be forwarded to any other committee and is restricted from inclusion onto the senate docket.
3.28.6.1.2.7.1. A ⅔ Majority petition sign by all seated senators is required to override the decision
for advocacy against and allows the legislation to continue to the next relevant committee.

3.28.6.1.3. **Legislation Hearings:**

3.28.6.1.3.1. The subcommittee shall conduct legislation hearings on all proposed legislation submitted or drafted by it.

3.28.6.1.3.2. The subcommittee shall be empowered to amend the legislation at will, by a simple majority vote of the present and voting members of the committee.

3.28.6.1.3.2.1. If the legislation is amended then the authors, sponsors, and/or organizational contact must be contacted to be informed of the changes and given the option to offer additional amendments for consideration by the subcommittee, approve the subcommittee’s amendments, or to withdraw the legislation completely.

3.28.6.1.3.3. The subcommittee may hold hearings on multiple legislative measures for the same result before ultimately choosing one legislative vehicle for further committee and chamber action.

3.28.6.1.3.4. Hearings shall provide a forum where facts and opinions can be presented from witnesses with varied experience, including members of the Senate and other UNOSGA officers and officials, groups, students and academics, as well as citizens likely to be directly or indirectly affected by the proposal.

3.28.6.1.4. **Legislation Hearing Voting Policy:**

3.28.6.1.4.1. The subcommittee shall only have the choice of advocacy for or advocacy against the passage of the legislation when the legislation is voted upon.

3.28.6.1.4.2. There shall be no abstention votes in legislation hearings.

3.28.6.1.4.2.1. Any member with a reason to abstain must submit a recusal request with their reasoning via email prior to the meeting and have it approved by the CCO or Deputy CCO.
3.28.6.1.4.2.1.1. Upon approval by the CCO or Deputy CCO the member will be recused from participation in the Legislation Hearing.

3.28.6.1.4.3. Votes shall pass with a simple majority of those voting and present.

3.28.6.1.4.4. A vote resulting in advocacy for the legislation allows for the legislation to be submitted by the CCO to the next relevant committee.

3.28.6.1.4.5. A vote resulting in advocacy against the legislation prohibits the legislation from being forwarded to any other committee and the legislation is treated the same as if the legislation was voted down by a full senate vote.

3.28.6.1.4.6. Upon this vote the Deputy CCO is required to inform the CCO of the advocacy against decision

3.28.6.1.4.6.1. The CCO is required to inform the full Senate of their right to petition for an override of the advocacy against decision.

3.28.6.1.4.6.1.1. A petition signed by the simple majority of seated senators is required to override the the advocacy against decision to allow the bill to continue to the next relevant committee.

3.28.6.1.4.6.1.2. Once the petition reaches the required amount of signatures the Presiding Officer shall verify and validate all the signatures, and approve the override.

3.28.6.1.5. Legislation Reports must include:

3.28.6.1.5.1. The meeting minutes of the Legislation hearing.
3.28.6.1.5.2. The Voting Record of the Legislation hearing.
3.28.6.1.5.3. The report is to be sent to the Chief Information Officer to be disseminated to the Senate for review.
3.28.6.1.5.4. The report is to be presented by the Deputy CCO at the Senate meeting in which the vote is to take place for the purpose of answering questions by those present.
3.28.6.2. Student Information Sub-Committee:

3.28.6.2.1. Chair:

3.28.6.2.1.1. The Senate Chief Information Officer (CIO)

3.28.6.2.1.1.1. The CIO is required to ask a member of the sub-committee to attend to verify attendance, success level, achievement of legislative purpose, and compliance with all UNOSGA policies.

3.28.6.2.1.1.1.1. If the CIO is unable to find a member of the sub-committee to attend then they may ask a member of the Senate.

3.28.6.2.1.1.1.2. If no senator can attend, then any UNOSGA Officer or Official may be appointed to attend.

3.28.6.2.1.1.1.3. The appointee is allowed to accept or decline the responsibility.

3.28.6.2.2. Responsibilities:

3.28.6.2.2.1. To issue a bi-monthly report of all UNOSGA activities to the UNOSGA and Student Body.

3.28.6.2.2.1.1. These reports are archived for future reference.

3.28.6.2.2.2. To also collect the reports and meeting minutes from the meetings of the various committees, groups, and subcommittees within the UNOSGA and the committees, sub-committees, or groups that the UNOSGA participates in, and distribute that information to the various senate committees and relevant UNOSGA officials.

3.28.6.2.2.2.1. The various committees are required to submit these reports to Student Information Subcommittee.

3.28.6.2.2.3. To manage information requests submitted to the Sub-Committee.

3.28.6.2.2.4. Investigate and gather all information requested in validly filed information requests.

3.28.6.2.2.5. If the information is unobtainable then the Sub-Committee will issue a report detailing the
methods attempted by the Sub-Committee to retrieve the information in question.

3.28.6.2.5.1. The CCO will determine if the sub-committee fulfilled their responsibility to investigate and gather information.

3.28.6.2.6. All information obtained because of an information request shall be compiled into an information report.

3.28.6.2.7. The report should present all information in an academic and unbiased way.

3.28.6.2.8. Required to follow-up on all legislation passed by the Senate and hold oversight hearings for the purpose issuing an oversight report or reports on:

3.28.6.2.8.1. The effect of the funding of programming, or projects in monthly block allocations.

3.28.6.2.8.2. The effect of the funding of programming, or projects in the UNOSGA Annual Budget.

3.28.6.2.8.3. The effect of UNOSGA By-law Changes.

3.28.6.2.8.4. The effect of any Department’s Rules and Procedure Changes.

3.28.6.2.8.5. The effect of newly established UNOSGA programming, or projects.

3.28.6.2.3. Oversight Hearings:

3.28.6.2.3.1. The Sub-Committee shall conduct Oversight Hearings on all legislation passed by the Senate.

3.28.6.2.3.2. The Oversight Hearing purpose is to determine issuing an oversight report or reports on the effect(s), if any,: 

3.28.6.2.3.2.1. of funding of programming, or projects in the monthly block allocations.

