

## Directotre S

4. Committee Co-Chairs and Cl b leaders are non-go erning officials of the SGA 5. An change to the composition of the SGA must be appropriate by a to-third of the senate and submitted for appropriate by a to-third of the senate and submitted for appropriate by the Judiciar Committee, hich has the pole of the process in case of unconstitutionality.

Article IV - Committees

SGA Committees are open to the entire St. dent Bod, and shall:

- 1. Be equired to adhere to the follo ing guidelines to be maintained
  - 1.1. Membership Membership to all committees is open to an current still dent on a loll inteer basis. Each committee should ideall be comprised of but leen 5-15 members at an gill er point.
  - 1.2. Leadership Each committee shall be headed b 2 chairs. One a student bod member appointed b an SGA E ecitie, and one a Senator (See Art.IV, 1.5).
  - 1.3. Meetings All committees must maintain a min mum le el of lacti it to be considered ac i e, as such, all committees il be e pected to maintain 1 Class period of Working Hours per eek.
  - 1.3.1. Work howrs shall be defined as the 1 dass period a leek that members dedicate to the committee. This time can be used for meetings, committee ork, or however the chairs see fit. The scheduling of Work Howrs shall be set at the beginning of every semester and recorded in the committees Activity Report.

1.4. Acti it Report -

- 2. 1.2. Judiciar Committee is charged ith the maintenance of the AUP Student Bod Constitution.
  2. 1.3. Chairs should be present during all senate sessions to help maintain proper constitutional procedure.
- 2.2. E ents and Communications Committee
  - 2.2.1. Or e chair is to be nominated in tandem b USC and GSC Social and Communications Directors.
  - 2.2.2. The committee is charged it assisting the Social Directors in the e ection of an e ents that require it. This includes maintaining a list of old neers, as ell as being proscial present at an and all e ents possible.

3.2A Grad ate St dent Committee, consisting of the GSC and members of

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- 4. The Finance Code shall be applicable to all entities that receil e, se, and/or distribute mone from the SGA Budget.
  - 4.1. The standing committee assigned the responsibilit for re ie the periodic pdate of the policies e pressed in the Finance Code shall be kno n as the Acti ities and Clubs Committee. Said pdates shall be appro ed b the Senate follo ng the oting procedures of tlined in Anne III

Article VI -

ote on the impeachment of the officer in question effective ith a three-fourths majorit. If the officer in question does not present his/her defense, the Senate ill move immediately to deep on the impeachment of said officer. The officer in question ill not have a oterand the impeachment is subject to a three-fourths majorit

3.6 Once a SGA officer is impeached, replacement procedures articulated in Article VI.4 ma commence immediatel

4. Replacement Procedures

4.1 In the e ent that a Senate position is acant, the USC and/or GSC Vice-President(s) ma present an number of candidates to the Senate, based on the same requirements stated in Anne I. The Senate ill hear each candidate and their interim states ill be oted pon, requiring a to-thirds majorit.

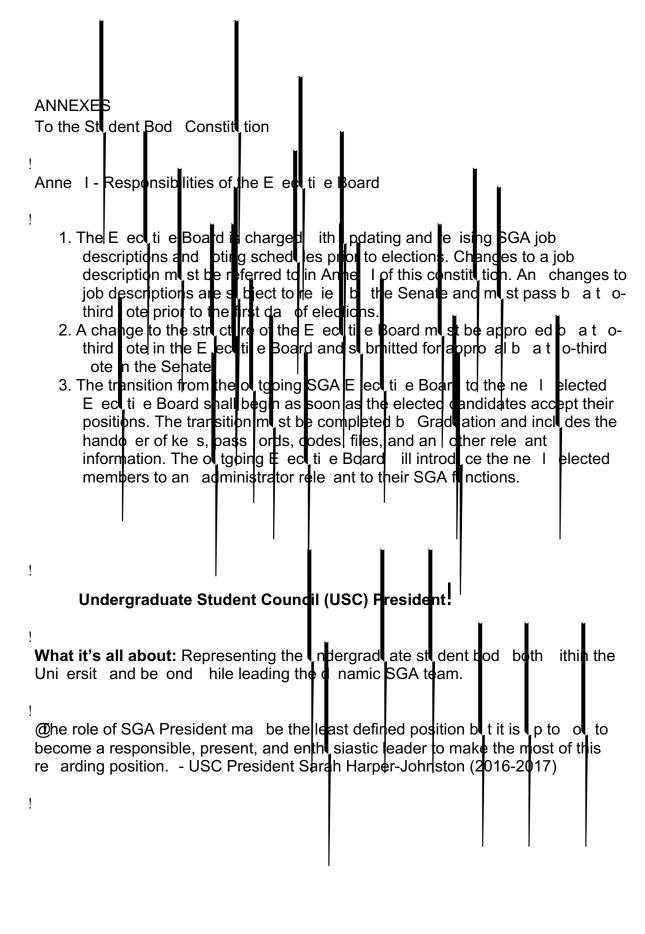
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- 3. If the aforementioned ote passes in the Senate, the Vice-President shall present the proposed amendment to the E ect tile Board. The amendment shall pass if it obtains the affilmatile ote of to-thirds of the E ect tile Board.

