ARTICLE I: RESPONSIBILITY
A. The By-laws and Statutes shall be considered binding to all members of the Legislative and Executive Branch of the Student Government Association as well as to those members of the Executive Cabinet, outlined in Article V, who are duty-bound to the Executive Branch.
B. An SGA Executive Board designee in collaboration with the Legislative Affairs Committee is responsible for the continuous maintenance of the SGA By-laws and Statutes such that at any time they reflect all legislation enacted as of that time. Legislation shall be considered enacted when all SGA action, including but not limited to voting and signing by the President, is completed.
C. The By-laws and Statutes shall at all times be subordinate to the Constitution of the Student Government Association.

ARTICLE II: ASSEMBLY ORGANIZATION

Section 1: Orientation
A. Executive Board members must complete orientation with the Dean of Students office.
B. New senators will be given an orientation session no later than two weeks after the fall elections. During this session, the following materials shall be distributed or discussed with all new Senators:
   1. Copies of the SGA Constitution and By-Laws
   2. Parliamentary Procedure overview
   3. Guidelines and suggestions regarding the process of introducing bills, motions, resolutions, etc., and a description of what happens once legislation is passed
   4. A current list of position occupancies and vacancies
   5. The officers will also discuss their office in terms of duties and responsibilities
   6. Nomination, debate, voting approval of Executive Council members
   7. Committee overview and delegations

C. Incumbent Senators who have not attended an orientation must attend the next scheduled orientation.

Section 2: Assembly Meetings
A. Presiding Officer
   1. The Vice President, also known as the presiding officer, shall preside over all meetings of the Senate and be referred to as “Mister or Madam Vice President.”
   2. The Vice President reserves the right to set meeting times and locations and may call emergency special meetings.
   3. In the event that the Vice President is not in attendance, the President Pro Tempore shall preside over the meeting and be referred to as “Mister or Madam President Pro Tempore.”
   4. Any student, university personnel, and/or media personnel may speak at Senate meetings after being recognized by the presiding officer.
B. Meeting Agenda
   1. The standard meeting agenda shall be as follows, unless voted otherwise by two thirds (2/3) vote of the Senate that is present:
      a. Meeting called to order by Presiding Officer.
      b. Attendance by the Secretary.
      c. Minutes Reading and Approval by Secretary.
      d. Officer Reports.
      e. Committee Reports.
      f. Old Business before the Senate.
      g. New Business.
      h. Miscellaneous business and announcements.
      i. Adjournment.

C. Adjournment
   1. Adjournment may only be called when all the Senate business is done; however, a motion for a recess may be made at any point during the meeting.

D. Recess
   1. If the Senate recesses, the next session begins at the point where the Senate has recessed. If the Senate is adjourned, the next session begins with the beginning of the agenda.
   2. The presiding officer shall determine the length of recess.

E. Dress Code
   1. Men
      a. The dress attire will be business casual and shall include but is not limited to collared shirts and dress slacks (khakis, blue or black dress slacks).
      b. No sneakers or sandals may be worn.
      c. No head attire will be worn.
      d. No jeans may be worn.
      e. No T-shirts may be worn.
   2. Women
      a. The dress attire shall be business casual and shall include but is not limited to blouses or collared shirts and dress slacks (khakis, blue or black dress slacks).
      b. No sneakers or flip flops shall be worn.
      c. No jeans shall be worn.
   3. Casual Monday
      a. Casual meeting attire is only permitted with notification from the SGA Executive Board.
   4. Dress code for mandatory events will be specified at the time of the announcement. Those directing the event reserve the right to ask members of SGA to leave an event if not dressed appropriately.
   5. All matters of the dress code shall be left to the interpretation of the Senate Judiciary Committee and President Pro Tempore.

F. All records, such as meeting agendas, meeting minutes, budgets, committee reports, etc. should be made available to review to the Valdosta State University community—students, faculty staff, and administration.

Section 3: Assembly Governance
A. Parliamentary Procedure
   1. Roberts Rules of Order (Parliamentary Procedure) shall be followed. If there is a conflict with the SGA By-laws or the SGA Constitution, the By-laws will override Roberts Rules of Order and the SGA Constitution will override the By-laws.
   2. Parliamentary Law gives the Presiding Officer the power to rule on questions of order or to answer parliamentary inquiries as proscribed by the most current edition of Roberts Rules of Order.
3. All inquiries regarding points of order, rules and procedures, or parliamentary procedure must be referenced by the SGA Constitution, the SGA By-Laws, or Roberts Rules of Order.

B. Suspension of Rules

1. The rules may be temporarily suspended by two thirds (2/3) vote of the Senate that is present. When requesting suspension of the rules, the requesting Senator must state the purpose, and when that purpose has been carried out, the Senate rules shall immediately go back into effect.

Section 4: Assembly Structure

A. Voting

1. Executive Board and Executive Cabinet members shall not vote, with the exception of the Presiding Officer, who votes in case of a tie.

2. There shall be three (3) ways in which a Senator may vote:
   a. For—in favor of the motion or legislation.
   b. Against—opposed to the motion or legislation.
   c. Abstention—neither for nor against the motion or legislation. It is advised that Senators abstain only in cases in which there is a distinct conflict of interest.

B. Debate

1. Every member of the SGA has the right to speak to every debatable motion before it is finally acted upon. This right cannot be interfered with except by two thirds (2/3) vote of the Senate that is present.

2. Until a matter has been brought before the Senate in the form of a motion proposing a specific action, it cannot be debated.

3. No member can speak more than twice (2) to the same question on the same day except that in case of an appeal. Only the Presiding Officer may speak more than twice during debate, in order to advise the Senate during the debate process.

4. A member, having obtained the floor, can speak no longer than five (5) minutes unless otherwise specified by two thirds (2/3) vote of the Senate that is present.

5. Asking a question or making a brief suggestion will not be counted as speaking during debate as long as the remark does not comment on the motion/question that is pending.

6. Members of the Senate shall not address one another directly, but must address all remarks through the Presiding Officer as proscribed by the most current edition of Roberts Rules of Order.

7. Any student of Valdosta State University may speak in regards to debate on issues and legislation before the Senate; however, speaking preference is given to members of the Senate.

8. Executive Board and Executive Cabinet are permitted the same rights in debate as any other member of the organization, but the impartiality required of their position suggests that Senate Officers and Executive Board members refrain from debate and act in an advisory role to the Senate during the debate process.

   a. These rules do not apply to the Parliamentarian or the Presiding Officer of the Senate.

   b. The Parliamentarian and Presiding Officer, in order to maintain a position of impartiality, do not participate in debate, or vote on any question except in case of a tie, in which the Presiding Officer votes.

