

Constitution of the Monroe Park Campus Student Body

We the students of the Virginia Commonwealth University Monroe Park

Campus, have written and accepted this document as an enabling force in leading and unifying the Student Body. It shall be the purpose of this document to provide order and structure to the system of government to which the Student Body ascribes. It shall be the mission of the Monroe Park Campus Student Government Association to uphold and respond to the demands and wishes of the Student Body they serve including the allotment of funds for student organizations. Therefore, let this document be ordained as the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University.

Article 1

Section 1.

The name of the governing organization of the Student Body of the Monroe Park Campus shall be the Monroe Park Campus Student Government Association of Virginia Commonwealth University, hereafter referenced as either the Student Government Association or the SGA.

Section 2.

All students registered for one or more academic credits on the Monroe Park Campus of Virginia Commonwealth University shall be members of the Student Body.

Members of the Student Body shall be entitled to vote in any election held by the Student Government Association and shall be subject to the rules and regulations presented by the Student Government Association.

The qualifications for participating within the Student Government Association shall be based solely on academia and personal conduct. No student shall be denied the right to participate within the Student Government Association because of race, creed, color, national origin, sex, political affiliation, sexual orientation, gender identity, or beliefs.

Section 3.

The Student Government Association shall be the representative and ruling government over the Student Body.

All positions within the Student Government Association shall be filled by members of the Student Body.

Article 2

Section 1.

No person shall be a Senator who is not currently a member of the Student Body, so defined in Article 1, Section 2 of this Constitution.

The Senate of the Student Government Association shall be composed of no more than sixty Senators elected directly by the Student Body. Senators shall be elected for a period of one year, and each shall have one vote with the Senate.

When vacancies happen with any of the sixty Senators elected by the Student Body, the Chairperson of the Senate may appoint a temporary Senator until the Student Body fills the vacancies by election. These temporary Senators will remain in their seated positions until that seat is up for re-election. These temporary appointments must be approved with and only by a two thirds majority of the Senate.

The Senate shall compel the attendance of its members and may censure a delinquent member by a majority vote of the Senate.

Section 2.

The Vice President of the Student Body shall be President of the Senate, but shall have no vote, unless the Senate is divided equally on the issue.

The Senate shall choose their officers. A Chairperson, hereafter referred to as the Chair, shall be chosen and all Committees the Senate deems as permanent and standing shall have a Committee Chair appointed. These Committee Chairs must be seated members of the Senate.

It shall be the responsibility of the Chair to serve as the leader of the Senate in instances in which the President of the Senate is unable to fulfill his or her duties. The Chair shall also create and distribute the agenda for each Senate meeting and shall be responsible for the assignment of all bills and resolutions discussed within each session of the Senate. The Chair shall be a non-voting permanent member of each Committee deemed by the Senate to be permanent and standing. The Chair shall receive for his or her services a compensation which shall not be diminished during their continuance in office.

It shall be the responsibility of the each Committee Chair to oversee the work and progress of all bills, resolutions, and other such business within their Committee. They shall receive for their services a compensation which shall not be diminished during their continuance in office.

It shall be the responsibility of the Senator to seek out the opinion of their electorate. Having done so, they shall make decisions and vote on matters brought before the Senate according to their own reasoned judgment while having an acute sense to the needs and wishes of not only the Student Body but also the University Community. It shall also be the responsibility of the Senator to communicate with and represent any student, organization, or other group to which the Chair may assign him or her.

All members of the Senate shall be responsible for the completion of at least one hour within the Student Government Association. It shall be at the discretion of the Chair of the Senate as to what substitutions may be made for the minimum required serving hours. All serving members of the Senate shall be required to attend meetings of the Senate, meetings of their Committees, and any training session deemed necessary by the Student Government Association.

Section 3.

The Senate shall have the sole power to try all impeachments. No person shall be convicted without the concurrence of two thirds of the present members. Judgments in cases of impeachment shall not extend further than the removal from office and the disqualification to hold or enjoy any office with the Student Government Association; the party convicted shall, however, be liable and subject to any type of trial or punishment established by the Code of Virginia and the United States of America.

Article 3

Section 1.

The executive power shall be vested in a President of the Student Body. He or she shall hold their office during the term of one year and, together with a Vice President chosen from the same term, be elected as follows:

The election of the President of the Student Body and Vice President of the Student Body shall occur during the Spring Semester. Both the President and Vice President shall run independent of each other and shall not appear on any ballot as a combined ticket.

No person expect a member of the Student Body shall be eligible for the office of President or Vice President.

Section 2.

The President and Vice President shall receive for their services a compensation which shall not be diminished during their continuance in office.

