

## PREAMBLE

We, the members of the student body of the University of Louisville, recognizing the need for a representative, functional, and democratic form of student government at the University --- wide level, do hereby establish this Student Government Association as the student governing body of this institution. Our aims are:

- to provide an effective organization for the administration of student affairs;
- to promote and protect student rights and responsibilities;
- to create a stronger bond among students and among all student organizations;
- to provide official channels through which student opinions may be expressed;
- to promote full cooperation among students, administration, faculty, and staff;
- to improve student physical, social, and cultural welfare;
- to safeguard the academic and individual freedoms of the students of the University of Louisville;
- to improve the status of students in the University community; and
- to promote diversity and fairness on campus and in the Student Government Association.

Realizing that a student organization founded on these principles is a cornerstone in the building of a better University community, we do hereby endeavor to administer policies and activities that best fulfill the needs and interests of the University Student Populace.

## ARTICLE I

### NAME OF THE ORGANIZATION

#### SECTION 1.1 NAME OF THE ORGANIZATION

The name of the organization shall be the Student Government Association (herein, SGA) of the University of Louisville.

#### SECTION 1.2 GOVERNANCE

The Constitution shall be the supreme law of the SGA and all policies, pronouncements, rulings, and enactments of the Association shall be subordinate to it, subject to the U.S. Constitution, the Kentucky State Constitution, federal, state, and local laws. The Supreme Court shall be the final interpreter of the SGA Constitution.

## ARTICLE II

### MEMBERSHIP AND PRIVILEGES

#### SECTION 2.1 MEMBERSHIP

2.1.1. All part- time and full- time registered students of the University of Louisville, Louisville, Kentucky, are members of the SGA.

2.1.2. Membership in the SGA shall be open to all students regardless of race, color, creed, gender, religion, age, nationality, political affiliation, sexual/affectional orientation, military status, and physical, mental, or emotional disability.

#### SECTION 2.2 VOTING PRIVILEGES

All members regardless of registration status are entitled to vote in a university--- wide SGA election under procedures established by the Student Senate.

#### SECTION 2.3 POSITIONS

All members are eligible to seek a position in the SGA under the procedures and requirements set forth in other sections of this Constitution.

#### SECTION 2.4 PETITIONING

All members have the right to petition the SGA or any agency thereof for a redress of grievances.

#### SECTION 2.5 MEETINGS AND FORUMS

2.5.1. All members shall have the right to address the Student Senate at regularly scheduled Senate meetings held in accordance with Section 4.8.1 of the SGA Constitution.

2.5.2. A special meeting of the SGA may be called by the President of the SGA, Executive Board, a petition signed by the majority of the Student Senate presented to the President or the Executive Board, or a signed petition of one percent (1%) of the student body.

2.5.3. The Student Senate, Executive Officers and Justices of the Supreme Court must be informed of special meetings at least forty-eight (48) hours prior to the meeting date.

## ARTICLE III: ADMINISTRATIVE OFFICERS SECTION

### SECTION 3.1 AUTHORITY

Administrative powers granted herein shall be vested in the officers of the SGA: the President, the Executive Vice President, the Academic Vice President, and the Services Vice President. The aforementioned officers shall constitute the Executive Cabinet.

### SECTION 3.2 THE PRESIDENT

The President shall have the following duties:

3.2.1. administer the policies, procedures, and programs of the SGA as established by the Student Senate.

3.2.2. responsible for soliciting the opinions, concerns, and needs of the student body.

3.2.3. serve as a liaison to the University Administration to represent concerns in the decision-making processes of the University.

3.2.4. if legally qualified, serve as a trustee of the University of Louisville. If he or she is not legally qualified, a replacement shall be elected by the student body.

3.2.5. responsible for representing University of Louisville student interests to governmental institutions.

3.2.6. coordinate preparation of a budgetary proposal for consideration by the Student Senate in accordance with this Constitution and with the guidelines, regulations, rules, and procedures established by the Student Senate and by the University Administration.

3.2.7. appoint students to University-wide committees whose nomination shall be approved by a majority vote of the Student Senate.

3.2.8. serve as a non-voting ex-officio member of the Student Senate.

3.2.9. make reports to the Student Senate.

3.2.10. require written reports from other officers of the SGA as the President deems necessary.

3.2.11. call meetings of the SGA and special meetings of the Student Senate and of the SGA Boards.

3.2.12. recommend to the Student Senate creation or abolishment of Executive staff members and other non- elected administrative positions in the SGA as specified in Section 3.10 of the SGA Constitution; appoint persons to such positions only with the advice and approval of the Student Senate.

3.2.13 shall designate the use of any unused or additional SGA monies throughout the year

3.2.14. shall submit a list to the Student Senate at the SGA retreat of all SGA appointees to University- wide committees for the Senate's approval.

3.2.15. shall serve on relevant University committees as long as student representation is requested.

3.2.16 when necessary, create student taskforces or consultative committees to advise them on pressing issues

### SECTION 3.3 THE EXECUTIVE VICE PRESIDENT

The Executive Vice President shall have the following duties:

3.3.1. administer the internal operations and policies of the SGA, including but not limited to emphasis on the budget and financial policies, member retention, recruitment programs, and procedures of the Student Senate as determined by that body.

3.3.2. serve as the President of the Student Senate, but exercising voting privileges only in the event of a tie.

3.3.3. prepare a schedule of all regular Student Senate meetings as determined by the Student Senate.

3.3.5. collaborate with the Senate Leadership and Staff in both recording, drafting the agenda, and providing minutes and an attendance roster of all regular and special Senate meetings.

3.3.6. make reports to the Student Senate.

3.3.7. compile and maintain a permanent binder containing the records of the Executive Branch, including but not limited to all previously issued Executive Orders and other documents that one of the Executive Officers deems important to the work of the Executive Branch, to be passed on to each successive administration.

3.3.8. compile and maintain permanent records of the Student Councils and SGA Boards for public inspection. Such records should include but not be limited to the Student Council Constitutions and By- Laws.

3.3.9. assume the duties of the SGA President in his or her temporary absence or vacancy, as specified in Section 3.8 of the SGA Constitution.

3.3.10. serve as chairperson and non- voting ex- officio member of the Executive Board and call meetings thereof.

3.3.11. arrange a workshop to be given no later than five (5) months after his or her installation into office, which will heighten the awareness and sensitivity of all Student Senators to all cultures represented in the University of Louisville.

3.3.12. prepare and facilitate a leadership development class or workshop to improve student leadership on campus and in the surrounding community.

3.3.13. prepare, in conjunction with the Senate Officers, a Senators' Retreat in the beginning of the Fall semester.

3.3.14. shall serve on the University- wide Budget Advisory Committee as long as student representation is requested.

3.3.15. Encourage, help and educate Student Senate about how to write resolutions, make motions and follow parliamentary procedure.

#### SECTION 3.4 THE ACADEMIC VICE PRESIDENT

The Academic Vice President shall have the following duties:

3.4.1. administer the academic policies and programs of the SGA as established by the Student Senate.

3.4.2. serve as the student representative to the Faculty Senate, and appoint an alternate representative

3.4.3. appoint students to University committees concerned with academic matters, subject to Senate approval.