C. The structure of the Senate, including but not limited to, agendas and seating arrangements, are to be set by the Vice President, or his/her designee.

Section 5: Attendance

A. Members of the Senate, Executive Board, and Executive Cabinet are required to:

1. Attend all regularly scheduled meetings of the Senate.

2. Attend all regularly scheduled meetings of their committees.

3. Attend all mandatory events as specified by the Senate.

4. Communicate within 24 hours with the SGA Secretary regarding any absences before the meeting or event has occurred.
B. Early Dismissal
   1. Any member who leaves a Senate meeting early without permission or approval by the Secretary, the early dismissal will be documented as one half (1/2) of an unexcused absence.

C. Excused Absences
   1. Situational or excused absence approvals will be left to the discretion of the SGA Secretary.
   2. An excused absence includes the following: academic class opportunity (extra credit, etc.), family emergency, an official university event, or personal illness with documentation.

D. Unexcused Absences
   1. If a member of the Senate has acquired three or more unexcused absences in a semester he/she shall be subject to expulsion from the Senate.

E. Tardiness
   1. If a member of the Senate has incurred an unexcused instance of tardiness three or more times from any meeting or event deemed mandatory, he/she will be charged with one absence on his/her attendance record.
   2. An unexcused tardy during meetings will be defined as anytime a member of the Senate arrives after the official roll has been called/taken.
   3. An unexcused tardy during an event will be defined as anytime a member of the Senate arrives after the official start time of the event, unless it is otherwise specified that the member in question was to arrive at a time that is different from the official start time of said event.
   4. All instances of tardiness must be discussed with the SGA Secretary after the meeting or event has concluded.

F. Absence Reprimand
   1. If three or more unexcused absences have occurred, the Senate member in question will be required to receive notification of his/her absences from the Judiciary committee within one week of his/her last absence regarding his/her current status within the Senate.
   2. If the Judiciary Committee decides to allow the member in question to remain a current voting member of the Senate, the Senate must then by majority vote (50%+1) choose to keep him/her as a current voting member of the Senate.
   3. If the member in question is voted out of the Senate by majority vote (50%+1) of the Senate, he/she shall not be allowed to become a member of the Senate again for one full year from the date of expulsion, unless otherwise specified by the Senate Judiciary Committee in cooperation with the SGA Senate.

G. Members of the Senate and Executive Board must be given two weeks’ notice of a mandatory SGA event, when possible.

H. Any absence not reported to the SGA Secretary and/or Committee Head before the meeting or event has occurred will be considered an unexcused absence unless underlying circumstances have occurred.

I. Falsification of any information on an official SGA absentee form will automatically result in a referral to the Judiciary committee.

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**ARTICLE III: COMMITTEES**

**Section 1: Organization**

A. There shall be seven (7) Student Government Association committees:
   i. Civic Service & Finance
   ii. Health Services
   iii. Judiciary
   iv. Legislative Affairs
   v. Public Relations
   vi. Safety and Security
   vii. Student Affairs

**Section 2: Appointment**
A. The number of members to serve on each committee shall be left to the discretion of the President Pro Tempore, in cooperation with the Vice President and committee chairpersons of each committee.

B. Candidates for chairpersons may be required to provide an application and/or speech in an assembly meeting prior to being assigned a committee chairperson at the discretion of the SGA Executive Board.

C. An executive board or cabinet member may be assigned as an ex-officio member of each committee.

D. Committees shall be reviewed and evaluated by the President Pro Tempore.

Section 3: Expectations

A. Shall meet every week or whenever deemed necessary by the chairperson.

B. Shall coordinate or co-sponsor at least two programming events per year that relates to their committee duties and responsibilities for the entire student body outlined in Article III, Section 5.

C. Shall provide student representation on any board, committee, etc., related to committee on campus as needed.

D. Shall present legislation before the Senate as so deemed necessary to make improvements to the respective committee focus.

Section 4: Committee Chairperson

A. Shall coordinate weekly committee meetings with a prepared agenda.

B. Shall provide a report to the Senate during Senate meetings.

C. Shall provide a written bi-weekly report to the executive board by the assigned dates.

D. Shall report all business directly to the President Pro Tempore and Vice President prior to all regularly scheduled meetings.

E. Shall call a special meeting as deemed necessary.

F. Shall conduct attendance at each committee meeting and report attendance to the SGA Secretary and the Judiciary committee in a timely fashion.

G. Shall have the discretion to appoint and oversee sub-committee chairpersons to fulfill the duties and responsibilities of the committee after consultation with the SGA Vice President and President Pro Tempore.

H. Shall perform other assigned duties per the request of the executive board.

Section 5: Duties and Responsibilities

A. Civic Service & Finance

1. Shall provide financial approval of all committee activities and functions.

2. Shall report all financial information concerning committee activities and functions to the Senate at every regularly scheduled Senate meeting.

3. Shall be responsible for initiating and completing financial audits when needed.

4. Shall advise, review, and coordinate co-sponsorship applications by student organizations and university departments seeking funds from the SGA in collaboration with the SGA Comptroller.

5. Shall adhere to, enforce, and ensure feasible allocation of the financial cap for co-sponsorships.

6. Shall maintain an "open door policy" with all student organizations to schedule financial co-sponsorship request presentations before the Senate.

7. Shall explore and coordinate community service and philanthropic opportunities for SGA.

8. Shall coordinate in collaboration with the SGA Comptroller fundraising efforts for the Student Government Association account through the VSU Foundation.

9. Shall directly report to the SGA Comptroller.

B. Health Services

1. Shall communicate with the appropriate university department(s) relating to health services on campus as needed.

2. Shall advocate for issues concerning the health and well-being of students.

3. Shall designate representation at every Dining Advisory Board meeting through campus dining services.

4. Shall address environmental and recycling concerns of the University and student body.

5. Shall promote or sponsor any health related event and/or activity on campus.
C. Judiciary
1. Shall be responsible for the enforcement of all rules and expectations for all members of the Senate, Executive Board, and Executive cabinet.
2. Shall provide a fair and just punishment for all transgressions made by Senators, Executive Board, and Executive cabinet.
3. Shall submit a formal motion of impeachment on any member of SGA before the Senate after a majority vote of the committee.
4. Shall refer all disputes to judicial affairs reprimands to the majority leader, the President Pro Tempore.
5. Shall refer all cases that cannot be settled within the committee or legislative branch to the SGA Judicial Council.
6. The verdicts rendered by the Senate Judiciary can only be over turned by two thirds (2/3) vote of the Senate that is present.