Before the President-Elect shall enter the office of President of the Student Body, he or she shall take the following oath or affirmation: -- "I do solemnly affirm that I will faithfully execute the office of President

of the Student Body, and will to the best of my ability, preserve, protect and defend the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University.”

Section 3.

The President shall have the power to nominate, and with the consent of the Senate, appoint representatives of the Student Government Association to University committees. He or she shall appoint Justices to the Judiciary Committee and all other offices that are not appointed by the Senate or by a vote from the Student Body. All appointments must be approved by the Senate with a two-thirds majority vote within Senate.

Section 4.

The President shall, at the beginning of each semester, give to the Senate information on the state of the Student Body and recommend measures as he or she shall judge necessary to accomplish the goals he or she has set forth in his or her own agenda.

This event shall be open to not only Senators but also any member of the Student Body who may wish to attend.

The event shall also be recorded and readily available to members of the Student Body within a reasonable amount of time.

[See Amendment I, March 2011]

Section 5.

The President, Vice President, and all other officers of the Student Government Association shall be removed from office on impeachment for, and conviction of, bribery, theft, or other high crimes and misdemeanors.

Article 4

Section 1.

The Judiciary Committee shall comprise of five members. These members shall include one Chief Justice and four Associate Justices. These justices shall hold their offices during good behavior and shall receive for their services a compensation which shall not be diminished during their continuance in office.

Members of the Judiciary Committee serve lifetime appointments until they resign, leave the Virginia Commonwealth University Monroe Park Campus, or are impeached from Office. If a vacancy shall arise, the President with the confirmation of the Student Senate shall nominate to fill the vacant seat.

Section 2

The business of the Judiciary Committee shall deal with the following things: election violations, judicial interpretation, judicial injunctions, impeachment investigations, mediation between student organizations, internal Senate elections, Honor Council, and record keeping of constitutional amendments.

Article 5

Section 1.

A bill or resolution may be proposed and presented by a Senator or by a petition with the signatures of two hundred and fifty members of the Student Body. All proposed bills or resolutions shall be submitted to the Chair of the Senate. It shall be at the discretion of the Chair to determine where the bill or resolution properly fits within the Senate agenda.

Section 2.

Every bill or resolution shall pass through the Senate and be voted upon either in committee or on the Senate floor. A majority vote of the Senate, with quorum being present, is required for the bill or resolution to be approved. It shall then be sent to the President of the Student Body; if he approves of the legislation, he shall sign it and it shall become Student Body law. He may, however, return the bill or resolution with his objections to the Senate and the Senate shall proceed to reconsider it. If after such reconsideration two-thirds of the present Senators agree to pass the bill or resolution, it shall become law. If any bill or resolution shall not be returned by the President within ten days excluding weekends, it shall become Student Body law.

Section 3.

The votes of the Senate shall be determined by yeas and nays. Senators may also abstain from voting. The results of all voting shall be kept within the Minutes of Senate. In all cases, the names of the persons voting for, against, and abstaining from voting on the legislation shall be entered in the minutes should division be called.

Article 6

Section 1.

If an amendment shall be deemed necessary for the betterment of this document, it shall first be proposed to the Senate by a member of the Student Government Association or by a petition with signatures from five hundred members of the Student Body. This having taken place, the Senate shall hear the amendment for no less than two sessions before voting. The Senate must give a two-thirds majority vote of approval for the amendment to proceed. If the amendment is successful in acquiring the votes needed, it shall be placed upon the ballot of the next election for referendum by the Student Body.

Article 7

Section 1.

The ratification of a majority of the voting Student Body shall be sufficient for the establishment of this Constitution between all members of the Student Body of the Virginia Commonwealth University's Monroe Park Campus.

Any changes, alterations, or rewriting of this Constitution must be approved in the same manner that this document was first ratified.

This Constitution shall be inoperative unless it shall have been ratified as expressed in Section 1 of this Article at the beginning of the Spring Semester. The elections of that Spring Semester shall be conducted in such a manner as to reflect the aforementioned offices described within this document. However, this document shall take effect as the Monroe Park Campus Student Government Association of Virginia Commonwealth University Constitution only on the last Senate meeting of the Spring Semester concurrent to the year of the ratification of this document.

This Constitution shall supersede all previous constitutions and bylaws and make them null and void.

Section 2.

This document may only be suspended, dissolved, or otherwise destroyed in its entirety by a vote of three-fourths of the Senate and a majority of voting students within the Student Body of the Monroe Park Campus of Virginia Commonwealth University. It may, however, be amended as stated within Article 6.

Approved by SGA: January 19, 2009

Ratified by University Council: February 4, 2010

Amended: March 31, 2011 by the Student Body

Amendment I: Article III, Section 4 Shall be amended to read:

As part of the responsibility of the President, the President must be on duty at the VCU Monroe Park Campus throughout the summer break. For his/her time, the President will be compensated for their work.