3.4.4. serve as a non- voting ex- officio member of the Student Senate.

3.4.5. make reports to the Student Senate.

3.4.6. shall serve on the University- wide Policy Advisory Committee as long as student representation is requested.

3.4.7. administer student recognition awards.

### SECTION 3.5 THE SERVICES VICE PRESIDENT

The Services Vice President shall have the following duties:

3.5.1. administer the services, service policies, and programs of the SGA as established by the Student Senate.

3.5.2. serve as the student representative to the Staff Senate, and appoint an alternate representative

3.5.3. appoint students to University committees concerned with services, subject to Senate approval.

3.5.4. serve as a liaison representing student concerns to University administrators concerned with services.

3.5.5. serve as a non- voting ex- officio member of the Student Senate.

3.5.6. make reports to the Student Senate.

3.5.7. shall serve on the University- wide Planning Advisory Committee as long as student representation is requested.

### SECTION 3.6 TERM OF OFFICE

3.6.1. The President- Elect and Vice- Presidents- Elect shall be installed at the SGA Spring Banquet or, if one does not occur, at the final Senate Meeting of the academic year. Each incoming officer shall be installed by the Chief Justice of SGA. The time from installation until the end of the spring semester shall be used as a transition period between outgoing and incoming officers and staff. The outgoing President shall continue to serve on the Board of Trustees until the legal expiration of their term.

3.6.2. Upon installation,

(a) Officers- elect shall have powers to nominate staff positions, to create an agenda and goals for the upcoming year, to install new Senators, and to chair organizational meetings of boards and committees for the upcoming year.

(b) Council Presidents- elect shall have the power to meet as the Executive Board---elect to make recommendations for committee appointments to be forwarded to the Senate---elect.

(c) Outgoing officers shall retain all powers until the end of the spring semester at which point the new officers and staff shall have full powers.

### SECTION 3.7 REQUIREMENTS TO MAINTAIN OFFICE

Each Executive Cabinet member must satisfy the following requirements during their term of office:

(a) maintain satisfactory academic standing as determined by the Registrar's Office of the University of Louisville; and

(b) be a full-time student (with all hours being taken for academic credit). Classes being taken as "audit" and classes from which the candidate has withdrawn will not count towards full time status.

## SECTION 3.8 VACANCIES

3.8.1. In the temporary absence of the SGA President, the order of temporary succession to the Presidency shall be as follows:

- (a) the Executive Vice President,
- (b) the Academic Vice President,
- (c) the Services Vice President,
- (d) the Senate Speaker

3.8.2. In the event of a temporary absence of the SGA President, where the Executive Vice President, the Academic Vice President, the Services Vice President, and the Speaker of the Senate are unable to fulfill the duties of the SGA President, the Student Senate shall elect a Student Senator to temporarily fill the position by a majority of votes.

3.8.3. If the office of President becomes vacant, a special election shall be held in accordance with KRS 16 3.821(2). A vacancy shall occur when an officer resigns from or is permanently removed from office. The election shall be conducted via the following guidelines:

(a) The Supreme Court shall be responsible for writing election rules and overseeing this election.

(b) Any student meeting the eligibility requirements to hold the office of President of SGA shall be entitled to run.

(c) Voting shall be open to all students for a period of at least seventy- two (72) hours.

(d) This election shall be organized, publicized, held, and completed, with the resolution of all pending court cases under election rules pertaining to this election, within fourteen (14) days of the office of President becoming vacant. Days that fall in between terms or days that school is not in session due to natural or man- made disaster do not count against this limit.

3.8.3. A vacancy in a vice presidency shall be filled by a qualified student, as delineated in Section 10.1.2 of the SGA Constitution. Nominations shall be taken for the vacant vice presidency for a period of at least two (2) weeks after advertising the position University- wide. After a period of at least two (2) weeks, the Student Senate shall elect a new Vice President after providing all candidates the opportunity to address the Senate. The candidate with at least a majority of the votes shall become the new Vice President. In the event that no candidate receives a majority, the candidate or candidates who receives the fewest number of votes shall be removed from the ballot and another round of voting shall commence on the remaining

candidates. This process shall be repeated until one candidate receives a majority. The meeting to elect the Vice President shall be presided over by the Supreme Court Chief Justice or an associate justice selected by the Supreme Court.

3.8.4. In order to resign, any officer shall submit a letter of resignation to the SGA President, the Student Affairs office, and the Student Senate.

### SECTION 3.9 REMUNERATION OF ADMINISTRATIVE OFFICERS

3.9.1. Those granted administrative powers in Section 3.1.1 of the SGA Constitution shall be restricted in the amount of tuition remission to that amount which would be granted to undergraduate(s) in- state.

3.9.2. The amount of tuition remission, wages, compensation, reward, or consideration for duties performed by administrative officers shall be allocated in the SGA budget. If the budget has not been approved at the time of the filing deadline for the election of administrative officers, the amount allocated for compensation shall not increase or decrease in an amount greater than ten percent (10%) of the amount allocated to the position in the previous year absent an unforeseen decrease in the SGA budget.

3.9.3. Should an Executive Officer resign or be removed their compensation shall be pro- rated based on the amount of time served.

### SECTION 3.10 NON- CABINET POSITIONS

3.10.1. The Student Senate shall have power to create or to abolish Executive staff members, and other University- wide non- elected administrative and cabinet positions in the SGA, according to the needs of the SGA or Student Senate. The SGA President shall appoint persons to such positions only with the advice and approval of the Student Senate.

3.10.2. Every student appointed or selected for positions under this section must be at least a half (1/2) time student (with all hours being taken for academic credit) and in satisfactory academic standing at the University of Louisville. These requirements are to be in accordance with the regulations of the candidate's academic unit as determined by the Office of the Registrar. Classes being taken as "audit" and classes from which the candidate has withdrawn will not count toward a half time status.

3.10.3. The amount of tuition remission, wages, compensation, reward, or consideration for duties performed by non- elected administrative officers in the SGA shall be allocated in the SGA budget. The maximum yearly pay by position shall be approved by the Student Senate at the SGA retreat. If the budget has not been approved at the time of appointment of the non- elected administrative officers in the SGA, the amount allocated for compensation shall not increase or decrease in an amount greater than ten percent (10%) of the amount allocated to the position in the previous year absent an unforeseen decrease in the SGA budget.

## ARTICLE IV



## THE STUDENT SENATE

### SECTION 4.1 LEGISLATIVE POWERS

All legislative powers granted herein shall be vested in the Student Senate.

### SECTION 4.2 VOTING MEMBERS

The voting membership of the Student Senate shall be,

- (a) The Executive Vice President of the SGA, voting only to break ties
- (b) One President, as outlined in Section 4.5.2 of the SGA Constitution, from each of the recognized school Student Councils of the University.
- (c) One Vice President, as outlined in Section 4.5.2 of the SGA Constitution, from each of the recognized school Student Councils of the University.
- (d) Representatives elected from the academic units of the University as specified in Article X of the SGA Constitution.

### SECTION 4.3 EX- OFFICIO VOTING MEMBERSHIP

The number of voting ex- officio members of the Student Senate from the Faculty and Staff Senates shall be specified in The Redbook.