D. Legislative Affairs
1. Shall appoint an Elections Chairman to coordinate the elections process with the third party Elections committee in accordance with the Elections Code.
2. Shall advise SGA of local, state, and national governmental affairs and legislation that will affect the student constituency.
3. Shall be required to review the SGA Constitution, By-Laws, and Parliamentary Procedure at least once during each academic year as to make sure the Constitution, By-Laws, and Parliamentary procedure are up to date and being properly followed.
4. Shall review periodically the set of rules and regulations found in the VSU Student Code of Conduct and make recommendations to the Dean of Students.
5. Shall work in consort with the SGA President to ensure that legislation approved by the Senate is considered by the Administration (and/or other authorities) and is enacted with expediency, when possible.
6. Shall maintain proper record keeping of legislation proposed and approved.
7. Shall adhere to and oversee the procedures outlined Article IV of the SGA By-laws.
8. Shall review proposed legislation, resolutions, and petitions and provide feedback and recommendations to Senate, as deemed necessary.
9. Shall coordinate educational opportunities for the legislative branch in composing legislation, resolutions, and petitions.

E. Public Relations
1. Shall work in partnership with other committees of the Senate to increase the student body’s awareness of the SGA purpose, vision, agenda, and actions.
2. Shall inform the student body of events that takes place in the Senate, and to act as a liaison with the Senate and the on campus media.
3. Shall organize, coordinate, and execute events that inform potential VSU students about SGA and its purpose.
4. Shall prepare a monthly newsletter on the workings of SGA to publish to the student body.
5. Shall promote the overall mission and vision of the SGA.
6. Shall promote ongoing student complaint/concern forms that can be submitted to the SGA Executive Board.
7. Shall maintain and update frequently the social media outlets of the SGA.
8. The Chairperson of the Public Relations committee shall be the spokesperson to media outlets on behalf of the Senate majority as approved and in collaboration with the official spokespeople of SGA, the SGA President and/or Vice President.

F. Safety and Security
1. Shall communicate with the appropriate university department(s) relating to safety and security on campus.
2. Shall conduct a periodic campus safety inspection and assessment.
3. Shall appoint members to attend Parking and Transportation Appeals Committee meetings.
4. Shall promote or sponsor any safety, security, parking, and/or transportation related event and/or activity on campus.

G. Student Affairs
1. Shall appoint five classification (freshman, sophomore, junior, senior, and graduate) representatives who will actively communicate with the student body and relaying the student body’s concerns, needs, wants, suggestions, etc. to the SGA. These classification representatives shall submit periodic reports to the Student Affairs chairman on the concerns of their constituency.
2. Shall appoint two student organization development representatives who will serve as a liaison of the concerns of active student organizations and the Office of Organizational Development. These representatives will be responsible for attending periodic roundtables coordinated by the Office of Student Life with student organization representatives and ongoing support to increase interaction and communication between various campus organizations. Additionally, they shall lend support to new student organizations on the resources available.
3. Shall appoint two student experience coordinators that shall act as a resource for the needs of athletics, student life, student activities, auxiliary and student services, academic affairs, on campus residence life, and other related concerns of the student experience at Valdosta State University.
4. Shall appoint a special events and programming chair that shall act as a liaison of communication with co-sponsorships and all programming initiatives that SGA is involved in for the student body.
5. Shall oversee planning coordination of SGA co-sponsorships.
6. Shall research and devise new policies and procedures in the interest of the student body.
7. Shall plan and conduct events that promote the SGA, encourage involvement in the SGA, and promote diversity of the Valdosta State student body.
8. Shall communicate with the appropriate university department relating to academic and community affairs and any other miscellaneous issues that do not fall under any other committees.

Section 6: Special Committees
A. The SGA Executive Board shall have the authority to establish special committees as deemed appropriate.

B. Budget Request Committee
1. This committee will contain the SGA President, SGA Vice President, SGA Comptroller, and the seven SGA committee chairpersons, with the SGA Comptroller only voting in case of a tie.
2. The SGA Budget Request Committee shall have the responsibility to review the following year's budget and sole responsibility to approve a request amount to present to the Student Activities Fee Allocation Committee.
3. SGA President-elect and SGA Comptroller-elect shall be included in the committee if the spring elections have taken place or provided a thorough report upon elected.
4. It shall be the current Comptroller's duty to formulate the proposed budget to present for approval to both the SGA Budget Request Committee.
5. It shall be the SGA Civic Service & Finance Committee Chairperson's duty, or assigned delegate approved by the SGA Comptroller, to present the proposed budget to the University Student Activities Fee Allocation Committee.
6. This committee shall meet during the period of time between the SGA Spring elections for officers and the scheduled meeting of the Student Activities Fee Allocation Committee, if applicable deadlines are feasible to prepare the budget appropriately.
7. All reports if this special committee shall be reported to the Senate during Miscellaneous Business, when applicable.

Section 7: University & Faculty Senate Committee Student Representation
A. University committees are important institutions of University governance, idea formulation, and interaction.
B. University committee delegates shall be assigned by the SGA President or Vice President.
C. Members of the Senate or any student of Valdosta State University may be delegated to serve as student representatives.
D. Appointees to University committees are expected to attend or take necessary actions as specified by the attendance policy.
E. Appointees to University committees are expected to prepare a written report to present to the Senate within the next two Senate meetings.

ARTICLE IV: LEGISLATION

Section 1: Presentation of Legislation
A. Only Senators may introduce new legislation.

Section 2: Bills and Legislation
A. Bills, also known as “legislation,” to be proposed on the Senate floor must be presented in writing to the SGA Secretary five (5) class days before it is to be brought to the Senate floor.
B. The SGA Secretary shall type and prepare all bills due for presentation at the next scheduled Senate meeting.
C. All bills shall be listed on under New Business on the agenda.
D. Upon passage, legislation is intended to serve as the position statement of the Student Government Association on the subject respective legislation on behalf of the student body.
E. Any member of the Senate may submit resolutions to be brought to any scheduled Senate meeting, providing the Legislative Affairs committee has had ample time to approve the resolution given that the resolution is consistent to the Constitution and By-laws of SGA.

Section 3: Legislation Procedure
A. The SGA Legislative Affairs committee will be responsible for ensuring legislation by the Senate is considered by the Administration (and/or other authorities) and is enacted with expediency, when possible.
B. All new legislation passed shall be updated and communicated to media outlets and made available to view by the public within two senate meetings of the passage.
C. All legislation passed shall abide by the proper process of ratification, including sending a signature request of the SGA President on Senate approved legislation, outlined in Article IX.