Should the President not be able to meet this requirement, the Student Body Vice President shall be required to assume the responsibilities of the President.

General Bylaws of the Monroe Park Campus Student Government Association of Virginia Commonwealth University

It shall be the purpose of these following bylaws to further explain and define the Constitution and the roles and duties of the offices within the Monroe Park Campus Student Government Association of Virginia Commonwealth University (hereinafter referred to as the SGA). These bylaws may only be changed by a two-thirds (2/3) vote from the Senate. Never shall these bylaws supersede the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University.

Article I. Membership

Section 1. Members of the Student Body

- A. As stated in Article I, Section 2 of the Student Body Constitution, “[a]ll students registered for one or more academic credits on the Monroe Park Campus of Virginia Commonwealth University shall be members of the Student Body.
- B. For the purposes of this document, Members of the Monroe Park Campus Student Body shall hereinafter be referred to as student(s).

Section 2. Titles within the SGA

- A. The following titles shall be used when referring to the following positions within the SGA.
- B. Executive Officer – this title only refers to the members of the Executive Branch who have been duly elected or appointed and sworn in to the appropriate position. The Executive Officers are the President and the Vice President
- C. Executive Staff - this title generally refers to the members of the Executive who have been duly appointed and sworn in to the appropriate position. The Executive Staff members are the Treasurer, Clerk, Secretary and Executive Aides.
- D. Senator – this title shall refer only to those members of the SGA who have been duly elected and sworn in to the Senate.
- E. Senator Elect - this title shall refer only to those members of the SGA who have been duly elected but have not been sworn in to the Senate.
- F. Delegate– this title shall refer only to those members of the SGA who have been duly appointed and confirmed to Senate Committees and are not elected members of the Senate.
- G. Senate Officer- this title is the general term referring to the Senate Chairman of the Senate, Vice-Chairman of the Senate or the Chairman of any standing or special committee. Chairman of any committee is hereinafter referred to as Chair or Chairs.
- H. Justice – this title shall refer only to those members of the Judiciary Committee who have been duly appointed and confirmed as one of the five deciding members of the Judiciary Committee.
- I. Judicial Member - this title shall refer only to those members of the SGA who have been duly appointed and confirmed to serve the Judiciary Committee in a non-voting administrative position.
- J. Member At-Large – this title shall refer to any non-elected volunteer who participates in the organization in a non-voting manner.
- K. President Pro-Temp – an officer of the Legislative Branch who presides over the chamber in the absence of the Presiding Officer in accordance to Article IV, Section 2, Part A, No.13.

Article II. SGA Leadership

Section 1. Executive Board

- A. The SGA Executive Board shall be responsible for the setting the general direction of the organization.
- B. The membership of this committee shall be the president, vice-president, Treasurer, Clerk, Secretary, Senate Chair, Senate Vice-Chair, the Chief Justice and one other justice.
- C. The Executive Board shall have the following powers:
 1. To approve the SGA budget for submission to the Appropriations Committee
 2. To appoint the Compensation and Evaluation Committee and approve its recommendations for SGA pay for the following year.

Section 2. Senate Leadership Committee

- A. The membership of this committee shall be the Senate chair, the Senate vice-chair and the chairs of all standing committees and can be expanded at the discretion of the Senate Chair.
- B. The Senate Leadership Committee shall have the following powers:
 1. To advise the Senate Chair and Vice-Chair on matters before the body.
 2. To recommend items to the Chair to be placed on the agenda for each Senate meeting.
 3. To review the SGA operational budget prior to submission to the Executive Board.

Article III. The Executive

Section 1. Structure

- A. The Executive is designed to allow the President of the Student Body to be the spokesperson for the SGA. The President is seen as the figure head of the SGA; he or she shall act as a liaison between the SGA, the Student Body, the University, and the general community. The President shall be assisted by the Vice President, the Attorney General, the Chair of the Senate, the Senate Committee Chairs, the Clerk, the Secretary, the Treasurer, the Webmaster, the Executive Aid, the External Affairs Aide, and the Political Affairs Aide. The Clerk, the Secretary, the Treasurer, and the Webmaster shall be nominated by the President and approved by the Senate.
- B. The Members of the Executive shall be expected to keep to certain minimum requirements. They are as follows:
 1. As stated in Article I, Section 2 of the Constitution, Members of the Executive must be members of the Student Body meaning they are enrolled in one or more academic credits on the Monroe Park Campus of Virginia Commonwealth University.
 2. Also as stated in Article I, Section 2 of the Constitution, no member of the SGA shall be on academic probation or academic warning.
 3. Members of the Executive may not hold more than one membership position as defined in Article I of these Bylaws.
 4. Members of the Executive are expected to maintain their academic standing while a member of the SGA.
 5. Undergraduate students are expected to have a cumulative grade point average of 2.0.
 6. Graduate students are expected to have a cumulative grade point average of 3.0.
 7. Freshmen and transfers students with no grade point average on record with Virginia Commonwealth University may be Members of the Executive so long as the grade point average they receive during

their first semester at Virginia Commonwealth University meets the requirements aforementioned in Article III, Section 1 of these Bylaws.