### SECTION 4.4 EX- OFFICIO NON- VOTING MEMBERSHIP

The following shall be non- voting ex- officio members of the Student Senate:

- (a) the President, Academic Vice President, and Services Vice President of the SGA,
- (b) a designee, as chosen by the SGA President, from the Executive Staff of the SGA,
- (c) the advisor of SGA or his or her designee,
- (d) the Chief Justice of the Supreme Court, or his or her designee from the Court
- (e) the number of non- voting ex- officio members of the Student Senate from the Faculty and Staff Senates as specified in The Redbook,
- (f) the executive members of the Student Activities Board, provided they do not already hold an elected position in the Student Senate,
- (g) the executive members of the Engage Lead Serve Board, provided they do not already hold an elected position in the Student Senate,
- (h) and other persons so designated by the presiding officer of the Student Senate.

### SECTION 4.5 ACADEMIC UNIT REPRESENTATION

4.5.1. Each Academic Unit given the power to recommend the granting of degrees by the Board of Trustees of the University in accordance to The Redbook Section 3.1.1 shall have the power to have a Council and to have representation in the Student Senate. Each Academic Unit may have only one (1), single, recognized council whether it is serving undergraduate, graduate students, professional students, or a combination of students.

4.5.2. All councils with representation in the Student Senate shall have a minimum of two (2) senators, the President and Vice President of the Council.

4.5.3. Each academic unit will gain one voting Senate seat for each seven--- hundred--- fifty (750) full- time equivalent (F.T.E) students enrolled in their Academic Unit.

4.5.4. The F.T.E number per unit shall be determined from the registration totals provided by the Registrar's Office of the University from the fall semester immediately preceding the date of elections.

#### SECTION 4.6 DUTIES OF STUDENT SENATORS

A Student Senator shall:

4.6.1. attend all regular and special meetings of the Student Senate. A Senator may send a proxy and submit an excuse of absence in accordance with Section 4.8.5 of the SGA Constitution. The names of all proxies shall be submitted to the Speaker of the Senate and the Executive Vice-President prior to the beginning of the meeting.

4.6.2. attend all regular and special meetings of the Student Council of their respective Academic Unit and adhere to that Student Council's guidelines regarding attendance at those meetings.

4.6.3. serve on at least one (1) SGA Board or committee.

4.6.4. serve if appointed, on a University Committee. If a member of the University- wide committee, submit periodic written reports of transpired business to the Executive Vice President.

4.6.5. seek views and input of their student constituents.

4.6.6. attend the workshop to heighten the awareness of and sensitivity to all cultures represented in the University of Louisville, which will be arranged by the Executive Vice President, or attend an equivalent program by the end of the fall semester.

4.6.7. submit a written report to the Executive Vice President at the last regularly scheduled Student Senate meeting of the fall and spring semesters as requested by the Executive Vice--- President. The report should consist of a synopsis of the Senator's work during the semester and a reflection of their successes and failures in SGA.

#### SECTION 4.7 VACANCIES

4.7.1. A Senator may resign by submitting a written statement of resignation to the Executive Vice President of the SGA.

4.7.2. Vacancies occurring in the academic unit Senate seats shall be filled in accordance with procedures laid out in the constitutions of the individual councils, provided that the student

elected meets the eligibility requirements of an academic unit representative. The Student Councils must fill all vacancies occurring during the summer at the beginning of the fall semester. The vacancies left by the General SGA Election must be filled by the commencement of the fall semester. Vacancies not filled by Student Councils after two (2) regular meetings of the Student Senate (excluding summer) shall be filled through an election by the Student Senate under the same procedures required of a Student Council.

4.7.3. Vacancies occurring in the positions of Student Council Presidents and Vice Presidents shall be filled according to procedures established by the respective Student Councils.

## SECTION 4.8 MEETINGS AND PROCEDURES

4.8.1. Regular meetings of the Senate shall be held at least once every month during the fall and spring semesters. Regular meetings during the summer semester and months in which the fall and spring semesters do not fully encompass shall be left at the discretion of the Student Senate.

4.8.2. Special meetings of the Senate shall be called in accordance with Section 2.5.2 of the SGA Constitution.

4.8.3. No business shall be transacted at a special meeting of the Student Senate unless a majority of voting members are present.

4.8.4. A majority of the voting members of the Senate shall constitute a quorum.

4.8.5. If a Senator is unable to attend a particular meeting, he or she shall submit a letter of explanation to be approved by the Executive Vice President before the meeting is called to order.

4.8.6. If a Senator must leave a meeting early, a proxy cannot assume his or her voting privileges. Likewise, should a Senator properly designate a proxy, the Senator, may not resume the voting privileges once a proxy has privileges at the beginning of the meeting.

4.8.7. No person shall have more than one (1) vote on each motion on the floor.

## SECTION 4.9 POWERS AND DUTIES

4.9.1. The Student Senate shall determine its rules and procedures in accordance with this Constitution.

4.9.2. The Student Senate shall have the responsibility for chartering student organizations that it deems have fulfilled the requirements for recognition established by it through the Student Organizations Board. The Student Senate may, after due consideration, and the recommendations from the Student Organizations Advisory Board, revoke the charter of an organization or place it on suspension for a period not exceeding one (1) year.

4.9.3. The Student Senate shall have the power to approve or disapprove all allocations of SGA monies. Its budgetary responsibilities shall include:

(a) to establish and determine guidelines, regulations, rules, and procedures for the administration and preparation of the budget of the SGA.

(b) to establish procedures for overseeing the SGA budgetary process.

(c) to approve all requests or recommendations concerning SGA funding before they may be sent to the University Administration.

4.9.4. The Student Senate shall only appropriate money for programs, funds, and spending categories authorized by previous Senate Legislation which sets out guidelines, regulations, rules and procedures for its expenditure.

4.9.5 The Student Senate shall recommend for approval or disapproval all allocations of monies by incidental fees paid by students.

4.9.6. The Student Senate may establish and amend the By- Laws in accordance with Article IX of the SGA Constitution.

4.9.7. The Student Senate may establish and amend the Constitution in accordance with Article VIII of the SGA Constitution.

4.9.8. The Student Senate shall have authority to reverse any action taken by administrative officer or officers of the SGA by a two- thirds (2/3) vote. The Senate also shall have the power to direct an officer in the performance of his or her duties by majority vote.

4.9.9. The Student Senate shall determine its regular meeting time.

4.9.10. The Student Senate may vote to remove an Executive Cabinet Officer in accordance with Article IX of the SGA Constitution.

4.9.11. The approval of the Student Senate shall be required before any University- wide SGA Officer appoints any student to any position.

4.9.12. The Student Senate shall have no power to adopt By- Laws, other legislation, or motions inconsistent with this Constitution. All such actions are null and void.

4.9.13. The Student Senate shall, in addition, have that power necessary to perform all other duties given it elsewhere in this Constitution.

#### SECTION 4.10 SENATE LEADERSHIP

4.10.1 The Senate Speaker and Senate Parliamentarian shall be designated "Officers of the Senate." These individuals must be full members of the Student Senate.