3.28.6.2.3.2.2. of funding of programming, or projects in the UNOSGA Annual Budget.

3.28.6.2.3.2.3. of Student Self-Assessed Fees.

3.28.6.2.3.2.4. of UNOSGA Constitutional Amendments.

3.28.6.2.3.2.5. of UNOSGA By-law Changes.

3.28.6.2.3.2.6. of any Department’s Rules and Procedure Changes.

3.28.6.2.3.2.7. of newly established UNOSGA programming, or projects.
3.28.6.2.3.3. Oversight Hearings shall provide a forum where facts and opinions can be presented from witnesses with varied experience, including Members of the Senate and other UNOSGA officers and officials, groups, students and academics, as well as citizens likely to be directly or indirectly affected by the legislation.

3.28.6.2.4. Oversight Hearing Scheduling:

3.28.6.2.4.1. Oversight hearings must occur:

3.28.6.2.4.1.1. No later than fifteen (15) calendar days after a program has taken place if the allocation was for a single program.

3.28.6.2.4.1.2. No later than fifteen (15) calendar days after each program if the allocation was for a programming series.

3.28.6.2.4.1.2.1. There shall be a report for each individual program in a series.

3.28.6.2.4.1.3. No later than fifteen (15) calendar days after the completion of a programming series.

3.28.6.2.4.2. Regular Oversight Hearings must occur for all ongoing programs, program series, or projects:

3.28.6.2.4.2.1. These regular Oversight Hearings will take place so that the reports are able to be filed at the designated times.

3.28.6.2.4.2.2. The designated times are:

3.28.6.2.4.2.2.1. Thirty (30) calendar days after establishment.

3.28.6.2.4.2.2.2. Ninety (90) calendar days after establishment.

3.28.6.2.4.2.2.3. Once Per Quarter.

3.28.6.2.4.2.2.3.1. Quarters shall be defined as:

3.28.6.2.4.2.2.3.2. Q1 - January, February, and March

3.28.6.2.4.2.2.3.3. Q2 - April, May, and June

3.28.6.2.4.2.2.3.4. Q3 - July, August, and September

3.28.6.2.4.2.2.3.5. Q4 - October, November, and December
3.28.6.2.4.2.4. Quarterly Reports shall be compiled and submitted no later than seven (7) calendar days after the start of the next quarter.

3.28.6.2.4.2.3. An Annual Oversight Report will be compiled and submitted consisting of the current and prior year’s quarterly reports by the end of the first week of Q2 each year.

3.28.6.2.5. **Oversight Hearing Voting Policy:**

3.28.6.2.5.1. There shall be no abstention votes in oversight hearings.

3.28.6.2.5.1.1. Any member with a reason to abstain must submit a recusal request with their reasoning via email prior to the meeting and have it approved by the CCO or CIO.

3.28.6.2.5.1.1.1. Upon approval by the CCO or CIO the member will be recused from participation in the Oversight Hearing.

3.28.6.2.5.2. Upon the final compilation of all information to be compiled into the Oversight Report, the subcommittee shall vote on the official result of the legislation.

3.28.6.2.5.3. The subcommittee only has the choice of concluding that the legislation had a:

3.28.6.2.5.3.1. Positive Result for the UNOSGA,
3.28.6.2.5.3.2. Negative Result for the UNOSGA,
3.28.6.2.5.3.3. Or No Net Result for the UNOSGA.

3.28.6.2.5.4. Votes shall pass with a relative majority.

3.28.6.2.6. **Oversight Reports must include:**

3.28.6.2.6.1. The meeting minutes of the Oversight hearing.
3.28.6.2.6.2. The Voting Record of the Oversight hearing.
3.28.6.2.6.3. The report is to be sent to the Chief Information Officer to be disseminated to the Senate for review.
3.28.6.2.6.4. The report is to be sent to the entire Central Budget Committee.
3.28.6.2.6.5. The report is to be presented by the CIO at the next senate session scheduled.

3.29. **Senate Special Committees:**
3.29.1. Senate Reform Committee:
3.29.1.1. The Rules Committee and the Governance Committees will be required to call for the creation of the committee no later than three (3) senate sessions prior to the end of the Fall semester dedicated to reviewing and amending the UNOSGA By-Laws and Departmental Rules and Procedures during the Winter to be presented, debated, and voted upon by the Senate at the beginning of the spring semester.

3.29.1.1.1. The duties of this committee in no way prohibits a senator's right to present amendments and changes through legislation.

3.29.1.2. The co-chairs of the committee, the along with the vice-chairs, will split the workload into four (4) equally-sized subcommittees to work on different parts of the UNOSGA By-Laws and Departmental Rules and Procedures.

3.29.1.3. There must be a senate-wide announcement of this committee’s creation at least two senate meetings prior to its scheduled creation which will coincide with their first meeting.

3.29.1.4. The Office Manager has to approve their scheduled meetings.

3.29.1.5. There shall not be a mandatory attendance requirement, so long as quorum is met.

3.29.1.5.1. Members may be absent to the committee meetings with permission of the co-chairs.

3.29.1.6. Committee Membership:
3.29.1.6.1. Ex-Officio Committee Membership:
3.29.1.6.1.1. The chairs of the Governance and Rules Committees shall be the ex-officio co-chairs of the committee.

3.29.1.6.1.2. The Vice-Chairs of the Governance and Rules Committees shall be the ex-officio vice-chairs of the committee.

3.29.1.6.1.3. The Ex-Officio Membership of the Committee shall be all of the senator members of the Governance and Rules Committees.

3.29.1.6.2. Senate Appointment Membership:
3.29.1.6.2.1. An amount of seats shall be offered on this committee equal to 50% of those seats given to Rules and Governance committee members, rounded up to the nearest one (1).
3.29.1.6.2.2. Senators may nominate qualifying students for appointment to the vacant seats and confirm the appointment by a simple majority vote of all senators present and voting.