8. Failure of Members of the Executive to fulfill the requirements set forth in Article III, Section 1 of these Bylaws is automatically removed from office with the concurrence of the Chief Justice.
- C. Should the President be unable to fulfill his or her duties, The Vice President shall assume the role as President until the President is able to regain the ability to fulfill his or her duties or until the date of the next Presidential election. Should both the President and Vice President be unable to fulfill their duties, the Chair of the Senate shall assume the role as President until either or both the President and Vice President regain the ability to fulfill their duties or until the date of the next Presidential election.
- D. Should the President be unable to regain the ability to fulfill his or her duties, the next officer shall replace him as stated in Article III, Section 1 of these Bylaws. The new President shall be confirmed in accordance with Article III, Section 2. The new President shall gain the ability to appoint, with approval from the Senate, new officers into all offices mentioned in Article III, Section 1 of these Bylaws.

Section 2. Elected Executive Officers

A. The President

1. The President of the Student Body shall have the following powers and duties:
 - a. The President shall hold all powers set forth in Article III, Section 3 and Article III, Section 4 of the Constitution.
 - b. The President shall set forth an agenda for the SGA and present it in some form to the student body
 - c. The President may serve or appoint, with approval of the Senate, any member of the Student Body to any other University committee he or she deems necessary.
 - d. The President may nominate and, with approval of the Senate, appoint members of the Student Body to offices in accordance with Article III, Section 3 of the Constitution.
 - e. The President may nominate Senators to be Senate Committee Chairs.
 - f. The President shall provide information on new officers to the Division of Student Affairs and Enrollment Services.
 - g. The President shall sign or veto all legislation, resolutions, or appropriations in accordance to Article V, Section 2 of the Constitution.
 - h. The President shall serve as the Chief Spokesperson for the Student Body, the liaison between the SGA and the President of the University, and the Chief Representative of the SGA.
 - i. The President, with the consent of the Senate leadership, may create Special Committees of the SGA.
 - j. The President may also nominate Senators to become Special Committee Chairs.
 - k. The President shall meet at least once per semester with the President of the University, the Provost of the University, and, if necessary, the Vice Provosts.
 - l. The President shall set aside a minimum of six hours a week for office hours.

B. The Vice President

1. The Vice President of the Student Body shall have the following powers and duties:
 - a. The Vice President shall, in accordance with Article II, Section 2 of the Constitution, preside over the Senate as the President of the Senate.
 - b. The Vice President shall be a voting student representative on the University Council.
 - c. The Vice President shall serve as the liaison between the SGA and the Faculty Senate.
 - d. He or she shall report to the President and to the Senate on the actions of all Faculty Senate meetings.

- e. The Vice President shall aid the Appointments Committee Chair, at the Chair's request, with reaching full representation on University-wide committees.
- f. The Vice President shall meet with University committee representatives to discuss and report the actions of these committees to the Senate and the President of the Student Body.
- g. The Vice President shall, with the President of the Student Body, meet at least once per semester with the President of the University, the Provost of the University, and, if necessary, the Vice Provosts.
- h. The Vice President shall work to promote school spirit and a sense of community throughout the entire University.
- i. The Vice President shall set aside a minimum of six (6) hours a week for office hours.

Section 3. Appointed Officers

A. The Clerk

- 1. The Clerk shall serve all areas of the SGA.
- 2. The Clerk shall be responsible for attending every session of the Senate and shall have the following powers and duties:
 - a. The Clerk shall maintain attendance records of the Senate and its committees and maintain the records on the official SGA electronic medium. These records shall be up to date and accurate at all times.
 - b. The Clerk shall serve as the representative of the SGA in all matters pertaining to the office.
 - c. The Clerk shall be responsible for the management, maintenance, cleanliness and general management of the SGA office.
 - d. The Clerk shall serve as the liaison to the office of Student Organization Development. This includes updating office access key lists and afterhours access.
 - e. The Clerk shall notify the Chair of the Appointments Committee should any vacancy arise within the Senate.
 - f. The Clerk shall maintain the Senate roster and manage all SGA electronic lists in cooperation with the webmaster.
 - g. The Clerk shall set aside a minimum of six (6) hours a week for office hours.
 - h. The Clerk shall announce in his or her weekly report any senator who is delinquent in their attendance and provide appropriate warning prior to removal.
 - i. Upon exceeding the limits set above, the Clerk will notify the delinquent senator of their removal.