4.10.2. The Senate Speaker shall be nominated by the Executive Board from the voting members of the Student Senate at least one (1) week prior to the SGA Banquet. He or she shall be

confirmed by a majority vote of the senate at the SGA banquet or first official meeting of the Student Senate, whichever occurs first.

#### 4.10.3. The Senate Speaker shall

(a) Have general management responsibilities of the Student Senate and preside over meetings.

(b) Draft the agenda in collaboration with the Executive Vice President and Parliamentarian for both regular and special Senate meetings.

(c) Serve as an ex- officio voting member of the Executive Board. In the event that the Speaker is unable to attend a meeting, the Senate Parliamentarian may be sent as a proxy.

(d) Be nominated by the newly- elected Senate Speaker and approved by a majority vote of the Student Senate at the SGA banquet or first official meeting of the Student Senate, whichever occurs first.

(e) Preside over a Senate meeting in the event that the Senate Speaker or the Executive Vice President is unable or chooses not to preside.

#### 4.10.4. The Senate Parliamentarian shall:

(a) Work to ensure that the all meetings follow parliamentary procedure, and shall offer advice regarding such to the presiding officer.

(b) Conduct at least two workshops regarding resolution writing for Senators before the SGA retreat. This workshop shall include time for participants to discuss potential resolutions for the upcoming year.

(c) Coordinate a parliamentary procedure workshop for Senators at the SGA retreat.

(d) Be responsible for compiling and maintaining a permanent binder with a copy of all resolutions brought before the Student Senate, a record of the fate of these resolutions, and a copy of all Senate meeting minutes. This binder shall be organized chronologically by meeting, with divisions for each school year.

(e) be responsible for compiling and maintaining a permanent binder with records of the Student Councils and Senate Boards or Committees for public inspection. Such records should include but not be limited to the Student Council Constitutions and By- Laws.

(f) Preside over a Senate meeting in the event that the Senate Speaker or the Executive Vice President is unable or chooses not to preside.

### SECTION 4.11 LEGISLATIVE STAFF

4.11.1. The Senate Speaker may appoint a student as the Senate Clerk.

4.11.2. The Senate Clerk may not otherwise be an elected or appointed member of Student Government.

4.11.3. It shall be the duty of the Senate Clerk to record the minutes of every Senate meeting, assist in the creation and maintenance of Senate documents, and assist the Senate Officers in the execution of their duties.

4.11.4. Remuneration for the Senate Clerk shall be set by the Student Senate.

4.11.5. The Senate Clerk shall refrain from offering opinions or views during Senate meetings.

4.11.6. In the absence of a Senate Clerk, the Speaker and Executive Vice President shall designate another member of Student Government to maintain the meeting minutes.

## ARTICLE V THE SUPREME COURT

### SECTION 5.1 JUDICIAL POWERS

All judicial powers granted in this article shall be vested in the SGA Supreme Court.

### SECTION 5.2 COMPOSITION

5.2.1. The court shall be composed of six (6) Associate Justices and one (1) Chief Justice.

5.2.2. There shall be no more than one (1) Associate Justice from each academic unit.

5.2.3. There must be at least one (1) justice from the Health Sciences Campus and one (1) justice from the School of Law.

### SECTION 5.3 APPOINTMENT

5.3.1. The Chief Justice shall notify the SGA President and the Student Senate upon any vacancy or expected vacancies due to graduation, internships, etc. on the Supreme Court. This notification shall take place within two weeks of when the Chief Justice becomes aware that such a vacancy does or will exist.

5.3.2. The SGA President shall submit nominees to fill such a vacancy within two (2) weeks of notification from the Chief Justice.

5.3.3. In the event that the SGA President chooses not to nominate a candidate, members of the Executive Board may submit and vote upon nominees themselves.

5.3.4. Each nominee will meet with or send a written statement to the Executive Board. If the Executive Board recommends approval of the nomination, the nomination, accompanied by a copy of the candidate's written statement, goes to the full Senate for a final confirmation vote. No nominee who is not approved by the Executive Board shall be considered in the full Senate. All nominations to the Supreme Court shall be made by a majority vote of the Student Senate.

5.3.5. Nominees to the Supreme Court shall take their seats when confirmed by the Senate.

### SECTION 5.4 RESPONSIBILITIES OF THE SUPREME COURT

The Supreme Court shall:

5.4.1. Draft rules for the General SGA Elections as set forth in the SGA By-Laws, subject to Senate approval as in 601.1 of the SGA By- Laws, prior to the last meeting of the Senate during the fall semester.

5.4.2. review executive and legislative actions to assess whether an action is in compliance with the constitution.

5.4.3. conduct a biannual review of council constitutions.

5.4.4. hear and decide any properly brought cases concerning the SGA Constitution or By-Laws, as set forth under Section 5.7 of the SGA Constitution when such cases have merit. A majority of the Court may determine that a case does not possess merit.

5.4.5. hear and decide any properly brought cases concerning any Recognized Student Organization's Constitutions or By- Laws when such cases have merit.

5.4.5. serve as an arbitrator in matters involving the Executive Branch and the Student Councils, when requested.

5.4.7. organize and attend events to promote the function of the Court as a judicial body and as the purveyor of the SGA General Election.

## SECTION 5.5 DUTIES AND POWERS OF THE JUSTICES

5.5.1. The Chief Justice shall preside over all Supreme Court functions, and is responsible for assigning the writing of any opinion.

5.5.2. The Associate Justices are required to attend and fully participate in all meetings and functions of the Supreme Court.

5.5.3. If an Associate Justice is unable to attend a particular meeting, he or she shall submit a letter of explanation to be approved by the Chief Justice before the meeting is called to order.

5.5.4. The justices of the Supreme Court must meet at least once in any month in which a petition is before the Court.

5.5.5. The justices of the Court may establish rules and procedures that are consistent with the SGA Constitution and By- Laws.

5.5.6. No justice shall sit or otherwise participate in any action where their relationship to any party casts doubt upon their ability to consider the case in an unbiased manner. Any justice must recuse themselves from any case before the Supreme Court where their participation in the case is inappropriate due to any relationship with the party. In the event a justice fails to recuse themselves voluntarily, either party or any justice may move the Supreme Court to recuse said

justice involuntarily. Any motion for recusal must be made according to Section 5.7.4 of the SGA Constitution. Recusal shall be by a majority vote of the justices, and the reasons for recusal must be stated.

5.5.7. Should more than two (2) justices be recused from any given case, the Supreme Court shall notify the SGA President and the SGA Executive Board, who shall nominate Special Justices to sit in the place of the recused justices for that case only. Special Justices shall serve for that case only subject to confirmation by the Student Senate. Section 5.2.2 of the SGA Constitution shall not apply in cases where Special Justices are necessary.

5.5.8. The Supreme Court shall not sit or conduct any business in the absence of more than two (2) justices, including empty seats.

## SECTION 5.6 TERM OF OFFICE

5.6.1. The Chief Justice and Associate Justices will serve for life terms, so long as they meet the requirements for office as outlined in Section 5.6.2 of the SGA Constitution, and desire to remain a Justice.