3.30. Senate Select Committees:

3.30.1. Senate Executive Committee (SEC):

3.30.1.1. Chair:

3.30.1.1.1. The Presiding Officer

3.30.1.2. Vice-Chair:

3.30.1.2.1. The Senate President Pro Tempore

3.30.1.3. Duties:

3.30.1.3.1. To meet at least once every two weeks to schedule, plan, communicate, and coordinate senate activities and policy.

3.30.1.3.2. The SEC must meet at least once between each regular senate session.

3.30.1.4. Membership:

3.30.1.4.1. The Presiding Officer (Ex-officio)

3.30.1.4.2. The Senate President Pro Tempore (Ex-officio)

3.30.1.4.3. The Senate CFO (Ex-officio)

3.30.1.4.4. The Senate CCO (Ex-officio)

3.30.1.4.5. The Senate Parliamentarian (Ex-officio)

3.30.1.4.6. any other member as proscribed for in the UNOSGA by-laws.

4. Article IV. Judicial Department

4.1. Vesting of Power:

4.1.1. All Judicial Powers in the University of New Orleans Student Government Association Constitution shall be vested in the UNOSGA Supreme Court and any lower courts established, by UNOSGA policy.

4.2. Purpose:

4.2.1. The University of New Orleans Student Government Association Judicial Department, herein referred to as the Judiciary, shall serve as the adjudicating body, in order to create an all-encompassing UNOSGA that will serve the Student Body.

4.3. Supreme Court Composition:

4.3.1. The Supreme Court shall be comprised of nine (9) Supreme Court Justices filling nine (9) Supreme Court Justice Seats.

4.4. Supreme Court Justices:
4.4.1. The Supreme Court Justices (or the Justices) are the voting members of the Supreme Court.

4.5. **Supreme Court Justice Terms:**
4.5.1. The term of office for a Supreme Court Justice shall not expire unless they leave the university, are no longer a student, resign, are removed from office, or they no longer meet the GPA requirement.
4.5.1.1. At the start of each new Senate Term the GPAs of all Supreme Court Justices will be verified.

4.6. **Supreme Court Justice Vacancy Appointments:**
4.6.1. Vacancies in the Supreme Court are appointed by the President.
4.6.2. The appointment is subject to UNOSGA Senate Rules Committee Appointment Hearing process, and is confirmed by the UNOSGA Senate with a simple majority vote of all Senators.

4.7. **Supreme Court Justice Requirements:**
4.7.1. To have completed at least thirty (30) credit hours, or be a Graduate Student.
4.7.2. To attend one UNOSGA retreat within one academic year of their appointment.
4.7.2.1. A Justice is only required to attend one retreat during their term of office.

4.8. **Departmental Leader:**
4.8.1. The Departmental Leader of the Judicial Department shall be the Chief Justice of the UNOSGA Supreme Court.
4.8.2. The Chief Justice of the UNOSGA Supreme Court (or Chief Justice) is a Justice of the Supreme Court.
4.8.3. The Chief Justice is a Judicial Officer.
4.8.4. The Chief Justice at qualifying must have a 2.25 GPA.
4.8.5. The Chief Justice must also have completed one year of duty on the Supreme Court and be appointed from the Supreme Court Justices.
4.8.5.1. In the event that there are no qualified or willing justices, the UNOSGA President may appoint any student eligible in terms of GPA and Credit Hours.
4.8.5.1.1. The Justices issue a letter of refusal to the Chief Justice appointment, to be submitted to and distributed by the Senate CIO.
4.8.5.1.2. The Non-Justice Appointment to the Chief Justice Position, is subject to the same appointment process as a regular vacancy on the Supreme Court.
4.8.5.1.2.1. The President cannot appoint a Non-Justice Appointment to the Chief Justice Position if there is no vacancy on the Supreme Court.

4.9. Judicial Officers:

4.9.1. General Provisions:

4.9.1.1. The Officers of the Judiciary shall all be Supreme Court Justices.
4.9.1.2. Judicial Officers must attend one UNOSGA retreat within one academic year of their appointment.

4.9.2. Judicial Officer Appointments:

4.9.2.1. Shall be voted into office via a simple majority vote of the Supreme Court Justices.

4.9.3. The Judicial Officers of the Judiciary shall be:

4.9.3.1. The Presiding Justice of the Supreme Court.
4.9.3.2. Any position prescribed within the UNOSGA By-laws.

4.9.4. The Powers and Duties of the Presiding Justice shall be:

4.9.4.1. To assist the Chief Justice in the execution of their duties.
4.9.4.2. Assume the duties of the Chief Justice if they are unable to fulfill them.
4.9.4.3. To serve as the interim Chief Justice until the UNOSGA President appoints a new Chief Justice.

4.9.4.3.1. The UNOSGA President may appoint the Presiding Justice acting as Chief Justice to permanently fill the position.
4.9.4.3.1.1. This may only occur if the Presiding Justice meets the requirements of the Chief Justice.
4.9.4.3.2. This policy in no way removes the requirement for a Senate Rule Committee Appointment Hearing to take place on the appointment.

4.10. General Provisions:

4.10.1. The Judiciary shall be empowered to make and maintain their own Rules & Procedures with the approval of the Senate.
4.10.1.1. A ¾ vote of the entire Senate would be needed to overturn any of the Judicial Rules & Procedures.

4.10.2. The Judiciary’s duties would include traffic violations, violations of academic integrity, violations of the University Code of Conduct in addition to impeachable offences, any all other duties as prescribed within UNOSGA Policy as defined.

4.10.3. The Judiciary, specifically the Supreme Court, is be empowered to hear complaints of, and levy punishments against UNOSGA groups up to, but excluding, their dissolution/banishment from the UNOSGA.
4.10.3.1. Such a higher punishment will be referred to the Star Chamber.

4.10.4. If any court of the judiciary had business, they are required to submit a case report on the business held to the Senate CCO for distribution and to be present the Case Summary at the next Senate meeting.