B. The Secretary

- 1. The Secretary shall serve all areas of the SGA and shall have shall have the following powers and duties:
 - a. The Secretary shall keep the minutes of all SGA Meetings.
 - b. This includes but is not limited to Senate sessions, Leadership meetings, , Special committees if any are present, or any other meeting the President of the Student Body deems necessary.
 - c. The minutes for every meeting should posted no later than forty-eight (48) hours after the completion of the meeting.
 - d. The Secretary may assist the Clerk with his or her duties from time to time when such help is requested by the Clerk.
 - e. The Secretary shall set aside a minimum of six (6) hours a week for office hours.

C. The Treasurer

- 1. The Treasurer shall serve all areas of the SGA and shall have the following powers and duties:
 - a. The Treasurer shall be the sole controller of the budget of the SGA.

- b. The Treasurer shall, after receiving requests from each area of the SGA, submit one totaled budget to the to the Executive Board for review and approval before presenting the final recommended budget to the Appropriations Committee at a time deemed proper by that Committee.
 - c. The Treasurer must complete all appropriate financial training as required by the SGA and the University.
 - d. In the event that the Treasurer is unable to fulfill his or her duties, the Clerk shall serve as the Treasurer until he or she regains the ability to fulfill the duties of the Treasurer.
 - e. Should the Treasurer not be able to return to his or her duties, the President shall appoint a new Treasurer under Article III, Section 3 of the Constitution.
 - f. The Treasurer shall be responsible for maintaining records of all financial paperwork and affairs.
 - g. The Treasurer shall set aside a minimum of six (6) hours a week for office hours.
- D. The Webmaster
- 1. The Webmaster shall serve all areas of the SGA and shall have the following powers and duties.
 - a. The Webmaster shall maintain the SGA website.
 - b. The Webmaster shall set aside a minimum of six (6) hours a week for office hours.
- E. The Senate Chair and Vice-Chair
- 1. The Chair and Vice-Chair of the Senate by virtue of their election in the Senate shall be considered officers of the Executive Board
 - 2. The Chair and Vice-Chair shall have the same voting rights on the Executive Board as the elected and appointed officers of the Executive.
- F. The Attorney General
- 1. The Attorney General acts as the constitutional enforcer between the Executive and the Legislative.
 - 2. The Attorney General may, at his or her discretion, give advisory opinions to members of the SGA.

Section 4. Appointed Aides

- A. The Executive Aide
- 1. The Executive Aide shall serve the President of the Student Body directly and have the have the following powers and duties:
 - a. The Executive Aide shall advise the President on the general welfare of the Student Body.
 - b. The Executive Aide shall help the President in the completion of his or her unofficial duties such as the planning of the yearly agenda, speech writing, and other such services the President may need.
- B. The External Affairs Aide
- 1. The External Affairs Aide shall serve the President of the Student Body directly when the President deems the position necessary.
 - a. The External Affairs Aide shall have the following powers and duties:
 - b. The External Affairs Aides shall advise the President on the status of relationships with firms, groups, and organizations external to the University.
 - c. The External Affairs Aides shall advise the President on what he or she should discuss with such groups as the Monroe Park Commission, Fan District Association, Carver-VCU Partnership, and others.
 - d. The External Affairs Aides shall advise the President on the status and issues of Alumni the Alumni Association.
 - e. The External Affairs Aides shall advise the President on issues relating to non Traditional students at VCU.

- f. The External Affairs Aides shall be a SGA representative only in the event the Major Projects and Community Involvement Committee Chair chooses not to appoint a member.
- C. The Political Affairs Aide
1. The Political Affairs Advisor shall serve the President of the Student Body directly when the President deems the position necessary.
 - a. The Political Affairs Aide shall have the following powers and duties:
 - b. The Political Affairs Aides shall update the President on the issues surrounding local and state politics.
 - c. The Political Affairs Aides shall update the President on work being completed by the Richmond City Council and Virginia General Assembly.
 - d. The Political Affairs Aides shall advise the President on what the best interests of the student body are in relation to the political arena.

Section 5. Executive Meetings

- A. Executive Board Meetings
1. The Executive Board shall meet each at 2:00 pm on each Friday during the fall and spring semester not including fall and spring break.
 2. The Executive Board shall meet no less than once each month during the months of May, June, July and August to continue the business of the SGA during the summer session.
 3. The President shall preside over the Executive Board meetings. In the absence of the President, the Vice President and Chair of the Senate respectively shall preside over the meeting.
- B. Executive Staff Meetings
1. Executive Staff shall meet at the discretion of the President.
- C. Special Meetings
1. Any member of the Executive Board may call for a special meeting of the Executive Board to consider issues before the SGA.