ARTICLE V: EXECUTIVE CABINET

Section 1: Appointment
A. The executive cabinet can be but is not required to be an elected member of the Senate prior to being nominated for appointment as a member of the executive cabinet.
B. Nominators shall assume office upon a two-thirds (2/3) vote of the Senate present at the time of nomination.
C. The SGA President shall have the power to remove any non-constitutional member of the Executive Cabinet based upon performance.
D. The Executive Cabinet shall consist of any other offices that the Student Government Association President sees fit.

Section 2: Responsibilities and Operations
A. Shall adhere to any formal or informal structures or reporting techniques deemed appropriate by the executive board.
B. Shall assist the three branches of SGA with good communication and coordination.
C. Shall attend all executive board and cabinet meetings.
D. Shall be responsible for formulating projects and programs relating to their individual internal responsibilities.
E. Shall directly report and meet at the discretion of the SGA President.
F. Shall be expected to abstain from voting on Senate decisions, if an elected Senator and serving as an Executive Cabinet member, in the event that prior knowledge or bias.

Section 2: Chief of Staff
A. Shall oversee, upon consultation with the SGA President, all cabinet members.
B. Shall stay in communication with the SGA Executive Board and shall tactfully advise on important and controversial matters of the student body.
C. Shall assist and work in coordination with the SGA Vice President and Secretary to maintain of the SGA website.
D. Shall oversee and seek SGA public communication relations and coordinate opportunities with media and press outlets the workings and vision of SGA.
E. Shall develop a strategic plan on the execution of the Executive Board platform initiatives, mission, and vision.
F. Shall serve as ex-officio member of the Legislative Affairs committee.
G. Shall coordinate the scheduling of speaking engagements, opportunities, and appointments for the official organization spokesperson, the SGA President.
H. Shall attend all SGA meetings in accordance with the SGA attendance policy.
I. Shall assist SGA President in external relations of the SGA.
J. Shall conduct other duties as assigned by the SGA Executive Board.

Section 3: President Pro-Tempore
A. Shall be a voting member of the Senate, with all rights and privileges thereof during the regular session of the Senate in which the Vice President is present.
B. Shall serve as committee liaison and special projects coordinator.
C. Shall ensure an ex-officio Executive member is present for each committee meetings.
D. Shall serve as the majority leader of the Senators and communication of internal complaints and concerns.
E. Shall serve as presiding officer in the absence of the SGA Vice President.
F. Shall be exempt from serving on a SGA committee, in the event that individual is an elected Senator.
G. Shall advise Judiciary committee on reprimand disputes.
H. Shall attend all Senate meetings in accordance with the SGA attendance policy.
I. Shall assist Vice President in internal relations of the SGA.
J. Shall conduct other duties as assigned by the SGA Executive Board.

Section 4: Parliamentarian
A. Shall ensure that Parliamentary Procedure is being adhered to and conducted accordingly in assembly meetings.
B. Shall execute all special projects and research for the SGA executive board.
C. Shall oversee and seek the scheduling of the Executive Board to university functions.
D. Shall serve as historian, which includes being responsible for researching SGA history/archives, taking pictures at SGA functions, and updating archives in the Odum Library.
E. Shall coordinate student strategy and opinion polls in accordance with the Executive Board’s policy priorities and initiatives.
F. Shall provide administrative support to all branches of SGA.
G. Shall conduct other administrative duties as assigned by the SGA Executive Board.

Section 5: Sergeant At Arms
A. Shall attend all senate meetings in accordance to the attendance policy.
B. Shall be the official door keeper of the Senate.
   a. When the Senate has officially opened for business as declared by the President of the Senate, The Sergeant at Arms will then be required to regulate to going on of door into the senate.
b. One must be allowed to enter the senate only after knocking and being escorted in by the
sergeant at Arms if a senate session has already began.
c. If there is legislation on the floor and/or a vote is taking place, the Sergeant at Arms is not to let
anyone in or out of the senate chambers unless otherwise authorized by the presiding officer.
C. Shall escort guests in and out of the Senate meetings as authorized or requested by the presiding officer.
D. Shall deliver of notes, suggestions, and amendments from or to the Senate floor and the Executive Board
when needed.
E. Shall maintain order within the meetings and address any behavioral or conduct problems within the
happenings of the senate session.
F. Shall not be a voting member of the SGA Senate.

ARTICLE VI: DISPLINARY ACTION

Section 1: Impeachment
A. The individual who wishes to have a member of the SGA impeached should gather all necessary
evidence in order to present a legitimate case of impeachment to the Senate.
B. After the individual has gathered all evidence, they shall meet with the Senate Judiciary Committee in
order for all evidence to be reviewed and be advised on all rights of impeachment.
   1. The Senate Judiciary Committee does not have the authority to dismiss any evidence and can
      only impartially advise the individual on impeachment policies and procedures.
D. Upon meeting with the Senate Judiciary Committee a date will be set, no later than fourteen (14) days
from the time of the individuals meeting with the Senate Judiciary Committee, for the individual to
bring his/her charges of impeachment before the Senate.
   1. Any evidence that has not been reviewed by the Senate Judiciary Committee cannot be presented
to the Legislative Branch at any point during the impeachment process.
E. If any member of the SGA is found guilty at the conclusion on an impeachment trial (impeachment
procedures are stated in Robert’s Rules of order), he/she shall be subject to the following restrictions:
   1. If the impeached individual was a member of the Executive Branch, he/she shall be forbidden
      from ever holding an executive position, and may only seek a senate position one year after the
      next election occurring after the impeachment trial.
   2. If the impeached individual was a member of the Legislative Branch, he/she shall be forbidden
      from ever holding an executive position, and may only seek a senate position one year after the
      next election occurring after the impeachment trial.

ARTICLE VII: ORGANIZATION EXPENDITURES

Section 1: Approval of Expenditure
A. No SGA funds may be expended without the majority approval (50%+1) of the Senate that is present.
   Expenditure reports shall be presented weekly to the Senate by the Comptroller during his/her officer
   report.

Section 2: Co-sponsorship/External Organization Expenditure Request Requirements
A. Purpose
   a. The purpose of the co-sponsorship process is to allow the Student Government Association to
      support registered student organizations and university departments through funding and/or
      partnership for events that promote cultural awareness, educational development, program
      visibility, and diverse community interaction and/or involvement for the students of Valdosta
      State University.
B. Co-sponsorship request applications must be completed in its entirety and approved by the registered
   student organizations President and Advisor(s) head before the requests can be processed. Providing
   ample details of the event’s expenses and intentions greatly enhances the organization’s chances of
   being approved.
C. Co-sponsorship request applications should be turned in at least four weeks prior to the event date or date when the funds are needed, whichever date comes first. Late submissions will not be accepted without the approval of the SGA Comptroller.