4.10.4.1. This Case Report would include:

- 4.10.4.1.1. When they met,
- 4.10.4.1.2. Numbers present to reach quorum,
- 4.10.4.1.3. Place of the meeting,
- 4.10.4.1.4. Itemized number and nature of cases without giving the names of accused/students/defendants except in the case of UNOSGA Officials and Officers accused.
- 4.10.4.1.5. The report of the case must have a detailed summary, including its resolution.
- 4.10.4.1.6. Matters internal to the SGA and serious transgressions are to be in the spoken report in addition to the written report, which is to include all relevant information.
- 4.10.4.1.7. The signature of the Chief Justice.

4.10.5. Judicial Charges are to be a matter of public record.

- 4.10.5.1. The parties’ privacy must be preserved.

4.10.6. All established courts are to meet at least biweekly.

4.10.7. Once a case is submitted to the Clerk of Court, it must be presented/submitted to the Supreme Court, or relevant court within one business day and must be heard and decided upon within ten business days.

4.10.8. The case and decision is to be presented to the Senate in the aforementioned report by the next Senate Session.

4.11. Clerk of Court:

- 4.11.1. There shall be Clerks of Court, (or Court Clerks.)
- 4.11.2. The Court Clerks will assist the Judiciary in the execution of their duties.
- 4.11.3. All cases must be submitted to a Court Clerk who will submit it to the relevant court for adjudication.

4.12. Lower Courts:

- 4.12.1. The function and responsibilities of these lower courts will be left to the UNOSGA By-Laws.
- 4.12.2. The Judicial Rules & Procedures shall determine their operating policies.
- 4.12.3. A 2/3 vote of the active Senate would be needed to create a lower court and a ¾ vote of the entire Senate to dissolve one.

- 4.12.3.1. This petition would be raised by a senator, but the Senate would take the views of the court into consideration.
4.12.3.2. The Chief Justice may be able to petition for the establishment of another court.

5. Article V. Programming Department

5.1. Purpose:

5.1.1. The University of New Orleans Student Government Association Programming Department, herein referred to as the Student Activities Council, (or SAC,) shall serve as the programing department in order to create an all-encompassing UNOSGA that will serve the student body.

5.2. General Provisions:

5.2.1. To promote campus life and school pride to all students at the University of New Orleans.

5.2.2. To serve as an integral part in the educational process by allowing people to meet and exchange ideas, interests, and values.

5.2.3. To unify the students, faculty, staff, and alumni of the University of New Orleans by providing social, educational, cultural, and recreational programs.

5.3. Membership:

5.3.1. The membership of the SAC shall be open to all currently registered students of the University of New Orleans.

5.3.2. All members must maintain a 2.0 GPA.

5.3.3. There shall be two types of SAC Members:

5.3.3.1. A voting member is one who has completed the full requirements for membership, has been inducted into the organization, and is granted full voting privileges.

5.3.3.2. A non-voting member of the SAC is one who has not been inducted into the organization and has no voting privileges.

5.3.4. The requirement for becoming a full voting member is working five (5) SAC events.

5.3.5. In order to maintain it, voting members must work at one (1) SAC event each semester and attend the SAC meetings, unless they have class, or some other valid excuse.

5.3.6. The SAC President will confirm new voting members

5.3.7. The SAC Vice-President may excuse members from meetings who are, or will be absent.

5.4. Departmental Leader:

5.4.1. The Departmental Leader of the Programming Department shall be the Vice-President of Programming.
5.4.2. The UNOSGA Vice President of Programming (or SAC President) is a SAC Officer.

5.4.3. The SAC President will be appointed by the SGA President Elect from amongst a pool of interviewed applicants.

5.4.4. SAC presidential applicants will interview with the UNOSGA President Elect, the outgoing SAC President, and the SAC Adviser.

5.4.5. The SGA President Elect’s appointment, is confirmed by a simple majority vote of all SAC voting members present and voting at the next SAC meeting.

5.5. SAC Officers:

5.5.1. General Provisions:

5.5.1.1. To qualify to be an SAC Officer a Student have at least a 2.25 GPA.

5.5.2. The SAC Officers shall consist of the:

5.5.2.1. SAC President,
5.5.2.2. SAC Vice-President,
5.5.2.3. SAC Treasurer,
5.5.2.4. all Event Chairs,
5.5.2.5. and all other SAC Officers as prescribed in the UNOSGA By-Laws.

5.6. SAC Review Board:

5.6.1. The purpose of the SAC Review Board is to identify and deal with violations of the SAC’s Rules & Procedures, UNOSGA By-laws, constitution concerning the SAC.

5.6.2. The Review Board shall be the committee to hear complaints on the removal of officers, a member’s voting rights, or to expel a member from SAC.

5.6.3. Voting rights may be recovered by working five (5) events.

5.6.4. A formal complaint must be submitted to the SAC adviser in writing within one week after the perceived violation.

5.6.5. The chairperson of the Review Board will call a meeting within one week after receiving the written formal complaint.

5.6.6. The accused will have two weeks after receiving notification of complaint to request a hearing with the Review Board.

5.6.6.1. If the accused does not request a hearing in the two-week period, a hearing will be held without their presence.

5.6.6.2. The review board is required to make their time available to meet with the accused.

5.6.7. The hearing shall consist of:
5.6.7.1. The Review Board
5.6.7.2. The Accused

5.6.8. Either party has the right to request the UNOSGA President to sit in on the hearing as an impartial observer to ensure the proceedings are conducted properly and without bias.

5.6.9. The Review Board may judge the accused no fault/no misconduct, or guilty and sentence them to:
   5.6.9.1. Probation,
   5.6.9.2. Removal of voting privileges,
   5.6.9.3. Removal of an officer,
   5.6.9.4. Or a revocation of all membership privileges.

5.6.10. The convicted has the right to appeal the Review Board’s decision to the UNOSGA Supreme Court to be confirmed, overturned, or altered to make the penalty more or less severe.