Article IV. The Senate

Section 1. Structure

- A. The Senate is designed to represent the Student Body. It shall consist of sixty (60) Senators from the Student Body, elected as directed in Article VIII of these Bylaws.
- B. The Designation of Bills and Resolutions
1. Bills
 - a. Bills are prefixed with S.B. (for Senate Bill) and they are followed by a number based on the order in which they are introduced. SGA bills pertain to programs, offices and funding specifically controlled by the SGA and for which the SGA is solely responsible.
 - b. All bill pertaining to finance and funding must be assigned singly or collectively to the Appropriations Committee.
 - c. Bills acted upon by the Senate must be submitted to the SGA President as stated in the Article V, Section of the Constitution.
 2. Resolutions
 - a. Resolutions are designated S.R. (for Senate Resolution) followed by a number (S.R. 01) in the order in which they were introduced. A resolution addresses matters entirely within the prerogative of the Senate, such as revising the standing rules. Resolutions are also used to express the sentiments of a the Senate and The SGA, such as offering a position on a matter of University

concern, offering condolences to the family of a deceased member of the campus community, or it may give "advice" other executive business.

- b. Resolutions do not require the approval of the President, and they do not have the force of SGA policy. Resolutions, however, can be passed to the President for endorsement therefore serving as the collective voice of the student body.

Section 2. Elected Senate Officers

A. The Chair of the Senate

1. The Chair shall have the following powers and duties:
2. The Chair shall hold all powers set forth in Article II, Section 2 of the Constitution.
3. The Chair shall serve as the leader of the Senate
4. The Chair shall set the agenda for each session of the Senate; he or she shall also assign bills and resolutions to the appropriate Senate Committees
5. The Chair shall, upon his or her discretion, establish Senate Guidelines which shall only take effect with the majority approval of the Senate Committee Chairs.
6. The Chair shall appoint the President Pro-Tempore of the Senate with a simple majority approval of the Senate.
7. The Chair shall act as a liaison between the Senate and the Executive.
8. The Chair shall process and keep records with the Treasurer on paid Senate Committee Chairs.
9. This responsibility includes:
 - a. Making sure all paperwork is properly and completely filled out and turned in at the beginning of each Committee Chair 's term
 - b. Training the new Senate Leadership on what needs to be done to receive payment
 - c. Verifying hours worked by the Senate Committee Chair/Chairs
 - d. Turning in all Senate Committee Chairs time sheets as mandated by the University
10. The Chair shall serve as a nonvoting member of all Senate Committees
11. The Chair shall have the ability to create new, unpaid positions within the Senate as he deems necessary
12. It shall be the responsibility of the Chair to set forth an example and precedent for which the members of the Senate should follow.
13. Should the Chair be unable to fulfill his or her duties, the Vice Chair shall assume the role as Chair until the next session of the Senate. Should both the Chair and Vice Chair be unable to fulfill their duties, the Senate shall elect a temporary leader to assume the role as Chair until the next session of the Senate.
14. Should the Chair be unable to regain the ability to fulfill his or her duties, the Senate shall elect a new Chair as stated Article IV, Section 5. D. of these Bylaws.

B. The Vice Chair

1. The Vice Chair shall have the following roles and responsibilities:
 - a. To serve as the primary assistant to the Chair;
 - b. To assist the Chair in coordinating and overseeing Senate committees;
 - c. To also assume the duties of the Chair in the absence of the Chair;
 - d. Will serve in a voting capacity in the Senate Leadership Committee
 - e. Will coordinate the semi-annual SGA Banquet.
 - f. To coordinate in accordance with the Appointments Committee.
 - g. To act as a liaison between the Senate Leadership and the Appointments Committee.
 - h. To provide disciplinary actions as needed amongst Senate Leadership.

Section 3. The Committees

A. Structure

1. There shall be eight (8) Standing Committees within the Senate. The Academic Affairs Committee, the Appointments Committee, the Appropriations Committee, the Elections Committee, the Information and Technology Committee, the Legislative Issues and Civic Action Committee, the Long Term Projects Committee, and the Student Life Committee shall consist of Senators, Committee Delegates, and in some cases, outside members of the Student Body. There shall be no maximum number of members for any Committee of the Senate but there shall be a minimum number of four senators, not including the chair, for each standing committee given there is a full senate- with the exception of the Elections Committee. Each Committee shall be responsible for a weekly Committee update which is to be presented during each Senate session.
2. The Chair of the Senate, the Vice Chair of the Senate and the Chairs of all standing committees enacted by the Senate shall be eligible for payment under the Compensation and Evaluation Committee Guidelines.
3. The Senate may, when it is found necessary, establish Special Committees; these Special Committees shall only be officially recognized when legislation has been put forward to create such a Committee and this legislation is approved with a majority vote from the Senate. The roles and responsibilities of these Special Committees shall be provided with such legislature. All Special Committees must have within their creation a time in which the Committee will be dissolved.
4. All Committees, both Standing and Special, shall have guidelines which include the following:
 - a. Meeting time which does not conflict with any other committee.
 - b. Preparing an agenda and keeping minutes
 - c. Posting the agenda and minutes on approved SGA online medium
 - d. Making a regular report to the Senate
 - e. A minimum and no maximum number of Senators and Delegates
 - f. A process for establishing the committee Vice Chair and committee Clerk.
 - g. Each Committee shall draft or revise and approve guidelines for submission no less than once annually to the Senate for approval no later than the 3rd Senate meeting of fall semester.