  4. Finall, an charge to the Constitution must be appropriately the Vice-President of Security, Operations and Student Service in order to enter into
- force.

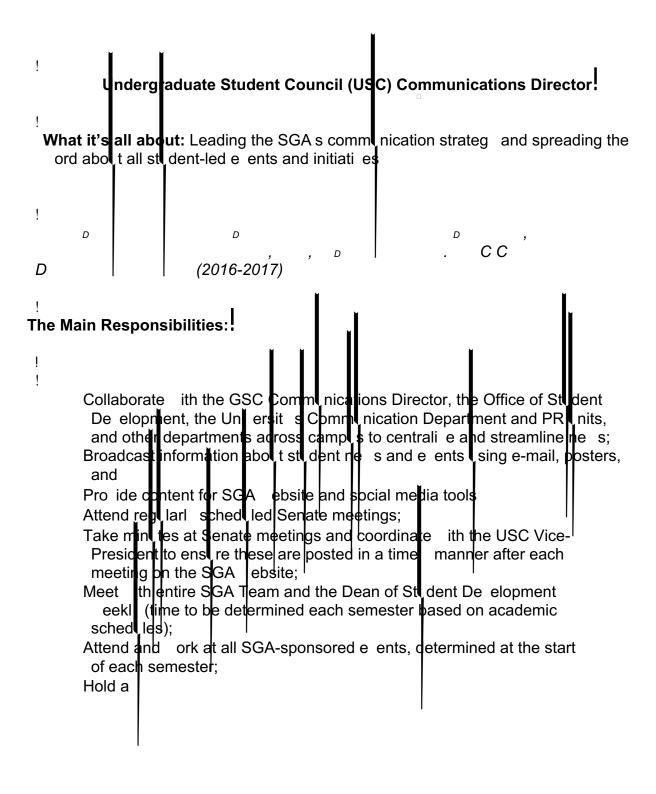
Article VIII - Anne es to the Constitt tioh