5.6.11. For appeals, no testimony will be heard, but rather only the evidence and the written records will be reviewed.

5.6.12. From the time a complaint is made to the adviser, until the conclusion of the hearing, all information pertaining to the matter must be kept in a hearing record.

5.6.13. The UNOSGA President, if an observer, must take notes as well, which will be a part of the hearing record for the Supreme Court to review.

5.6.14. **The composition of the SAC Review Board shall be:**
   5.6.14.1. SAC President as Chair
   5.6.14.1.1. If a complaint filed involves the President or he/she is not available to deal with the violation, the Vice-President shall take the President’s place on the Review Board.
   5.6.14.2. SAC Adviser
   5.6.14.3. One (1) voting Member of SAC to be determined through a vote by all SAC Members as the first SAC meeting of each semester.

6. **Article VI. Privateer Council Department**

6.1. **Purpose:**
   6.1.1. The University of New Orleans Student Government Association Privateer Council, herein referred to as the Privateer Council, shall serve as the primary avenue of communication between the various student groups of the UNOSGA, in order to create an all-encompassing UNOSGA that will .

   the Student Body

6.2. **General Provisions:**
6.2.1. Shall assist in funding and organizing recruitment and events for Student Organization.

6.2.2. Shall meet at least once a month.

6.2.3. The membership will be the Presidents, or the equivalent of all SGA student organizations, or the respective organizations’ selected and approved, by the Privateer Council.

6.2.4. Shall provide a means and an avenue of communications among student organizations and the UNOSGA.

6.2.5. May make and pass resolutions.

  6.2.5.1. Resolutions must be submitted to the Secretary General a week prior to the meeting. The Secretary General is then to submit the resolution to the delegates forty-eight (48) hours prior to the meeting.

6.2.6. Shall have the authority to limit, sanction, and remove representation of student organizations that do not follow the vision and mission of the Privateer Council, or the UNOSGA constitution.

6.2.7. To create and maintain their Departmental Rules & Procedures.

  6.2.7.1. A change in their Departmental Rules & Procedures must be approved by the Senate.

6.3. Departmental Head:

6.3.1. The Departmental Leader of the Privateer Council Department shall be the Secretary General of the Privateer Council.

6.3.2. The Secretary General of the Privateer Council shall be elected by the voting representatives of the Privateer Council.

6.3.3. The Powers and Duties of the Secretary General of the Privateer Council:

  6.3.3.1. To enforce the Departmental Rules and Procedures.

  6.3.3.2. To coordinate the communication for the between various student organizations and the UNOSGA.

7. Article VII. Impeachments and Removal of Officers and Officials

7.1. The criteria for removing UNOSGA Officers or Officials is to be:

  7.1.1. Willfully overstepping constitutional bounds/constraints,

  7.1.2. Dereliction of duty, the persistent poor performance of their duty, or the malicious abuse of their authority

  7.1.3. And violations of University Policy, the Student Handbook, or the UNOSGA Code of Conduct on campus, or at University (or University related) functions.
7.1.3.1. These violations are not retroactive, nor can violations committed prior to assuming a position be used against an individual to impeach or remove any officer or official.

7.2. The UNOSGA Code of Conduct is as follows:

7.2.1. Must abide by Federal, State, and New Orleans Laws.
7.2.2. The UNOSGA members must also abide by the University of New Orleans rules of academic integrity.
7.2.3. They must act in a manner according to their position as a member of the UNOSGA at any University, or University affiliated functions. (“affiliated” defined as a function thrown by an official university group.)

7.2.4. Members of the UNOSGA must treat all students equally.

7.2.5. The following are forbidden:

7.2.5.1. Conviction of a Felony
7.2.5.2. Criminal Stalking
7.2.5.3. Theft/Burglary/Robbery
7.2.5.4. Battery
7.2.5.5. Rape/Sexual Assault
7.2.5.6. Assault
7.2.5.7. Hazing

7.2.6. Also included are the conviction of:

7.2.6.1. Underage Drinking,
7.2.6.2. Knowingly Aiding in the Delinquency of a Minor, with Regards to Alcohol
7.2.6.3. Destruction of Property
7.2.6.4. Illicit drug use
7.2.6.5. Sales and distribution of illicit drugs

7.2.7. And all other code of conduct provisions prescribed for in the UNOSGA By-laws.

7.3. The UNOSGA will decide matters of impeachment and removal for its members.

7.4. A recall election may be held for all UNOSGA Senators, the UNOSGA President, and Vice-President if 10% of the position in question’s electorate petitions for their removal.

7.4.1. Upon verification of the petition by the Election Commissioner a recall election will be held at the earliest possible convenience to allow for filing and campaigning for the incumbent and any opposition.

7.5. Calling to Impeachment:

7.5.1. The Senate can call for any UNOSGA Officer or Official to be impeached through drafting a Bill of Particulars to be debated and passed by 2/3 of the active Senate.
7.5.2. Any student can issue a Request for Judicial Review against any UNOSGA Officer or Official:

7.5.2.1. In all cases, except for the removal of Justices, the case will be sent to the Judiciary to be decided by a simple majority of the active court.

7.5.2.2. In the case of Justices, the case will be sent to the Senate Impeachment Body.

7.5.2.2.1. The Senate Impeachment Body are all Senators not holding officer positions.

7.5.2.2.2. The Senate Presiding Officer presides over the proceedings.

7.5.3. For Senators, the decision can be appealed by a ¾ vote of the active Senate.

7.5.4. For Executives, the decision can be appealed by a simple majority vote of the Student Body.

7.5.5. In the case of Justices the decision can be appealed by the Senate Trial Body.

7.5.5.1. The Senate Trial Body are all Senate Officers and Deputy Senate Officers.

7.5.5.2. UNOSGA President presides over the proceedings.

8. Article VIII. Removal of Student Groups:

8.1. In the event of repeated violations of the missions, trust, and principles of the UNOSGA determined by the SAG Supreme Court, such that problems with the group are deemed to be systemic, the Star Chamber will convene.