5.6.2. The Chief Justice and all Associate Justices must be at least a half (1/2) time student (with all hours being taken for academic credit) and in satisfactory academic standing at the University of Louisville. These requirements are to be in accordance with the regulations of the candidate's academic unit as determined by the Office of the Registrar. Classes being taken as "audit" and classes from which the candidate has withdrawn will not count toward a half (1/2) time status.

5.6.3. At any time that a justice of the Supreme Court loses good standing as a student at the University of Louisville, that justice must inform the SGA President and Executive Vice President, and tender their resignation from the Court.

5.6.4. At any time that a justice does not comply with Section 5.6.2 of the SGA Constitution or is otherwise in dereliction of duties or guilty of malfeasance in office, including excessive absenteeism, the remaining justices may, by a vote of two-thirds (2/3) of the Court's membership, remove said justice from office. If the remaining justices fail to remove said justice, any two (2) justices of the Supreme Court, the Chief Justice, or any senator may transmit to the SGA President and Senate Speaker a letter stating accurately and completely the circumstances that warrant the removal of said justice. The SGA President and Senate Speaker shall then transmit said letter to the Student Senate, which may remove said justice by a two-thirds (2/3) vote which must be publicly conducted.

5.6.5. At any time that a justice of the Supreme Court changes academic units, that justice must inform the SGA President and Executive Vice President, and tender their resignation from the Court. This justice may be re-nominated to the Supreme Court so long as their nomination does not conflict with Sections 6.2.2 and 6.2.3 of the SGA Constitution.

5.6.6. No justice of the Supreme Court may hold any elected or appointed office in SGA or on a University-wide committee, except for those pertaining to their official capacity as a justice of



the Supreme Court, for a period of one (1) year after he or she steps down from the Court. Any current or former justice whom violates this rule shall be declared ineligible to ever seek or hold any SGA office; a current justice shall be removed from his or her position immediately, and the vacancy filled per Section 6.3.

5.6.7. No justice of the Supreme Court may advocate the election or defeat of any SGA office, including any candidate for the Student Senate. Additionally, no justice may provide information regarding the interpretation of election rules to one candidate or group thereof without taking equal action to notify all candidates. Any violation of this rule is grounds for removal from the Supreme Court by any means under this article and must also result in said justice being ineligible to ever seek or hold any elected or appointed office in SGA or on a University- wide committee.

5.6.8. No justice of the Supreme Court may have any ex parte contacts with any party to a case pending before the Supreme Court. Any justice who discusses any case with any party to that case outside the normal procedures of the Supreme Court and without the other parties notified of that proceeding and given opportunity to be present and heard may be subject to either recusal or removal from office through any means authorized in this article.

## SECTION 5.7 CASES BROUGHT BEFORE THE SUPREME COURT

5.7.1. Any student, Recognized Student Organization, or Council at the University of Louisville may bring an action before the SGA Supreme Court. Any student, Recognized Student Organization, SGA officer or SGA entity may be named as the respondent in any petition brought before the Supreme Court.

5.7.2. A student may initiate an action by submitting a petition to the Chief Justice of the Supreme Court through the guidelines set forth in Section 5.7.4 of the SGA Constitution.

5.7.3. All cases brought before the Court shall be valid and meritorious. The Court reserves the right to refuse to hear a case deemed frivolous. If a case is deemed frivolous or without merit, the Court shall issue an opinion justifying such an action, which is to include rationale for making the decision.

5.7.4 To be acted on by the Supreme Court, any petition, counterclaim, cross claim, impleader or motion for recusal must:

- (a) clearly and accurately state the petitioner or petitioners' name or names;
- (b) clearly and accurately state the respondent or respondents' name or names;
- (c) clearly and accurately state the action or actions that are disputed by the petitioner or petitioners, including the time, place and manner of said action or actions, to the best of the petitioners' knowledge;
- (d) clearly and accurately state the specific provision or provisions of the SGA Constitution, By- Laws, or Election Rules the petitioner alleges are violated by the disputed action;
- (e) clearly and accurately set forth the relief sought by the petitioner or petitioners;

(f) include, at the end of the petition, the following words: “I hereby represent to the Supreme Court of the Student Government Association my belief in good faith that to the best of my knowledge the allegations contained herein are true”;

(g) bear the physical or digital signature of each petitioner underneath the representation in Section 6.7.4(f) of the SGA Constitution.

5.7.5 All respondents have the right to be served with a copy of the petition filed against them; to respond to said complaint with a written answer for consideration by the Supreme Court; and to appear before the Supreme Court and be heard.

5.7.6. The court shall service a copy of the petition to all respondents, or engage in a good faith effort to personally serve all respondents and any other relevant parties to the petition. The Supreme Court may order all parties to appear before it no less than fourteen (14) days from the time of service for a pretrial conference. The Supreme Court must allow at least forty-eight (48) hours must be allotted for responses, unless the respondent voluntarily waives the forty-eight (48) hour response time. Any party failing to respond within the allotted time is subject to summary judgment against them.

5.7.8. Upon conclusion of any case before it, the Supreme Court will issue an official written opinion explaining its ruling and any relief granted within two weeks of hearing the case. A copy of this opinion will be transmitted to each party to the action and to the SGA President, Executive Vice President and the Student Senate. An unofficial oral opinion may be given at the time of the hearing.

5.7.9. A compilation of all decisions of the Supreme Court shall be kept in the SGA office and online and made available to all students.

5.7.10. Prior Supreme Court decisions shall be treated as legal precedent under the SGA Constitution and By-Laws. This precedent shall be binding but may be overturned upon receipt of a petition to reconsider the same ruling, or changes made to the Constitution or By-Laws.

5.7.11. All actions must be brought before the Supreme Court within one year of the action, transaction or occurrence giving rise to the petition.

## SECTION 5.8 JUDICIAL STAFF

5.8.1. The Chief Justice may appoint a student as the Supreme Court Clerk.

5.8.2. The Supreme Court Clerk may not otherwise be an elected or appointed member of Student Government.

5.8.3. It shall be the duty of the Supreme Court Clerk to record the minutes of every Court meeting, maintain a binder containing all rulings of the Court and other important Court documents, and assist the justices in the execution of their duties.

## ARTICLE VI

## THE STUDENT COUNCILS

### SECTION 6.1 MEMBERSHIP

The academic units shall be represented in the Student Government Association by Student Councils, as defined by the Constitution and By- Laws. Members of the Student Councils shall be elected by the students registered in the respective academic units.

### SECTION 6.2 JURISDICTION AND POWERS

The affairs of the individual units as governed by the respective Student Councils are reserved to the individual school and Student Council. The individual student council shall have the power over the student affairs of the respective academic unit except those otherwise reserved by the academic unit, the University Administration, and/or the Board of Trustees. The Student Councils have general legislative powers over matters pertaining to their meetings and over matters affecting the students of the academic units which they (the Councils) represent. The Councils have special responsibilities within their respective academic units concerning faculty relations, curricula, degree programs, and academic policies. Questions of jurisdiction between Student Councils shall be resolved by the Student Senate with final decision to be made by the chief student affairs officer of the University.

### SECTION 6.3 CONSTITUTIONS

6.3.1. The Student Councils shall amend their constitutions through their own established procedures.

6.3.2. Unrecognized Student Councils shall become recognized as part of the SGA upon initial constitutional approval by the Student Senate.