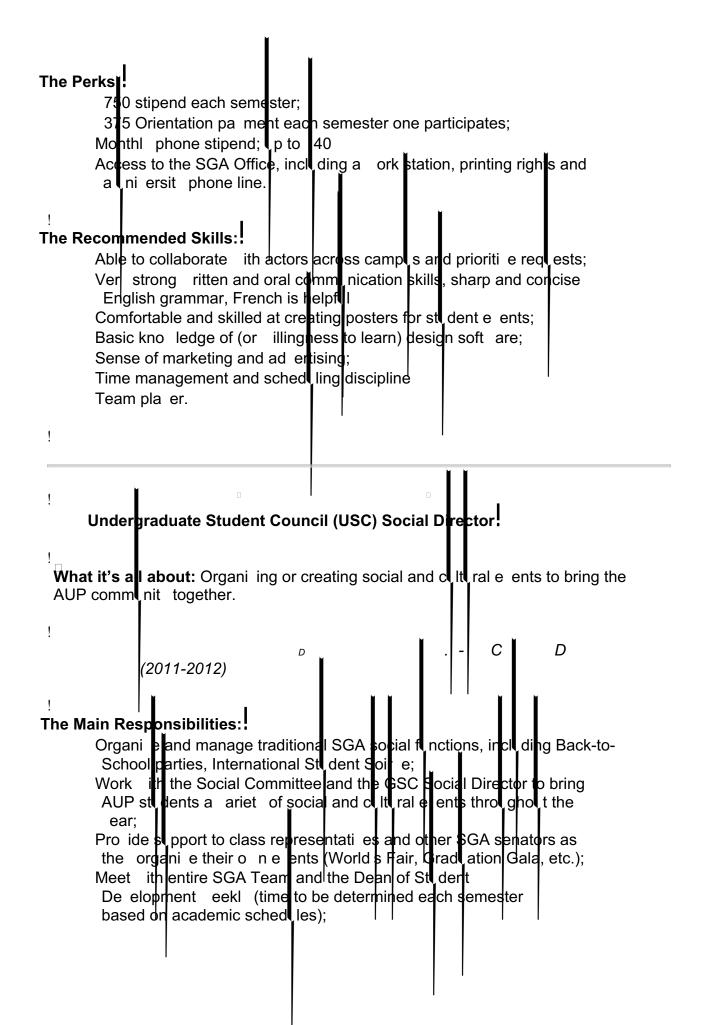
1.



Define broad SGA ision and goals ith the GSC president; organi e a eekl tearn meeting together (incl. ding all SGA e lect ti es and Dean of St. dent De elopment); Pla a leading role in shared gd ernance, participating at Fac It Senate, Boald of Trustees meetings, and hen called por Student Senate Meetings; Consult and cooldinate regular ith the Dean of St. dent De elopment; Interact directle ith the President of the Unit ersit and Vice President of Securit, Operations and Student Ser ides; Engage and interact ith staff, facult and the stees, at a significant represent the st. d bod and in particular Indergrad ate st. dent concerns; Attend and brk at all SGA sporsdred e ents, determined at the start of each semes er: Ser e on the Collp de Pollce committee; Hold a minimum of fi e office hours in the SGA office each eek during the academic dar; Participate in Fall and Spring Orientation and Orientation training; Participate in SGA trainings and retreats and transition training ith ne SGA team in Ma ; Coordinate the selection process for the USC Honorar A and for a facult member, staff member, and Indergrad ate still dent and present a ard at the Commencement Ceremon:

Abilit to problem sol e and mediate effecti e bet een SGA members; Good standing ith fact it , staff and fello st dents; Enth siastic leadership skills;





Attend and ork at all SGA-sponsored e ents, determined at the start

The Recommended Skills:

Strong organi ational skills;
Enjo s orking thin mbers;
Able to balance bi dgetar constraints
Comfortable ith E cell and basic accounting practices (to that end, candidates are strongle encouraged to before considering this position)