8.2. The Star Chamber will determine whether the flaws inherent to the group’s culture are so deeply ingrained and deleterious to the UNOSGA as to warrant the group’s suspension from the University of New Orleans.

8.3. The Star Chamber may suspend a group up to four (4) years.

8.4. This body shall be comprised of:

8.4.1. the UNOSGA Supreme Court Chief Justice (as voting Chair)

8.4.2. the UNOSGA President

8.4.3. the UNOSGA Vice-President of Legislative Affairs

8.4.4. the UNOSGA Vice-President of Programming

8.4.5. the Secretary General of the Privateer Council

8.5. The vote must be unanimous.

8.6. Abstention votes are prohibited.

9. Article IX. Termination of UNOSGA Staff Employment:

9.1. UNOSGA Staff employment may be terminated, by the the Star Chamber.
9.2. For terminating the employment of an UNOSGA Staff, a simple majority vote is required.
9.3. For more, see Article XI

10. Article IX. Constitutional Reform:
10.1. Five (5) members of each of the five (5) Departments of the SGA, to be determined by the respective body (Senate ex. Presiding Officer, President Pro-Tempore, Parliamentarian, Chief Financial Officer, and Chief Information Officer) must convene every summer during the leadership retreat to review and reform this constitution.
10.2. Each bodies’ group of representatives would form their own sub-committees to review the section of the constitution pertaining to their own SGA body. The group would then reconvene as a whole to debate and vote on any changes.
10.3. All changes would need ¾ of the Reform Committee, rounding up, or 19 votes to go into effect.
10.4. The Constitution would then be presented to the Senate at its first session, for a vote of 2/3 to approve, or deny.
10.5. Regardless of the vote, it would then be sent to the SGA President for Executive Action.
10.5.1. In the case that the Senate does not pass reforms recommended by the Reform Committee the President has the option to present it to the Student Body for approval and vote without Senate blessing.
10.5.1.1. This must be clearly referenced in all communications and votes that this is done without the blessing of the Senate.
10.6. If it does go forward, then it is presented to the Student Body for a referendum.
10.7. Upon passage, it goes to the SGA President for signature.
10.8. Implementation:
10.9. With the exception of leadership selection, this constitution will go into effect the Fall semester of 2015.
10.10. The sections regarding selection of leadership will be in effect for the Spring 2015 election.

11. Central Hiring Committee (CHC):
11.1. Comprised of, but not limited to the:
11.1.1. UNOSGA President (as Chair)
11.1.2. UNOSGA Vice President for Legislative Affairs
11.1.3. UNOSGA Vice President
11.1.4. Office Manager
11.1.5. Senate President Pro Tempore
11.1.6. UNOSGA Adviser as a non-voting/non-quorum member
11.1.7. Senate Parliamentarian as a non-voting/non-quorum member
11.1.8. and any other member prescribed in the UNOSGA By-Laws.

11.2. The CHC will conduct interviews and decide on the hiring of the UNOSGA Staff.
11.3. The specifics of the Hiring Committee’s policies shall be prescribed in the UNOSGA By-Laws.
11.4. For SGA Staff hired, a 30 day performance review, followed by a 90 day review, followed by an annual review conducted on the first business day of the Fall semester is required to be filed.
11.5. These performance reviews would be submitted to the Senate Parliamentarian in their capacity as Chair of Soe Rules Committee.
11.6. Anytime a member of the UNOSGA Staff fails a performance review, the Rules Committee will review their performance and discuss it and, in consultation with the relevant department, recommend: no action, leave without pay for a period no longer than a calendar week, a warning, or termination of employment.
11.7. If the hire’s head of department and the Rules Committee agree on the punishment, then said penalty is automatically enacted.
11.8. If there is disagreement, then it moves to the Star Chamber for judgment.

12. **Central Budget Committee:**

12.1. There shall be a Central Budget Committee (CBC) that shall determine the budgeting and allocation of all fund, and fees under the authority of the UNOSGA.
12.2. The CBC will be design the Annual UNOSGA Budget based on a projection of how much revenue is expected for the next academic year.
12.3. Based upon the previous year’s allocation, they divide the money.
12.4. They can increase how much a subcommittee gets by however much they are able.
12.5. However, they cannot deduct a subcommittee’s budget by more than 5%.
12.6. Two Central Budget Committee members will chair/sit on each subcommittee. They will be charged to run the meetings and have voting power.
12.7. If the Central Budget Committee rejects a subcommittee’s budget allocation, it sends the relevant budget back to that subcommittee with recommendations.
12.8. If the subcommittee is unable to make an agreeable budget, then they will receive the budget they got last year, minus 5% as a punitive measure.
12.9. The 5% deducted would be split between the Senate and Executive accounts 75/25.
12.10. There would be a scheduled date for each subcommittee to have their budget completed and one for presentation to the Central Budget Committee.
12.10.1. Timeline to be determined by the Vice-President
12.11. All tie votes would be considered failed votes in subcommittees.
12.12. Subcommittee chairs shall not conclude the final meeting until a budget is passed for submission to the Central Budget Committee.
12.13. The subcommittee votes and elects one (1) of its members to represent their budget proposal and advocate for it to both the Central Budget Committee and the Senate.
12.14. This would then be voted upon by the Senate.
12.15. When the Central Budget Committee submits the budget to the Senate for a vote, it can either be approved, or rejected to be sent back to committee for amending with Senate recommendations to be resubmitted for the next Senate meeting.
12.16. In the event that a budget is rejected twice, the Senate and the entire Central Budget Committee must remain in session until an acceptable budget is drafted and passed by both bodies.
12.17. The entire Central Budget Committee must be present for any presentation of the budget to the Senate for approval barring scheduling conflicts, illness, family issues, and the like.
12.18. For the Maintenance and Technology Committees, they will be permitted for funds to be allocated by themselves for later in the year as they lack allocation bodies of their own.
12.19. When the Central Budget Committee allocates money to various subcommittees, those subcommittees receiving specific fees are required to exhaust this money first before receiving funds from the SGA fee apportioned to them.
12.20. Each subcommittee is to create a reserve account.
12.20.1. When this reserve account fills up to the equivalent of 15% of the total fee generated revenue from the previous fiscal year, then the rules on specific fees come into effect.
12.21. Appointees to the Central Budget Committee cannot also be legislated members of any of the subcommittees.
12.22. The SGA Vice President Elect must serve as can ex-officio non-voting/non quorum member of all subcommittees in order to advocate for the Executive’s vision.
12.23. Membership shall include, but is not limited to:
12.23.1. Ree UNOSGA Vice President as Chair
12.23.2. the UNOSGA Vice President’s Chief of Staff as a Non-Voting Vice Chair
12.23.3. Five (5) members appointed by the Senate
12.23.4. Four (4) members appointed by the UNOSGA President
12.23.5. Senate Chief Financial Officer
12.23.6. Senate President Pro Tempore
12.23.7. One (1) member of SAC nominated by their outgoing Executive Board, approved by the incoming Executive Board, and voted upon by the Senate.