6.3.3. Each Student Council shall have its constitution and by- laws on file with the Student Senate and the Supreme Court.

6.3.4. Revisions to a Student Council's constitution or by- laws must be submitted to the Student Senate for approval.

### SECTION 6.4 WITHDRAWAL

Student Councils shall have the power to withdraw from the SGA by rescinding their ratification of this Constitution. After withdrawal, a Student Council ceases to be recognized as a Student Council and as part of the Student Senate and SGA. A Student Council that withdraws has no right to representation on the Student Senate and to SGA funding, but may obtain the status of a student organization through the Student Organizations Board. A Student Council that withdraws may become recognized again by ratifying this Constitution when the Student Senate re-approves the Student Council's Constitution.

## SECTION 6.5 MEETINGS

The councils of each school are required to meet at least once a month in the Fall and Spring Semesters.

## ARTICLE VII THE STUDENT ACTIVITIES BOARD

### SECTION 7.1 DECLARATION OF PURPOSE

7.1.1. The Student Activities Board (SAB) shall be the programming arm of the student body. Its purpose shall be to provide social, multicultural, recreational and educational activities which are sensitive to and serve the needs of the entire campus and surrounding community, with an emphasis on the student body. In the process of providing these activities, it shall be the goal of the SAB to provide an opportunity for members to develop life skills through their involvement in SAB.

7.1.2. The Student Activities Board shall also be tasked with helping the Executive, Legislative, and Judicial Branches to organize at least one event in the Fall term whose purpose is to increase awareness of SGA and allow students to voice their concerns to their representatives. The exact nature of these events and SAB's role in their execution shall be decided upon jointly by SAB and SGA, however no more than fifty percent (50%) of the cost shall be borne by SAB.

7.1.3. It shall also be the task of the Student Activities Board, in collaboration with the Legislative and Executive Branches of SGA, to develop a plan for the long- term funding of concerts sponsored by student government. The planning and hosting of these concerts shall be within the sole purview of SAB, and such funds as are available for these concerts shall be administered.

### SECTION 7.2 CONSTITUTION OF THE STUDENT ACTIVITIES BOARD

7.2.1. The Student Activities Board shall draft and pass its own Constitution and By- Laws. The SAB Constitution shall not be alterable by any means other than those set forth within that document, except in the event that the Supreme Court rules that a specific portion of that document is in violation of the SGA Constitution after hearing a properly brought case attesting that fact. Similarly, changes to the SAB By- Laws may only be made by those means set forth within the SAB Constitution, except in the event that the Supreme Court rules that a specific portion of that document is in violation of the SGA Constitution or the SGA By- Laws after hearing a properly brought case attesting that fact.

7.2.2 In the event that the Supreme Court makes such a ruling, those portions of the document shall be declared void.

7.2.3 After having been declared void, the following process shall commence:

(a) SAB shall have four (4) weeks from the time the ruling was made public to make changes to their Constitution and/or By-Laws so that they are no longer in violation of the SGA Constitution or the SGA Constitution and/or By- Laws respectively.

(b) If the changes are made within the allotted time, they must then be deemed to no longer be in violation by either a majority of the Supreme Court or a majority of Senators present at the next Senate meeting.

(c) If the changes are not made within the allotted time, or both the Court and Senate deem those portions to be still in violation, then changes to those portions may be made by the Senate.

(d) In such a case, the Senate shall be authorized to make changes to only those specific portions of the SAB Constitution and/or By- Laws as were deemed to be in violation by the Supreme Court. It shall take a two- thirds (2/3) majority of all Senators present to pass such changes, and “first reading” shall not be waived.

## SECTION 7.3 PROGRAMMING BOARD

7.3.1. The Student Activities Board shall be governed by a body known as the Programming Board.

7.3.2. The composition of the Programming Board shall be determined by the SAB Constitution, but shall not consist of less than 7 members of SAB, one undergraduate member of the Student Senate, one graduate or professional member of the Student Senate, and the SGA President.

7.3.3. All members of the Programming Board shall have one vote, and rules for proxies shall be determined by the Student Activities Board.

7.3.4. The Student Activities Center Staff, Red Barn Alumni Association representative, representatives from the Student Activities Center Advisory Board, and SAB advisor(s) are ex-officio, non- voting members.

7.3.5. The two appointees from the Student Senate shall be nominated by the Senate Speaker and confirmed by a majority vote of Senators present.

7.3.6. The SGA President shall be responsible for appointing the Executive Branch’s representative, subject to confirmation by a majority vote of the Student Senate.

7.3.7. These nominations shall be made at the SGA banquet.

7.3.8. It shall be the duty of these appointed members to regularly report to their respective branches of government and serve as a liaison between SAB and those branches.

7.3.9. Either of the two Senate appointees may be removed from office by a majority vote of the Student Senate, at which point the vacancy shall be filled according the guidelines set forth in 7.3.4- 5.

7.3.10. The governance of SAB shall be the sole purview of the Programming Board, and no SGA individual or entity shall be appointed to govern the Programming Board except as provided for in the SAB Constitution.

7.3.11. At least one member of SAB who sits on the Programming Board shall be at each regularly scheduled Student Senate meeting, and shall be available for questions regarding events that SAB has recently hosted or is preparing to host.

#### SECTION 7.4 BUDGET OF THE STUDENT ACTIVITIES BOARD

7.4.1. The Student Activities Board shall prepare a budget which must be approved by the Student Senate Appropriations Committee and the Student Senate during the budget setting process.

7.4.2. The SAB budget may not be decreased by more than five (5) percent per fiscal year, except in such a case where the Programming Board passes the cuts with a two-thirds (2/3) majority.

7.4.3. The SAB budget for a given fiscal year may not be decreased after it has been approved by the Student Senate except by a two-thirds (2/3) majority of the Programming Board or a three-fourths (3/4) majority of the Student Senate. No non-SAB member of SGA may remove money from their budget without such approval.

#### SECTION 7.5 MEMBERSHIP

7.5.1. All members of the Student Activities Board shall be selected according to guidelines set forth in the SAB Constitution and below.

7.5.2. Membership in SAB must be open to all students of the University of Louisville who are enrolled at least half-time according to the guidelines of their academic unit. Membership may be extended to students who are enrolled less than half-time if it is provided for within the SAB Constitution.

7.5.3. Membership shall not be denied a person based on race, color, creed, gender, religion, age, nationality, political affiliation, sexual/affectional orientation, military status, and physical, mental, or emotional disability.

7.5.4. The interview committee for the Executive Members of SAB, as defined by the SAB Constitution and By-Laws, shall consist of all persons appointed by SAB for that purpose, as well as one representative each from the Executive and Legislative Branches of SGA, and one additional graduate or professional student who is appointed by the Executive branch.

7.5.5. If the interviews occur after election results have been certified, the Executive Branch's representatives shall be appointed by the SGA President-elect. Otherwise, the representatives shall be appointed by the current SGA President.