D. Co-sponsorship request applications will be reviewed and approved by the SGA Finance Committee and Executive Board prior to a formal presentation proposal before the Senate at a regularly scheduled meeting as new business. The organization will be notified of request application approval and scheduling on the Senate meeting agenda by the SGA Finance Committee chairman, Comptroller, or Secretary.

E. The organization will be required to prepare a brief presentation, preferably with a handout or PowerPoint presentation, to the Senate requesting a motion for the approval of the amount of funds to be allocated.

F. Official notification of funding approval will subject by the majority (50%+1) vote of the Senate present after the co-sponsorship presentation before the SGA Senate. Additional follow up communication will be sent via e-mail by the SGA Comptroller.

G. Co-sponsorship will be granted on the adherence to the purpose of the co-sponsorship program’s purpose.

H. The following events will not be eligible for co-sponsorship through Student Government Association:
   a. Events that are not open to or will benefit the entire student body.
   b. Events involving services that other campus departments or offices already provide.
   c. Events held off-campus.
   d. Events involving services that violate the Student Code of Conduct, which can be found in the Student Handbook, student organization policies (alcohol, etc.), Student Fee Allocation Committee policies, or Board of Regents policies.

I. Student Government Association must be included in any and all advertisement for the event, including social media outlets.

J. Organizations granted co-sponsorships for travel and/or conference registration must host an on-campus event upon their return to share the newly gained knowledge with the rest of the student body. A description and tentative date for this event must be included in the original co-sponsorship request application.

K. Valdosta State University Student Government Association is unable to co-sponsor events that require reimbursement.

L. An itemized list should be included or attached with the co-sponsorship application.

M. The maximum funding allocation is $499.00.

N. Valdosta State University is a tax-exempt institution and thus should not be charged any sales tax. The tax-ID form can be provided upon application approval and request.

O. Valid invoices not received within the allocated time period set forth by the SGA Comptroller and/or Finance Committee Chairman will no longer be eligible for co-sponsorship.

P. The Student Government Association receives funds from the Student Activity Fee Allocation Committee per Board of Regents policy 7.3.2.1. The SGA has limited funds that have been allocated by the committee.

**ARTICLE VIII: ELECTION CODE AND REGULATIONS**

*This code shall be the governing document in regards to all aspects of the elections process for the Student Government Association of Valdosta State University.*

**Section 1: Definitions**

A. “Candidate” is an individual seeking an elected office of Student Government Association.

B. “Campaign” is any public activity or attempt to influence votes for or against a candidate.

C. “Campaign agent, assistant, or staff” is an individual assisting or acting on behalf of a candidate.

D. “Campaign materials or paraphernalia” is any advertisement, flyer, t-shirt, handbill, button, sticker, handout, or other item produced or on behalf of a candidate.
E. “Ticket” is an affiliation of individuals seeking the position of President, Vice President, Secretary, and/or Comptroller soliciting votes collectively in such a manner that a vote for one person in the group is a vote for all persons within the group.

F. “Endorsement” is defined as a candidate or ticket receiving the support of a member of SGA, a chartered school organization, or an entity with or without relation to the University through a signed agreement entitled the “Organizational Endorsement Form,” provided in the SGA elections packet for the current term.

G. “Active campaigning” is defined as verbal and/or physical actions taken by a candidate, legislative or executive branch, or any campaign agent, assistant, or staff in an attempt to persuade voters to support their chosen cause or entity participating in the SGA election. Wearing t-shirts, buttons, interpersonal activities on or off campus, etc. are considered active campaigning.

H. “Passive campaigning” is defined as non-verbal, non-physical activities that attempt to persuade voters toward a certain cause or candidate in the SGA election. Social media invitations, signs or flyers left in place, etc. are viewed as passive campaigning. Attempting to draw attention vocally or physically to these stationary items, however, is considered “active campaigning.”

I. “Support” is defined by financial contribution, word of mouth, interpersonal communication, inclusion in handouts, website, social media, e-mails, and additional promotional campaign materials.

J. The Elections committee has the right to clarify any definition or interpretation of the above listed definitions and any additional terms through written communication with the candidates.

Section 2: Elections Committee

A. Organization
   1. Elections Chairman
      a. Shall chair the Elections committee and be a member of the Legislative Affairs SGA Committee outlined in Article III, Section 5.F of the SGA By-laws.
      b. Shall coordinate all logistical and organizational efforts of the elections and campaign period.
      c. Shall directly report to the Elections Commissioner, Legislative Affairs Committee chairman, Senate, SGA Executive Board, and VP of Student Affairs/Dean of Students.
      d. Shall be selected and nominated to the Senate by the Legislative Affairs Committee chairman and affirmed by a majority vote (50%+1) of the Senate that is present at the time of nomination.
   2. Elections Commissioner
      a. Shall be a third party entity of SGA whose purpose is to work in coordination with SGA in holding the annual fall and spring elections.
      b. Shall be a staff member or graduate assistant within the Division of Student Affairs, unless otherwise approved by the Dean of Students/VP of Student Affairs.
      c. Shall be affirmed by majority (50%+1) vote of the Senate that is present.
      d. Shall be responsible for organizing necessary political forums to inform the student body on the issues concerning the elections.
      e. Shall review all grade point averages and elections packets prior to the candidate seminars.
      f. Shall report to the Senate on all elections issues and will be responsible for initiation of all issues concerning the enforcement of elections rules mandated by the Senate.
   3. Committee Members
      a. There shall be six members of the Elections committee, whereby only five (5) shall possess votes: Elections Chairman, Elections Commissioner, two (2) faculty and/or staff members appointed by the Dean of Students/VP of Student Affairs and/or SGA Advisor, the current SGA President (if he or she is not running for re-election, otherwise the highest ranking executive board member not running for re-election), and one (1) non-
voting member, the Chief Justice of the Judicial Branch or designee approved by the Assistant Dean of Students for Conduct.