12.23.8. And any additional members prescribed in the UNOSGA By-Laws.

12.24. The CBC Sub-Committees are:

12.24.1. SAC Budget Committee-

12.24.1.1. SAC Budget Committee Members consist of the:

12.24.1.1.1. SAC President,
12.24.1.1.2. SAC President Elect,
12.24.1.1.3. SAC Treasurer,
12.24.1.1.4. SAC Treasurer Elect,
12.24.1.1.5. Two (2) Central Budget Committee Members,
12.24.1.1.6. and the SAC Adviser as non-voting/non quorum member

12.24.1.2. Their purpose is to propose and draft their annual budget for established events and to apportion money for their later allocation for additional programming.

12.24.1.3. Legacy Events are Constitutionally Protect and cannot be removed from the SAC Budget.

12.24.1.3.1. Legacy Events shall be designated in the UNOSGA By-Laws.

12.24.2. SGA Budget Committee:

12.24.2.1. SGA Budget Committee Members:

12.24.2.1.1. UNOSGA Vice-President,
12.24.2.1.2. UNOSGA Vice-President Elect,
12.24.2.1.3. UNOSGA President Elect,
12.24.2.1.4. UNOSGA Vice President of Legislative Affairs,
12.24.2.1.5. Senate CFO,
12.24.2.1.6. Senate President Pro Tempore,
12.24.2.1.7. Secretary General of the Privateer Council,
12.24.2.1.8. Two (2) Central Budget Committee Members,
12.24.2.1.9. Travel Fund Graduate Assistant,
12.24.2.1.10. Office Manager,
12.24.2.1.11. and the SGA Adviser as a non-voting/non -quorum member.

12.24.2.2. Their purpose is to budget for established expenses, determine the funding for reallocation bodies within the SGA, and the funding project proposals.

12.24.2.3. Constitutionally Protects UNOSGA Budget Items cannot be removed from the UNOSGA Budget.
12.24.2.3.1. Marketing, Senate Operating Account, Executive Operating Account, Travel Fund, Salaries, Stipends, Scholarships, SGA Incentives, Legal Services, and any mandatory expenses.

12.24.3. SGA Academic Operations-

12.24.3.1. SGA Academic Operations Membership

12.24.3.1.1. Two (2) Central Budget Committee Members

12.24.3.1.2. One (1) College of Liberal Arts Dean Appointment

12.24.3.1.3. One (1) College of Business Administration Dean Appointment

12.24.3.1.4. One (1) College of Engineering Dean Appointment

12.24.3.1.5. One (1) College of Education and Human Development Dean Appointment

12.24.3.1.6. One (1) IDS Director Appointment

12.24.3.1.7. One (1) SGA Presidential Appointment

12.24.3.1.8. One (1) University Presidential Appointment

12.24.3.1.9. All Deans, all Department heads, and all program directors as non-voting/non-quorum members.

12.24.3.2. Purpose

12.24.3.2.1. Their purpose is to budget for established expenses, determine the funding for reallocation bodies within the colleges, and fund project proposals.

12.24.3.3. College Councils:

12.24.3.3.1. The college councils shall act as the standard reallocation body for the Academic Budget during the year.

12.24.3.4. No less than 20% of the Academic Budget shall be reserved for the individual college councils.

12.24.4. SGA Student Organizations-

12.24.4.1. SGA Student Organizations

12.24.4.1.1. Two (2) Central Budget Committee Members

12.24.4.1.2. Secretary General of the Privateer Council

12.24.4.1.3. Senate Chief Communications Officer

12.24.4.1.4. Vice-Chair of Student Affairs

12.24.4.1.5. One (1) Secretary General of the Privateer Council Appointee

12.24.4.1.6. Director of SIL as non-voting/non quorum member

12.24.4.2. Purpose

12.24.4.2.1. Their purpose is to fund student organizations’ submitted budget proposals.
12.24.5. SGA University Maintenance-
12.24.5.1. SGA University Maintenance Membership-
12.24.5.1.1. Two (2) Presidential Appointments
12.24.5.1.2. Two (2) Central Budget Committee Members
12.24.5.1.3. One (1) SGA Presidential Appointment
12.24.5.1.4. One (1) University Presidential Appointment
12.24.5.1.5. Facility Services Head, Custodial Services Head, and all Deans as non-voting/non quorum members

12.24.5.2. Purpose
12.24.5.2.1. Their purpose is to fund budget proposals submitted by the non-voting/non quorum members, in addition to SGA proposals.
12.24.5.2.2. It shall be used for the construction, maintenance, and repair of all facilities and grounds of the University of New Orleans.

12.24.6. SGA University Technology-
12.24.6.1. SGA University Technology Membership:
12.24.6.1.1. Two (2) Central Budget Committee Members
12.24.6.1.2. All Student Technology Fee Students
12.24.6.1.3. One (1) SGA Presidential Appointment
12.24.6.1.4. One (1) University Presidential Appointment
12.24.6.1.5. All Student Technology Fee Committee Faculty and Staff, and all Deans as non-voting/non quorum members.