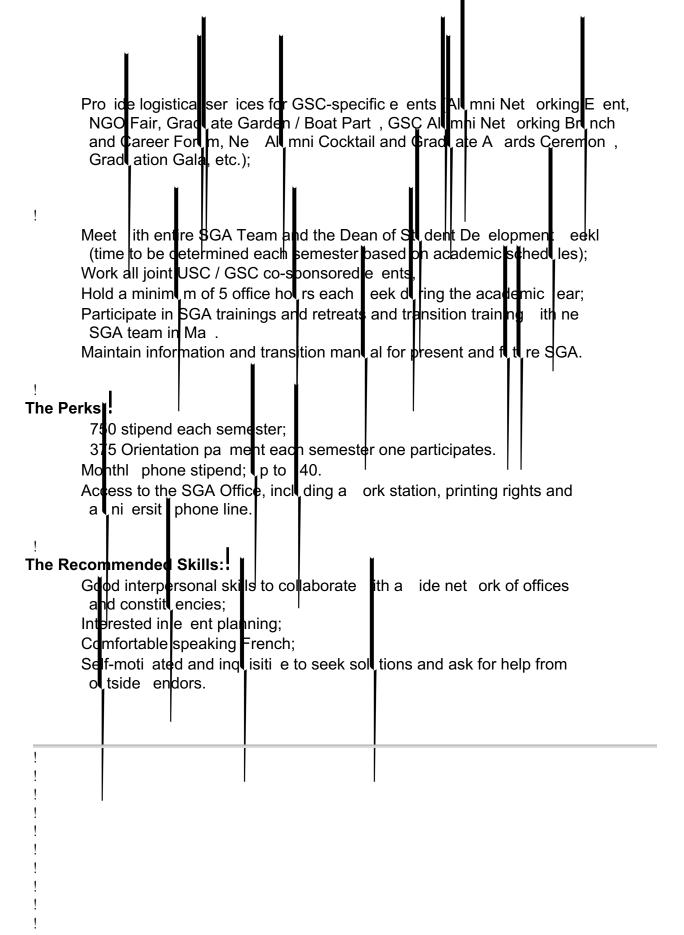
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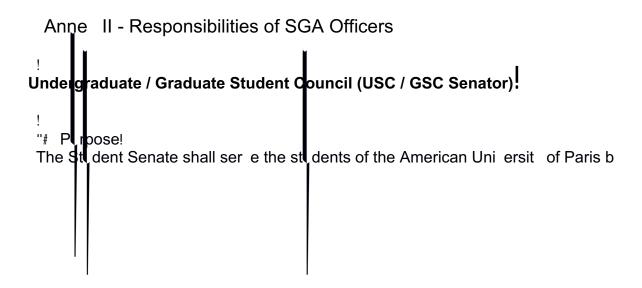
## The Recommended Skills:

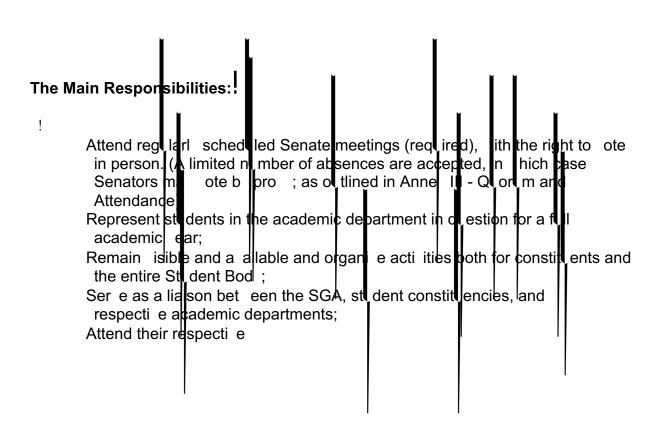
Good time management skills;
Diligent project management skills;
Keen sensiti it for team d namics and abilit to harness them to ards collecti e goals;
Inclination to ards creati e approaches for inno ati e o tcomes.

Hold a minimum of fi e office hours split bet een SGA Office and

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Senior and Graduate Speakers!

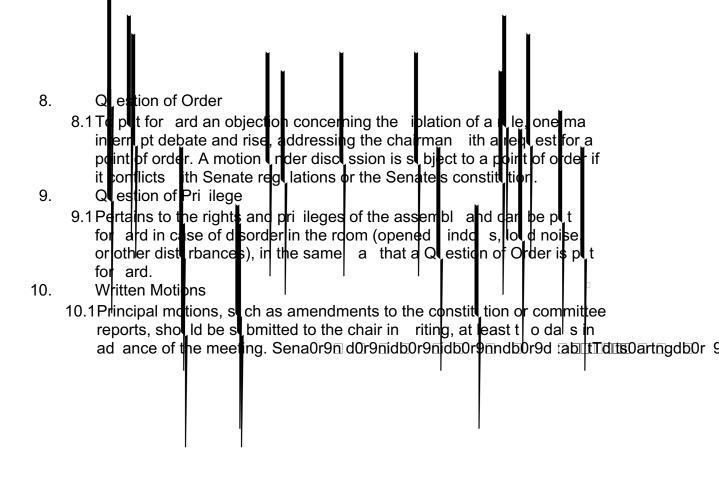
What it's all about:

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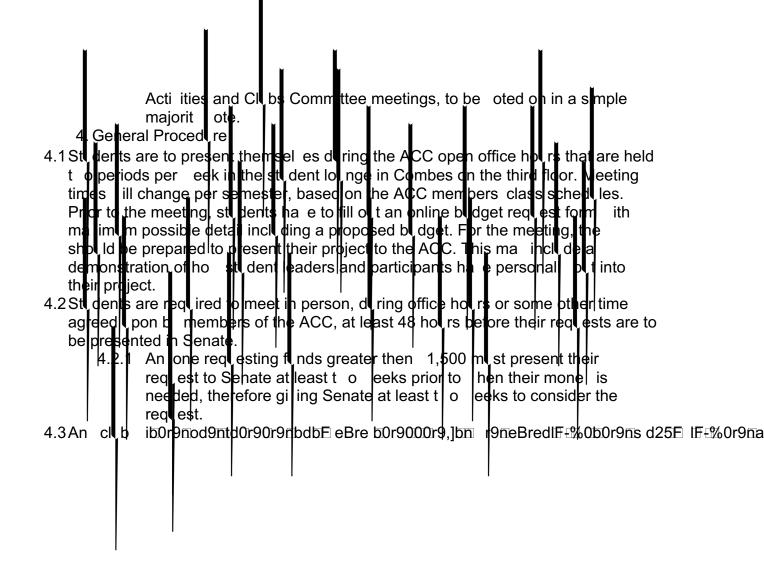
## Senate Rules of Older. The following is a part of rules that all constant are required to

The folloting is a set of rules that all senators are required to kno and respect:

- 1. Introd cing b siness
  - 1. Before an subject is open to discussion, a motion must be made be a senator and stated clearless the chairman, after high the debate ill be opened.
- 2. Obtaining the Flodr
  - 1. To gain the right to speak, senators must raise their hand, after hich the chairman ill add them to the speaker's list, or allo them to speak straight



3. Cll bs  3.1.Cl b establishment procedure  3.1.1 A student ishing to found, rene or continue a club must complete 1) an online registration form, including a mission statement, and 2 a plan or action online, at the start of each semester in order for the cll b to be considered an action cll b. Within these forms, the cll b leader must provide:  3.1.1.1. A list of members in their position and contact information  3.1.1.2. A schedule of planned activities / strategic plan for the semester  3.1.1.3. The rame of the fability and isones) illing to be in loyed the ACC then a lideates the form, approximation that it is the cll b to meet it the either the Student seadership Office or the ACC of ing office hours.  3.1.1.1. Open to all students  3.1.1.2. Hold regular meetings (seek or ear to beeks)  3.1.1.3. Athere to its mission statement and plan of action set of tin the philine application forms.  3.1.1.4. So bmit all bidget led asts to the ACC.  3.1.1.5. Additionall, the cll bin list not be in contradiction if the rile rist is mission and all es.  3.1.1.5. The student hologophers he conline registration form if be considered the cll bis leader in less the members of the disciplination of the ACC and the Student leadership immediatel.  3.1.1.1. The leader of each bil bill pegien access to an official AUP cll be arred differs and leadership immediatel.  3.1.1.1. The leader of each bil bill pegien access to an official AUP cll be arred and each bill bill pegien access to an official AUP cll be arred of each bil bill pegien access to an official AUP cll be arred and each since the ACC and be student each bill bill pegien access to an official AUP cll be arred and each since the ACC and be student each of each bil bill pegien access to an official AUP cll bis these shared drives and each since the ACC and the Student each of each bil bill pegien access to an official AUP cll bis these shared drives and each since the ACC.
3.2



Senate, the Treast rer lill inform the corresponding parties of the decision. Students requesting funds should note that funds ill be pro ided ( hether as a reimbursement or ac ance) in a top- eek period follo ing the red est and should plan in all ance according.

5.2.1 If the person that has submitted a budget request either for

a clip or for their department is a current member of the St. dent Gd einment Association, the are allo ed to speak on the behalf of this request at the Senate meeting once the Acti ties and Cl bs Committee has presented it. he ill also be allo ed to one on the passing of said budget request along ith the other Senators.