B. The Committee Chairs

1. All Committee Chairs, with the exception of the Chair of the Appointments Committee and the Chair of the Appropriations Committee shall have the power to appoint Delegates to their Committee. Having done so, the Chair is required to report his or her actions to the Clerk and the Appointments Committee to verify that the appointee meets the qualifications set forth by the SGA.
2. Responsibilities to the SGA
 - a. Committee Chairs shall serve the SGA
 - b. As a member of the SGA, a Committee Chair serves as the leader and spokesperson for their Committee. He is responsible for delivering a report during each Senate session as to the progress the Committee is making with its assigned legislation along with any projects or legislation created by the Committee.
 - c. Chair of a Senate committee may hold no other officer position within the SGA.

Section 4. The Senators

- #### A. The Senators of the SGA shall be expected to keep to certain minimum requirements. They are as follows:
1. As stated in Article I, Section 2 of the Constitution, Senators must be members of the Student Body meaning they are enrolled in one or more academic credits on the Monroe Park Campus of Virginia Commonwealth University.

2. Also as stated in Article I, Section 2 of the Constitution, no member of the SGA shall be on academic probation or academic warning.
 3. Senators are expected to maintain their academic standing while a member of SGA.
 4. Undergraduate students are expected to have a cumulative grade point average of 2.0.
 5. Graduate students are expected to have a cumulative grade point average of 3.0.
 6. Freshmen and transfers students with no grade point average on record with Virginia Commonwealth University may be Senators so long as the grade point average they receive during their first semester at Virginia Commonwealth University meets the requirements aforementioned in Article IV, Section 4 of these Bylaws.
 7. Failure of Senators to fulfill the requirements set forth in Article IV, Section 4, of these Bylaws may be removed from office by the Chair of the Senate.
- B. A Senator has the following responsibilities to the Student Body:
1. Seek out the opinion of their electorate.
 2. Make decisions and vote on matters brought before the Senate according to their own reasoned judgment.
 3. Act with sensitivity to and respect for the needs and wants of the Student Body and University community.
 4. Develop and propose ideas, interests, and concerns to the Senate.
- C. A Senator has the following responsibilities to the SGA:
1. Attending the weekly sessions of the Senate.
 2. Each semester all senators are required to sign up for and complete one (1) hour of work per week within the SGA Office during normal business hours defined as 9am through 6pm, Monday through Friday during the regular semester.
 3. The Chair may designate other activities as office hours at his or her discretion.
 4. Keeping the SGA Office in an orderly state.
 5. Aiding in the promotion and fulfillment of SGA organized and sponsored events.
 6. If the schedule permits, lobbying the General Assembly during its session.
- D. A Senator has the following responsibilities to their Senate Committees:
1. Attending all Committee meetings as deemed necessary by their Committee Chairs.
 2. Completing research and presenting ideas or concepts to the Committee as delegated by the Chair of the Committee.
 3. The attendance of Senators to all meetings is vital in accomplishing the goals of not only the Senate but of the SGA. The attendance policy shall be as follows:
 - a. Attendance being defined as being present for a majority of any meeting or office hour.
 - b. Senators must attend a minimum of:
 - i. Twelve of the fifteen Senate meetings per semester
 - ii. Ten meetings per assigned committee as a voting member per semester
 - iii. Twelve office hours per semester
 4. The Clerk shall announce in his or her weekly report any Senator who is delinquent in their attendance and provide appropriate warning prior to removal
 5. Upon exceeding the limits set above, the Clerk will notify the delinquent Senator of their removal.
 6. The Leadership of the Senate will have the ability to deem major SGA events mandatory. Senators shall be required to attend at least one of these events during the course of one (1) semester.