12.24.6.2. Purpose
12.24.6.2.1. Their purpose is to fund any and all digital and hardware infrastructure on campus.

13. **Article XIII: The Election Commission:**

13.1. Headed by the Election Commissioner
13.1.1. Appointed by the chief justice of the supreme court
13.2. The committee will also comprise of 5 commissioners
13.2.1. Two commissioners to be appointed by the UNOSGA president
13.2.2. Three commissioners to be appointed by the UNOSGA Senate
13.2.3. All appointments will be confirmed by a simple majority of the UNOSGA Supreme Court
13.3. The committee handles yearly reapportionment for Academic Senators.
13.3.1. The Commission will determine the eligible number of seats per college available within the senate on an annual basis
13.3.1.1. Based off of fall enrollment numbers from the previous year
13.4. Organizes all UNOSGA elections,
13.5. Verifies signatures on recall petitions,
13.6. Members shall be ineligible, regardless of resignation, to any elected office in the subsequent Fall semester, with the exception of a vacancy in the office of Election Commissioner.
13.7. They may be appointed to an UNOSGA position by the UNOSGA President.
13.8. The commission keeps track of UNOSGA Officer Vacancies.
13.9. The Election Commissioner is in charge of the staffing of polling stations with Volunteers.
13.10. The Election Commissioner’s appointment is for one Senate Term.
13.11. The Election Commissioner can only remove commission members between the time of their appointment and the SGA President’s inauguration.
13.12. Commission members are appointed for the duration of their tenure as a student unless they resign, are removed, or are dismissed by the Election Commissioner.
13.13. The Commission will judge any election disputes, or violation of UNOSGA election policies.
13.14. The SGA Supreme Court will be the appellate body for decisions by the Election Commission.

14. Article XIV. Greek Council:
14.1. In order to foster a greater relationship between the UNOSGA and members of the Greek Life Community at UNO the UNOSGA recognizes the need for the creation of a Greek Council consisting of representation of members from all of the current Greek Councils (IFC, NPHC, and PHC)
14.2. The Greek Council must create a Greek Council constitution and internal by-laws
   14.2.1. these Must be approved by the UNOSGA President and the UNOSGA Supreme Court before ratification
   14.2.2. The Greek Council Constitution must ensure equal opportunity for representation for all Greek Organizations
   14.2.3. Any changes to the by-laws or constitution must be deemed appropriate and in standing with the UNOSGA Constitution by the UNOSGA Supreme Court
14.3. The Greek Council will consist of:
   14.3.1. President
   14.3.2. Vice-President of Academic Affairs
   14.3.3. Vice-President of Greek Week
   14.3.4. Vice-President of Marketing
   14.3.5. Vice-President of University Affairs
   14.3.6. Vice-President of Programming
14.3.7. Financial Officer
14.3.8. IFC Representative
14.3.9. PHC Representative
14.3.10. NPHC Representative
14.3.11. UNOSGA Secretary of Greek Life

14.4. This body shall meet to discuss, create, and enact proposals with money provided to them by the Central Budget Committee.

14.5. The Greek Council will receive no funding from the Central Budget Committee unless all requirements outlined within this article are met.

15. **Article XV. Executive Fee Committee:**

15.1. Every year, this committee would meet to review Student Self-Assessed Fees.

15.2. Their duty would be to determine if any need to be changed, grown, decreased, or altered in any way to go before the students in a referendum.

15.3. This committee would serve as the successor to the University Budget Committee Student Subcommittee being established.

15.4. In terms of membership:

15.5. Six (6) undergraduates, one (1) from each college, nominated and approved by the Senate.

15.5.1. Not necessarily senators themselves.

15.6. SGA President

15.7. One (1) graduate student from each college with a graduate program, appointed by their respective deans.

15.8. Appointed by the SGA President-

15.8.1. One (1) from Athletics

15.8.2. One (1) from Greek Life

15.9. Appointed by SAC President

15.9.1. One (1) from SAC

15.10. This would be chaired by SGA Vice President

16. **Article XVI. Ratification and Implementation:**

16.1. All elected and appointed Officers shall retain their position and fulfill their terms.

16.2. All terms expiring prior to the Spring Inauguration shall be extended until then.

16.3. Positions not carried over from the previous constitution shall be dissolved.

16.4. The SG President shall assume the role of the UNOSGA President.

16.5. The SG Vice President shall assume the role of the Vice-President of Legislative Affairs, with a simple majority vote of the senators present and voting.
16.6. President Pro Tempore of the SG Senate shall assume the role of President Pro Tempore of the SGA Senate.
16.7. Parliamentarian of the SG Senate shall assume the role of Parliamentarian of the SGA Senate.
16.8. Chair of the Student Affairs Committee shall assume the role of the SGA Senate Chief Communications Officer.
16.9. Chair of Finance Committee shall assume the role of the SGA Senate Chief Financial Officer.
16.10. The SG Treasurer shall not carry over in the new government.
16.11. The SG Secretary of State shall not carry over in the new government.
16.12. The UNOSGA Vice-President will go through the appointment process outlined in its relevant section.
16.13. The Election commissioner will go through the appointment process outlined in its relevant section.

17. Article XVII. Supremacy Clause:
17.1. The UNOSGA recognizes the authority of local, state, and federal laws. The UNOSGA recognizes the authority of the State Constitution of Louisiana and The Constitution of the United States of America. In cases where the constitution or by-laws of any entity that is part of the UNOSGA the UNOSGA Constitution take precedence.

18. Article XVIII. Oath of Office:
18.1. I, ________, hereby swear (or affirm) that I will carry out the duties of my office to the best of my abilities in accordance with the Constitution of the Student Government Association of the University of New Orleans.
18.1.1. The Chief Justice is to give the oath to the UNOSGA President. The UNOSGA President will then give the oath to the department heads. The department heads will then give the oath to their respective members/officers/officials.