5.3 Once the Treast rer has picked up the approved funds, he / she ill send a notice to the recipients stating that their checks are read. At this point it becomes the responsibility of the recipients to come at one of the times designated b the Treast ren.

5.4 In order for an student to recei e a rein by rsement, he / she must pro ide

the Treast rer ith all receips in a timel manner. Note that carte blet e tickets are not acceptable; the receipt must list e er item purchased.

5.4.1 To receive a reimbursement for e penses alread made, the student must provide the Treasurer all relevant receipts before an thing will be handed in to the account ants. It is the responsibility of the student to keep track of his or her receipts between the time the mone is spent and the time the receipts are duen to the treasurer.

ard the time the receipts are gi en to the Treasurer.

5.4.2 To recei e an ad ance i nding for e penses not et made, the st dent must pro ide the Treasurer are possible quotes e.g. online store prices, a promote from a merchant etc. After the ad ance funding prices, a p or quote from a merchant etd. After the ad lande funding has been approped and the student has spent the funds, he / she is obligated to keep track of all receipts and to give them to the Treasurer as soon as possible. [PK1] If less mone is spert than as accorded, the student must provide all the leftorer funds to the Treasurer. If a student fails to give receipts and or leftorer funds to the Treasurer, the student slace of it ill be blocked, barring him or her from receiping grades and registering for courses, among other penalties.

5.5 Once all documentation has been appropriated turned in, it is the obligation of the Treasurer to ensure that processing is completed in an order. The appropriate of the penalties of the treasurer to ensure that processing is completed in an order.

an orderl and timel manner. Students are e pected to cooperate ith the Treaster if an complications or dela s arise.

## Anne V - Elections Task Force 1. All SGA elections shall be organized by the Election Task Force, hich shall: 1.1 Which shall meet before the first election round each semester; 1.2 Not be open to those running for office; 1.3 Be co-chaired by a USC and GSC appointed representative, ho must: 1.3.1 In case he / she ishes to run for a position, give notice to the Senate and the Election of the E

The SGA Senior Senator (in case the Senior Rep cannot ser e, s/he o ld be replaced by the Judiciar Chair or a representation of the Senior class appointed by the USC folloging a majority ote) The GSC Social Director (in case the GSC Social Director cannot ser e, s/he ould be replaced by the GSC President or a representation of the Graduating class appointed by the GSC follooning a majorit of the GSC following a majorit of the GSC -2 Indergrad ate (grad ating) seniors elected b Undergrad ate Senators -2 grad ating grad at stildents appointed b the Grad ate \$t dent Collabil İ 7.6 The three Indergrad ate elected students. II are for the selection of the ndergrad ate speaker onl. The three grad ate appointed/e ected still dents ote for the grad ate speaker onl. . 7.7 Candidates for the Serior and Grad, ate Speaker positions m. st follo the aforementioned application dead ne, campaign r. les, and oring procedures; 7.8 Candidates for the Serior and Grad, ate Speaker positions m. st personall present a draft, or submit a lideo of themsel es presenting a draft, of their speech at speech hight, held during the campaigning period in the Spring semester;
7.9 On-camples and off-camples graduating students are eligible to run for the Senior or Graduate Speaker positions but must meet the folioting criteria:

7.9.1 Be in good a cademic standing, as described in the Unitersit. Catalog, and meet the minimum GPA graduation requirement, as of the end of the semester prior to the election for both position;

7.9 2 Graduating undergraduate students main in, and ote, for Senior Speaker, hile graduating masters students main in, and ote, for Graduate Speaker.

7.10 If the elected speaker is unable or ineligible to deliver the speech, then the runner up shall take his / her place.

7.11 The Election Task Force must inform all on-campus and off-campus students of the Senior and Graduate Speaker election rules and online oting procedures prior to the election derived. procedures prior to the election deriod. 8 Unfilled GSC E ect ti e Board agsitions and Senate Elections follo the aforementioned election procedures, ith the follo ing specifications for Fall: 8.1 Candidate recruitment begins the first full eek of the semester 8.2 The campaign period and the oting period ill be determined b the Election Task Florde; 8.3A mandator speedh hight ill take place dering the campaign period.