7.5.6. The current Senate Speaker shall appoint the representative from the Legislative Branch.

## ARTICLE VIII ENGAGE LEAD SERVE BOARD

### SECTION 8.1 DECLARATION OF PURPOSE

8.1.1. The Engage Lead Serve Board (ELSB) shall be the service, philanthropic and volunteering arm of the student body. Its purpose shall be to provide structured experiential and developmental opportunities that encourage community engagement, model good leadership, and allow active service for the student body. The ELSB shall promote collaboration between organizations, with a focus on areas that encourage philanthropy, service, leadership development, and civic engagement.

8.1.2. The Engage Lead Serve Board shall be tasked with helping the Executive, Legislative, and Judicial Branches to organize at least one event in the Fall term whose purpose is to increase awareness of SGA and allow students to voice concerns to their representatives. The exact nature of these events and ELSB's role in their execution shall be decided upon jointly by ELSB, SAB, and SGA.

8.1.3. ELSB shall be charged with helping plan any social justice and advocacy event hosted by Student Government. They will be responsible for helping the Executive, Legislative, and Judicial Branches plan state legislative advocacy sessions, forums with faculty, the rally for higher education, and any other social justice event.

### SECTION 8.2 CONSTITUTION OF THE ENGAGE LEAD SERVE BOARD

8.2.1. The Engage Lead Serve Board shall draft and pass its own Constitution and By- Laws. The ELSB Constitution shall not be alterable by any means other than those set forth within that document, except in the event that the Supreme Court rules that a specific portion of that document is in violation of the SGA Constitution after hearing a properly brought case attesting that fact. Similarly, changes to the ELSB By- Laws may only be made by those means set forth within the ELSB Constitution, except in the event that the Supreme Court rules that a specific portion of that document is in violation of the SGA Constitution or the SGA By- Laws after hearing a properly brought case attesting that fact.

8.2.2. In the event that the Supreme Court makes such a ruling, those portions of the document shall be declared void.

8.2.3. After having been declared void, the following process shall commence:

(a) ELSB shall have four (4) weeks from the time the ruling was made public to make changes to their Constitution and/or By- Laws so that they are no longer in violation of the SGA Constitution or the SGA Constitution and/or By- Laws respectively.

(b) If the changes are made within the allotted time, they must then be deemed to no longer be in violation by either a majority of the Supreme Court or a majority of Senators present at the next Senate meeting.

(c) If the changes are not made within the allotted time, or both the Court and Senate deem those portions to be still in violation, then changes to those portions may be made by the Senate.

(d) In such a case, the Senate shall be authorized to make changes to only those specific portions of the ELSB Constitution and/or By- Laws as were deemed to be in violation by the Supreme Court. It shall take a two- thirds (2/3) majority of all Senators present to pass such changes, and “first reading” shall not be waived.

## SECTION 8.3 BOARD OF DIRECTORS

8.3.1. The Engage Lead Serve Board shall be governed by a body known as the Board of Directors.

8.3.2. The composition of the Board of Directors shall be determined by the ELSB Constitution, but shall not consist of less than 3 members of ELSB, one member of the Student Senate, and one appointee of the Executive Branch.

8.3.3. All members of the Board of Directors shall have one vote, and the Engage Lead Serve Board shall determine rules for proxies.

8.3.4. The appointee from the Student Senate shall be nominated by the Senate Speaker and confirmed by a majority vote of Senators present.

8.3.5. The SGA President shall be responsible for appointing the Executive Branch’s representative.

8.3.6. These nominations shall be made at the SGA banquet.

8.3.7. It shall be the duty of these appointed members to regularly report to their respective branches of government and serve as a liaison between ELSB and those branches.

8.3.8. Any of the two appointees may be removed from office by a majority vote of the Student Senate, at which point the vacancy shall be filled according the guidelines set forth in 8.3.5- 6.

8.3.9. The governance of ELSB shall be the sole purview of the Board of Directors, and no SGA individual or entity shall be appointed to govern the Board of Directors except as provided for in the ELSB Constitution.

8.3.10. One member of ELSB who sits on the Board of Directors shall be at each regularly scheduled Student Senate meeting, and shall be available for questioning regarding events that ELSB has recently hosted or is preparing to host.

## SECTION 8.4 BUDGET OF THE ENGAGE LEAD SERVE BOARD



8.4.1. The Engage Lead Serve Board shall prepare a budget for student service activities and resource needs, which must be approved by the Student Senate Appropriations Committee and the Student Senate during the budget setting process.

8.4.2. The ELSB budget may not be decreased by more than five (5) percent per fiscal year, except in such case where the Board of Directors passes the cuts with a two-thirds (2/3) majority.

8.4.3. The ELSB budget for a given fiscal year may not be decreased after it has been approved by the Student Senate except by a two-thirds (2/3) majority of the Board of Directors or a three-fourths (3/4) majority of the Student Senate. No non- ELSB member of SGA may remove money from their budget without such approval.

## SECTION 8.5 MEMBERSHIP

8.5.1. All members of the Engage Lead Serve Board shall be selected according to guidelines set forth in the ELSB constitution and below.

8.5.2. Membership in ELSB must be open to all students of the University of Louisville who are enrolled at least half-time according to the guidelines of their academic unit. Membership may be extended to students who are enrolled less than half-time if it is provided for within the ELSB Constitution.

8.5.3. Membership shall not be denied to a person based on race, color, creed, gender, religion, age, nationality, political affiliation, sexual/affectional orientation, military status, and physical, mental, or emotional disability.

8.5.4. The interview committee for the Executive Members of ELSB, as defined by the ELSB Constitution and By-Laws, shall consist of all persons appointed by ELSB for that purpose, as well as one representative each from the Executive and Legislative Branches of SGA.

8.5.5. If the interviews occur after election results have been certified, the Executive Branch's representative shall be appointed by the SGA President-elect. Otherwise, the representative shall be appointed by the current SGA President.

8.5.6. The representative from the Legislative Branch shall be appointed by the current Senate Speaker.

## ARTICLE IX

### REMOVAL FROM OFFICE

#### SECTION 9.1 OFFICERS SUBJECT TO REMOVAL

The following SGA Officers may be removed from office due to failure to carry out the required duties of the office and for failure to satisfy the requirements to hold office as delineated in this Constitution, for acting against the best interest of the student populace, or malfeasance:

- (a) The Executive Cabinet
- (b) Student Senators
- (c) Supreme Court Justices

## SECTION 9.2 REMOVAL PROCEDURES

9.2.1. Any member of the SGA may submit a letter stating grounds necessitating removal to the chair of the Development Board. Upon receiving the letter, the chair of the Development Board must convene the Development Board within two (2) weeks to hold a hearing to determine whether probable cause exists to remove the Officer. The accused shall be notified at least 72 hours in advance of the Development Board meeting. If the Officer can not attend the meeting can he or she may submit a written testimony to the board. At the probable cause hearing, the Development Board shall hear testimony from witnesses, including but not limited to the member of the SGA that submitted the letter to the Development Board and from the accused.

9.2.2. If probable cause is not found to exist by the Development Board, then a petition requesting removal signed by  $\frac{1}{3}$  of the Student Senate may be submitted to the Senate Speaker. It shall be the duty of the Speaker to notify the SGA Officer accused of malfeasance and the Development Board Chair upon receipt of the aforementioned petition.