B. Duties
1. Shall annually review the elections code and regulations of the SGA By-laws.
2. Shall interpret, execute, and enforce all election laws provided in the Election Code.
3. Shall disseminate rules and regulations to the extent that they are necessary in providing an equal opportunity to all candidates during the entire elections process.
4. Shall work in conjunction with the Executive Branch and the Elections Commissioner to help prepare and conduct all regular and special elections of SGA.
5. Shall prepare and distribute elections candidate packets in a timely fashion with a submission deadline at least two (2) weeks in advance of the beginning of campaign weeks.
6. Shall declare students eligible or ineligible to serve in any elected SGA position in accordance to candidacy qualifications prior to the candidate seminar and communicate ineligibility within seventy two (72) hours of campaign packet final deadline.
7. Shall conduct all elections qualifying meetings and candidate seminars.
8. Shall distribute a copy of the Elections codes, regulations, and expectations during or prior to the candidate seminar.
9. Shall establish and publish the official election dates and times.
10. Shall explain any ambiguities or queries that the candidates or campaign staff may have.
11. Shall investigate and adjudicate all campaign violations and inform the Assistant Dean of Students for Conduct of any violations within the Student Code of Conduct.
12. Shall communicate and coordinate with the Division of Informational Technology regarding adequate publicity and set-up of voting. A copy of all correspondence should be distributed to the SGA executive board and Dean of Students Office.
13. Shall be responsible for posting a copy, recording, and announcing of the results within 24 business hours of the closing of the polls on the final day of elections, provided that there are no campaign violation allegations pending. In the event that there are campaign violation allegations pending, the results shall be announced within twenty four (24) hours of the judicial council hearing and/or elections committee determinations. This record shall include the total number of ballots casts and the votes casted for each candidate.

C. Impartiality
1. No member of the Elections Committee shall be a candidate for any office in the Student Government Association while serving on the Elections Committee.
2. No member of the Elections Committee shall assist, endorse, or support with a campaign for office in the Student Government Association while serving on the Elections Committee.
3. No member of the Elections Committee may be personally related to any candidate for office (family, employer, student organization affiliate, etc.).

Section 3: Terms, Conditions, and Requirements for Office
A. All candidates for the Senate and Executive Board shall be enrolled students in good standing with the university at the time of the election and must maintain that good standing throughout their term of office.
B. Executive Board Candidates
1. Includes the positions of President, Vice President, Secretary, and Comptroller.
2. Must be registered as a full-time, twelve or more credit hours, student in good standing with the university and must have a minimum cumulative grade point average of 2.75 on a 4.0 scale prior to the start of the campaign period and throughout the elected term.
3. Shall, as an individual, submit a petition with two hundred (200) current VSU student signatures.
4. Shall be elected by the student body in a secret ballot prior to the third week of April of the spring semester prior to term.
5. May serve no more than two terms in a SGA Executive Board position.
6. Any person elected as a part of the Executive Branch may not hold more than two executive board positions including SGA in any other student organization on campus during their term.

7. Must be able to fulfill the obligations of the office during the term as listed in the SGA Constitution.

C. Senatorial Candidates

1. Must be registered as a student in good standing with the university and must have a minimum cumulative grade point average of 2.5 on a 4.0 scale prior to the start of the campaign period and through the elected term.

2. Shall submit a petition with one hundred (100) current VSU student signatures.

3. Must submit application based on classification for the vacant seats outlined in SGA Constitution Article I, Section 2, Part B. Candidates with 1-29 earned credit hours will be considered a freshman. 30-59 earned credit hours will be considered a sophomore. 60-89 earned credit hours will be considered as a junior. 90+ earned credit hours will be considered as a senior.

4. Must be able to fulfill the obligations of the office during the term as listed in the SGA Constitution.

D. Judicial Council Candidates

1. Chief and Associate Justice must be registered as a full-time, twelve or more credit hours, student in good standing with the university and must have a minimum cumulative grade point average of 2.75 on a 4.0 scale prior to application process and throughout the collegiate tenured term.

2. Council members must be registered as a full-time, twelve or more credit hours, student in good standing with the university and must have a minimum cumulative grade point average of 2.5 on a 4.0 scale prior to application process and throughout the collegiate tenured term.

3. All candidates must participate in the interview process with the Student Conduct Office, SGA President, Chief Justice, and Associate Chief Justice.

4. All candidates must be nominated by Chief Justice to the Senate and confirmed my majority vote prior to receiving oath of office.

E. Only students enrolled in classes at the Valdosta State University campus are eligible to run for office in Student Government Association.

F. Each candidate shall file an elections packet including a statement of intent and grade release statement with the SGA Elections Commissioner which shall be subject to review by the Elections Committee.

G. Candidates will be required to provide campaign staff contact information, ticket affiliations, and organizational endorsement documentation as deemed appropriate within the elections packet.

1. A candidate may add or remove staff until the close of the packet acceptance period.

2. A candidate may not add or remove oneself from ticket affiliations once the elections packet with the consent to affiliate is turned in.

3. Organization endorsements will be accepted until the conclusion of the first week of campaigning.

H. No person shall run for more than one office at a time. Once a statement of intent has been submitted to the Elections Commissioner, the candidate may not change the title of the office in which the candidate intends to run for.

I. An individual shall be considered an “official candidate” only after the Elections Commissioner has received the candidate’s elections packet including the statement of intent and has verified the candidate’s qualifications.

J. Any tampering of elections documents will result in the disqualification of the candidate including but not limited to disciplinary action for violation of the Student Code of Conduct.

Section 4: Elections Timeline

A. Shall be the official timeline detailing all deadlines and important dates of the elections process subservient with the Elections Code.
B. Shall be set and approved by the Elections committee with the approval of the Elections Commissioner at least forty five (45) days prior to the election.
C. Shall be approved by a two-thirds vote of the Senate present at motion of approval.
D. Shall be distributed to each candidate within the candidate packet and reviewed during candidate seminars.
E. After passage of the timeline by the Senate, the Elections committee shall have the power to amend the timeline as needed with the approval of two-thirds of the Senate present at the time of timeline adjustment announcement. These changes must be communicated in written format within forty eight (48) hours to the candidates and all branches of Student Government Association.
F. All freshman Senators shall be elected by the Student Body during an election held no later than the fourth (4th) week of the fall semester. The fall elections timeline may be adjusted to ensure an equally fair opportunity is available within the shortened designated time period. These Senators shall be installed at the first SGA meeting following their election to office.
G. All sophomores, juniors, seniors, and graduate students shall be elected by the student body during an spring election to be held no later than the third (3rd) week of April during the spring semester.
H. The Executive Officers shall be elected by the student body during an election to be held no later than the third (3rd) week of April in the spring semester. Installation and oath of office of executive branch shall take place no later than July 1.
I. Qualifying for the fall elections shall begin at least ten (10) days prior to the day of election and the deadline for qualification shall be one week later at five o’clock pm (5:00PM).
J. Qualifying for the spring elections shall begin at least fourteen (14) days prior to the day of election and the deadline for qualification shall be one week later at five o’clock pm (5:00PM).

Section 5: Candidate Seminars
A. Only official candidates who meet all qualifications and their campaign staff should be allowed to attend candidate seminars.
B. Candidate Seminars shall be held within two weeks of the official campaign start date. Only “official candidates” whose qualifications and elections packets have been approved by the Elections committee will be allowed to attend. The exact time and place shall be determined, announced, and published within the elections timeline.
C. It is the duty of the Elections Committee to use the Candidate Seminar to inform candidates of policies within the Elections Code, informing of duties of office, special elections expectations, and candidate questions.
D. Candidates shall inform the Elections Committee chairman within forty eight (48) hours prior to the meeting of an absence. Failure to attend the Candidate Seminar or make special meeting accommodations with the Elections Committee chairman will result in disqualification to run and his or her name will not appear on the ballot.
E. It is recommended that two separate seminars be held for executive board candidates and senatorial candidates.
F. It is recommended that all campaign agents, assistants, and/or staff members of official candidates, who are listed on the of the approved elections packet, under the campaign staff listing section, attend the Candidate Seminar in addition to the candidates.

Section 6: Elections Campaigning
A. The campaign period is required to consist of at least ten consecutive calendar days (including weekends) and will be set by the Elections Committee.
B. Campaigning can only take place after the attendance of the candidate seminar and an approved elections packet.
   1. The first five days of campaigning should only include passive campaigning.
   2. The second five days (day six through ten) of campaigning can include both passive and active campaigning until the conclusion of voting.
C. Restrictions on Campaigning Materials
1. All campaign materials must be approved by the Elections Commissioner and Student Life office.
2. Only approved postings may be displayed. The approval of postings will be denoted by the approval form on file with the Student Life office marked with an additional approval signature of the Elections Commissioner.
3. Only on-campus and social media may be used for campaigning.
4. All postings within the VSU campus must abide by the VSU Campus Sign policies outlined by the Department of Event Services, Student Life, Dining Services, Department of Housing and Residence Life, academic building, or digital posting guidelines. Any other applicable posting policy of a VSU governing body must be followed as well.
   a. It is the candidate’s responsibility to ensure that all postings are placed properly and follow the proper policies and procedures.
5. If an individual candidate or ticket wishes to alter any respective posting after its approval, the new changes must also be approved by the Elections Commissioner and Student Life office.
6. Each candidate is responsible for seeing that his or her postings are removed by 7:00 a.m. the day following the voting period conclusion.
7. The same restrictions apply as stated above in the event of a run-off election unless otherwise stated in writing by the Elections Committee.
8. Campaign materials cannot be posted in or around any proximity of a University computer or computer lab.

D. Campaign Regulations
1. No person other than a member of the Elections committee, the respective candidate, or member of the candidate’s campaign staff shall willfully destroy, deface, obscure, move, or remove postings.
2. The agreement form entitled “Ticket Affiliation Form” provided in the SGA elections packet must be signed by each individual and approved by the Elections Commissioner prior to ticket campaigning.
3. Any endorsements without the adequate paperwork and approval on file with the Elections Committee will be deemed in violation of the Elections Code. All “support” tactics and mechanisms must abide by the appropriate campaign dates campaign guidelines listed in SGA By-laws Article VI, Section 6-B.
4. Candidates are responsible for the campaign actions of their campaign agents, assistants, and staff members.
5. No candidate or any individual working on a campaign may align or damage the character or false, misleading information of another candidate, staff member, or Elections committee member publically via word of mouth, written communication, or social media.
6. Disrespectful, slanderous, gender, and racially charged tactics, including on social media, will not be permitted in within the SGA elections time period and campaign events.
7. All campaign messages, descriptions, and locations (i.e. sidewalk chalkng, slogans, social media group descriptions, print flyers, etc.) must be approved by the Elections chairman prior to posting or making public.
8. Defacing University property are prohibited campaign tactics.
9. Campaign materials placed on or near student, faculty, or staff vehicles is prohibited.
10. Door-to-door campaigning in residence halls is prohibited.
11. Hand distributed campaign materials must be distributed person-to-person and may not be placed in any central location for pick-up by voters.
12. No candidate shall claim to be endorsed by any organization unless the candidate has secured a written statement of endorsement and approval from the Elections committee.
13. Candidates may be asked to complete a Financial Campaign Disclosure Form as so deemed by the Elections committee at any time during or after the elections period.
14. The Elections Committee and Commissioner will be responsible for alerting respective candidates of complaints and violations of Elections Codes in relation to each candidate’s respective campaign within 24 business hours of the incident and/or notification.

E. Executive Branch Candidate Debate
1. Attendance at the executive debate is mandatory for all respective candidates for the executive branch.
2. The format of the debate shall be determined by the Elections committee and communicated to the candidates in the candidate seminar.
3. It is the responsibility of the Elections Committee to publicize the executive debate through relevant campus media and communication outlets.

F. Conflict of Interest
1. No executive tickets or individual candidates may endorse a senatorial candidate. Executive tickets must run independently of senator candidates.
2. Judicial Council members are expected not to support, campaign, or endorse publicly any SGA executive or senate candidate for office in order to maintain and ensure impartiality.
3. In the event that any judicial member is interested in becoming a candidate for the executive branch, he or she must resign from office, in writing, at least one semester prior to the elections semester.
4. In the event that any legislative member is interested in becoming a candidate for the judicial branch, he or she must resign from office, in writing, at least one semester prior to the interview selection semester.

G. Campaign Violations
1. All complaints relating to violations of the above stated rules and regulations must be filed with the Elections Commissioner of the SGA within ten (10) days of the election.
2. The Elections Commissioner of the SGA shall then present the complaints to the Elections Chairman. The Elections Committee must hear the complaint within five (5) class days of its submission to the Elections Chairman.
3. A three-fifths (3/5) vote by the committee is required to initiate action on alleged violations.
4. Violators may receive the maximum punishment of forfeiture of the office or disqualification from the election.
5. All disciplinary action shall be initiated only with the approval of such action by majority (50%+1) vote of the Senate that is present.
6. All admissible evidence shall be presented as supporting documentation and verified by the Elections Commissioner, first before any disciplinary action can be recommended. Any other non-verified evidence cannot be considered valid.
7. The Elections Committee has the authority to refer irregularities or violations to a judicial hearing pending sanctions to the SGA Judicial Council.

Section 7: Elections
A. Fall Elections
1. The fall elections will be used to fill seats numbered one (1) through ten (10) as prescribed by the SGA Constitution.

B. Spring Elections
1. The spring elections will be used to fill seats numbered eleven (11) through fifty (50) as prescribed by the SGA Constitution.
2. The spring elections will be used to fill the vacancies of the Executive Branch as prescribed by the SGA Constitution.