9.2.3. Upon a finding that probable cause exists or the receipt of a petition signed by one third (1/3) of the Student Senate by the Speaker, the chair of the Development Board will notify the Student Senate through electronic communication within twenty- four (24) hours from the adjournment of the probable cause hearing that grounds exist to remove the Executive Cabinet Officer.

9.2.4. Upon notification of removal, the Senate Speaker or chair of the Development Board shall call a special meeting of the Senate to determine whether removal of the Officer is warranted.

9.2.5. Removal proceedings shall be conducted in the following manner:

(a) a minimum of two- thirds of the Senate body shall constitute quorum for the removal proceedings.

(b) the vote on removal shall be held no sooner than one (1) week and no later than two (2) weeks after. A two- thirds majority of the members of the Senate shall be required to remove the officer

(c) during the removal proceeding, the Supreme Court Chief Justice or an associate justice selected by the Supreme Court shall chair the meeting, prepare the agenda, set guidelines for the meeting and maintain order under Robert's Rules of Order Newly Revised.

(d) the removal proceeding shall be conducted in a fair and impartial manner providing each party with the opportunity to speak before the Senate and call necessary witnesses according to the procedures prescribed by Robert's Rules of Order Newly Revised.

## ARTICLE X

## ELECTIONS

### SECTION 10.1 ELECTION OF EXECUTIVE CABINET POSITIONS

10.1.1. The SGA President and Vice Presidents shall be elected by a plurality vote of at least forty percent (40%) for the respective office in the Spring General Election of the SGA on a day or days set by the Student Senate. If a candidate fails to receive the sufficient percentage of votes, there shall be a run- off election in a time, date and manner set by the Supreme Court for that office between the two candidates receiving the most votes.

10.1.2 Each candidate for SGA President or Vice President must:

- (a) comply with election rules and procedures.
- (b) be at least a full time student (with all hours being taken for academic credit) and in satisfactory academic standing at the University of Louisville. These requirements are to be in accordance with the regulations of the candidate's academic unit as determined by the Office of the Registrar. Classes being taken as "audit" and classes from which the candidate has withdrawn will not count toward a full time status.
- (c) have completed at least one semester at the University of Louisville.

10.1.3. The Supreme Court, as established by the Constitution and By- Laws of the SGA, shall be responsible for conducting SGA elections.

10.1.4. Any student who has not complied with any election sanction of the Supreme Court shall be ineligible to run for or hold office in the SGA.

10.1.5. Eligible students shall be allowed to run for only one (1) office in the SGA during any single election period.

### SECTION 10.2 ELECTION OF ACADEMIC UNIT REPRESENTATIVES

10.2.1. Academic Unit Representatives shall be elected by the students of the academic unit they represent in accordance with the constitutions of the individual councils. Each candidate for academic unit representative must:

- (a) comply with election rules and procedures.
- (b) be at least a half time student (with all hours being taken for academic credit) and in satisfactory academic standing at the University of Louisville. These requirements are to be in accordance with the regulations of the candidate's academic unit as determined by the Office of the Registrar. Classes being taken as "audit" and classes from which the candidate has withdrawn will not count toward a half time status.

10.2.3. The Student Senate may authorize sophomores who are majoring in programs administered by academic units limited to juniors and seniors who anticipate being admitted to such academic units by the next following regular semester to become candidates for academic unit representative under such conditions and regulations as may be established by the Senate.

10.2.4. The Student Senate may authorize students who have applied to transfer academic units before the filing deadline to run for office to become candidates in the applied for academic unit representation under such conditions and regulations as may be established by the Senate.

10.2.5. No student shall be eligible to be a candidate for election in more than one academic unit.

10.2.6. Student Senators shall be installed by the Chief Justice of the SGA Supreme Court immediately following the installation of SGA Cabinet Officers as in Section 3.6.2 of the SGA Constitution. Upon installation,

(a) the Senators- Elect shall have powers to approve staff positions and committee recommendations and to elect committee chairs for the upcoming year.

(b) The outgoing Senate shall retain all powers until the end of the main May graduation ceremony at which point the new Senators shall have full powers and all committees shall be seated.

## ARTICLE XI AMENDMENTS

### SECTION 11.1 AMENDMENTS BY THE STUDENT SENATE

11.1.1. All proposed amendments must be submitted in writing to the SGA Executive Board, which shall prepare recommendations concerning the amendment for consideration by the Student Senate. The Executive Board shall present its recommendations on the proposed amendment to the Senate at a regular meeting for the first reading, along with a written or digital copy of the original proposal.

11.1.2. The SGA Executive Vice President shall send Student Senators and Student Councils a written or digital copy of the Executive Board's Report, along with a copy of the proposed amendments.

11.1.3. The Amendment must then be ratified by two- thirds (2/3) vote of the Recognized Student Councils that have ratified the SGA Constitution and not rescinded their ratification before two (2) regularly scheduled Senate meetings have passed.

11.1.4. After receiving verification that a sufficient number of Student Councils have ratified the amendment, the Senior Student Affairs Officer of the University shall certify its adoption to the Student Senate.

11.1.5. The Senate may then ratify the amendment by three- fourths (3/4) vote of the senators in attendance at either of the next two (2) regular meetings following certification by the Senior Student Affairs Officer.

11.1.6. Ten (10) calendar days after ratification, the amendment shall become effective.

11.1.7 Amendments to “Article VI: The Student Councils” and this subsection shall not be made under the amendment provision of this section.

11.1.8. Amendments to “Article VII: The Student Activities Board” shall not be made under the amendment provision of this section unless such an amendment is also passed by a three- fourths (3/4) majority of the Programming Board.

11.1.9. Amendments to “Article VIII: The Engage Lead Serve Board” shall not be made under the amendment provision of this section unless such an amendment is also passed by a three- fourths (3/4) majority of the Programming Board.

## SECTION 11.2 AMENDMENT BY REFERENDUM

11.2.1. A proposed amendment may be submitted to the University student body by:

(a) a majority vote of the Student Senate.

(b) a petition presented to the Student Senate bearing the signatures of ten percent (10%) of the student body or of a number of students equal to fifty percent (50%) of those students voting for the President in the previous SGA General Election, whichever is less.

(c) one- third (1/3) of the recognized Student Council presenting a petition to the Student Senate.

11.2.2. Proposed amendments by referendum shall be adopted by a majority vote of students voting in the referendum, provided that ballots are cast by at least seven and one- half percent (7 1/2%) of the University student body or seven- hundred- fifty (750) students, whichever is less.

## ARTICLE XII

### AMENDMENTS TO THE SGA BY- LAWS

#### SECTION 12.1 SUBMISSION

Proposed amendments to the SGA By- Laws must be submitted in writing to the Executive Board, which shall prepare a recommendation concerning the amendments for consideration by the Student Senate. The Executive Board shall submit its recommendation to the Student Senate, along with a written or digital copy of the original proposal. This will serve as a first reading.

#### SECTION 12.2 ADOPTION

The Senate may adopt the amendment by two- thirds (2/3) vote at a meeting following the first reading by at least five (5) days.

#### SECTION 12.3 RATIFICATION

Ten (10) calendar days after Senate passage, the amendment shall become effective.