C. Elections Regulations
1. No student enrolled in good standing with Valdosta State University shall be denied the right to vote.
2. The elections shall be held at the end of campaign week two.
3. Only individuals who are officially registered as students at VSU may participate in SGA elections.
4. One person submitting a ballot using the identity of another student, regardless of the willingness of the student, is prohibited.
5. The counting of votes shall be under the supervision and authority of the Elections committee.

D. Form of Ballot
1. The candidates shall be listed in alphabetical order with a photograph under the office for which they have qualified, last name first, to be followed by the candidate’s entire legal name, with nicknames to be closed in parentheses, as signed on their statement of intent followed by any party or group of affiliation as indicated on their statement of intent.
2. The Elections committee and Information Technology department shall administer the voting website that is accessible via the VSU website homepage.

E. Results
1. Senatorial candidates must obtain at least ten (10) votes of the student body to be elected.
2. Results of the elections shall be given to the Elections Commissioner and the VP of Student Affairs/Dean of Students Office directly from the Information Technology department designee.
3. Results of the election shall be announced within twenty four (24) business hours of the closing of the polls on the final day of elections, provided that there are no campaign violation allegations pending. In the event that there are campaign violation allegations pending, the results shall be announced within twenty four (24) hours of the judicial council hearing and/or elections committee determinations. This record shall include the total number of ballots casts and the votes casted for each candidate.
   a. This announcement should be specified the Elections Timeline devised by the Elections Committee.
4. A vote to ratify the elections results must be made in the next SGA meeting after the receipt of the report of the Elections committee by the Elections chairman or SGA Legislative Affairs committee chairman.
   a. If the Senate chooses not to ratify the results, then it shall instruct the Elections committee to carry out remedies to conduct another election in the time period specified by the Senate and/or send for review to the Judicial Council.

F. Recount
1. Any individual desiring a recount must petition in writing the Elections committee within twenty four (24) hours after the elections results are announced.
2. All candidates involved in a recount shall be notified with twenty four (24) hours of the request.

G. Run-off
1. A run-off between candidates will be required in the event that majority (50% of votes or greater) is not obtained by any candidate.
2. In the event of a run-off election between the two candidates having the largest number of votes will be held on a date no later than ten (10) days after the original election.
3. A simple majority (50% of votes or higher) will determine the winner.
4. Any candidate may decide not to run in the run-off election by submitting a statement of such to the Elections Commissioner and Elections Chairman, and by doing so the remaining run-off candidate would then be declared the winner of the office.

H. Irregularities
1. The Elections Committee shall have the power to withhold the certification and results of an election in which it finds substantial evidence that irregularities and/or fraud and alleged or suspected violations of the Elections Code and regulations have occurred and may have influenced the outcome or results of the election.
2. Notice of withholding results must be communicated to the Student Government Association Executive, Legislative, and Judicial branches outlining investigation focuses prior to the announcement of withholding results to the student body and candidates.

3. If the election is ruled invalid, the Elections Committee and the Elections Commissioner shall be responsible for obtaining voter information statistics from Information Technology department, and any other materials deemed necessary to allow for a proper and speedy investigation of the possible violations.

4. The Elections Committee shall have three business days maximum to investigate and rule on the irregularity.

5. The Elections Committee may call a new election to be held within the approved timeline of the Senate.

6. The Elections Committee has the authority to refer irregularities or violations to a judicial hearing pending sanctions to the SGA Judicial Council.

Section 8: Transition & Oath of Office

A. The transition period of Student Government Association shall begin immediately following the announcement of the election results and will end with the oath of office in the new Student Government Association executive board.

B. Any Senator elected to any Executive office must resign, in writing, from the Senate within seven (7) days prior to installation in the Executive office.

C. After the ratification of the election results by the Senate unless otherwise approved for a later date by the VP of Student Affairs/Dean of Students, the Executive Board shall assume office effective May 1 to April 30 of the following calendar year, unless otherwise approved by the VP of Student Affairs/Dean of Students.

D. The President-Elect, Vice President-Elect, Secretary-Elect, and Comptroller-Elect shall be administered the Oath of Office by President of the University at a time and date set by the Elections Committee and VP of Student Affairs/Dean of Students before or on the first day of the term of office, May 1.

E. The Senate shall be administered the Oath of Office by the Chief Justice of the Judicial Council, or his/her designee, at the first Senate meeting of the term. In the event that no Judicial Council members are present, the President shall have authority to administer oath of office.

F. Oath of Office shall be read as follows:

"Raise your right hand, and say,

I, (State name)

In the presence of these witnesses, I do solemnly swear and affirm, that I will strive to advance the interest, and promote the progress of the student body, by the diligent application and performance of my duties.

I promise, that I will reflect the interest of the students which I represent to the best of my ability, and shall under no circumstances, act under personal bias or prejudice, in the execution of my duties as Student Government Association (state position).

Each and all, I solemnly swear."

ARTICLE IX: AMENDMENTS

A. Amendments, additions, revisions, and/or removal to the SGA By-Laws and Statutes shall require approval by two thirds (2/3) vote of the Senate that is present.

B. Any alteration must be assigned a proper section and/or subsection before the motion is considered by the Senate.

C. Every year the Elections committee shall convene post spring elections to review the Elections Code before the elections process of the next academic school year. If any amendments are deemed necessary,
the Elections committee shall recommend amendments to the Elections code via a written letter to the SGA President, SGA President Elect, and Legislative Affairs Committee Chairperson by the end of the election semester.

D. Proper placement of a new statute or the relocation of an existing statute shall be determined by the SGA Legislative Affairs committee and approved by the SGA President.

E. By-Laws shall take effect when approved by two thirds (2/3) vote of the Senate that is present.
We the undersigned below declare that the By-Laws for the Student Government Association of Valdosta State University have been passed by the Student Government Association and ratified by the Student Body of Valdosta State University. We also declare our intent to achieve even better representation of the Student Body of Valdosta State University by the passage and ratification of the Constitution. This, we declare, on the 4th day of November in the year 2013.

[Signatures of Officers]

President of SGA
Vice President of SGA
Comptroller of SGA
VACANT
Parliamentarian of SGA
Chief Justice of Judicial Board
Chair of Legislative Affairs
Chair of Civic Service and Finance
Chair of Student Affairs
Chair of Judiciary Committee

President Pro Tempore
Secretary of SGA
Chief of Staff of SGA
Associate Chief Justice of SGA
Chair of Public Relations
Chair of Safety and Security
Chair of Health Services
Advisor to SGA
Advisor to SGA
Advisor to SGA

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