Section 5. Election of the Senate Officers

- A. Senate officer election shall begin during the first Senate meeting immediately following the spring election. Elections shall take place to fill positions of the Chair of the Senate, the Vice Chair of the Senate, Committee Chairs, and members of the Appointments Committee.
- B. Nomination and Election process
 1. Nominations for all positions will be accepted at the first meeting immediately following spring elections and election of officers will occur at the subsequent Senate meeting.
 2. The election of the Leadership and Appointments Committee members shall take place in the following order. Chair, Vice Chair, Committee Chairs in alphabetical order by Committee and finally the membership of the Appointments Committee.
 3. Each position shall be voted on by the Senate using electronic means. The tally and winner of each election shall be announced prior to the voting for the next position.
- C. Qualifications for Leadership of the Senate
 1. Officers of the Senate
 - a. For a Senator to be nominated, they must have completed at least one (1) semester of experience as an active Senator prior to the nomination.
 - b. It is highly recommended that nominees for the position of Chair should have served as a Committee Chair for at least one full semester.
 2. Committee Chairs
 - a. The President of the Student Body or any Senator may nominate a Senator to be the Chair of a Committee.
 - b. For a Senator to be nominated as Chair of a Committee, they must first have completed at least one (1) semester of experience in that committee as an active senator prior to the nomination.
 3. Elections Chair
 - a. Like other Committee Chairs, the Chair of the Elections Committee is nominated by either a Senator or by the President of the Student Body. This nominee, however, may or may not be a member of the SGA so long as they meet all qualifications set forth in Article I, Section 2 of the Constitution and Article IV, Section 4 of these Bylaws. The Chair of the Elections Committee waives the right to run for any office within the SGA while holding the position.
 - b. If the nominee is a member of the SGA, he or she shall relinquish all titles held as a member of the SGA while organization of the election and voting takes place.
 - c. If the nominee is not a member of the SGA, he or she shall enjoy the privileges held by Senators of the SGA with exception being the right to vote on legislation. He or she must also waive their right to run for any position within the SGA while Chair of the Elections Committee.
- D. Should a vacancy occur in any of the Senate Leadership positions due to resignation, graduation, or removal from office, the position is to be filled in the Senate session following the vacancy.
- E. Any internal election held by Legislative remains unofficial until a member of the Judiciary committee certifies the election results.

Section 6. Meetings

- A. The Senate shall meet every Monday from 4:00pm to 5:30pm during the fall and spring semesters; not including breaks.
- B. Special meetings of the Senate shall be called at the discretion of the Chair when deemed necessary for the business of the organization.

Article V. The Judiciary Committee

Section 1. Structure

- A. As stated in Article IV Section 1 of the Constitution, the Judiciary Committee shall consist of the Chief Justice and four (4) Associate Justices.
- B. The Chief Justice and the Associate Justices shall be nominated by the President and approved by a majority vote of the Senate.
- C. The Judiciary shall choose their officers from amongst themselves. These officers shall be the Deputy Chief Justice, and the Judicial Recorder.
- D. As prescribed in Article IV, Section 1 of the Constitution, members of the Judiciary Committee serve lifetime appointments until they resign, leave Virginia Commonwealth University's Monroe Park Campus, or are impeached and convicted.
- E. If a vacancy should arise, the President of the Student Body shall nominate for appointment a new Justice within fourteen (14) academic days.
- F. Neither the Chief Justice nor any Associate Justice may hold any other elected or appointed position within the SGA while holding their position on the Judiciary Committee.
- G. The Chief Justice and the Associate Justices shall nominate the Executive position of Attorney General.
- H. The Attorney General may come from within the SGA or from the greater student body.
- I. Confirmation of the nomination of Attorney General will be at the discretion of the Chief Justice.
- J. The Attorney General may not hold any other position in the SGA during his or her tenure.

Section 2. The Justices and Staff

- A. The Chief Justice
 1. The Chief Justice shall have the following powers and duties:
 2. The Chief Justice shall be the leader of the Judiciary Committee.
 3. The Chief Justice shall administer the oath of office to the President of the Student Body, the Vice President of the Student Body, and all Senators.
 4. The Oath of Office read to the President shall, as defined in Article III, Section 2 of the Constitution, be as follows:
 5. "I do solemnly affirm that I will faithfully execute the office of President of the Student Body, and will to the best of my ability, preserve, protect, and defend the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University."
 6. The Oath of Office read to the Vice President of the Student Body shall be as follows:
 7. "I do solemnly affirm that I will faithfully execute the office of Vice President of the Student Body, and will to the best of my ability, preserve, protect, and defend the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University."
 8. The Oath of Office read to all Senators shall be as follows:
 9. "I do solemnly affirm that I will faithfully execute my duties as a Senator, and will to the best of my ability, preserve, protect, and defend the Constitution of the Student Body of the Monroe Park Campus of Virginia Commonwealth University."
 10. The Chief Justice shall, with the consent of a majority of the Judiciary Committee, appoint Judicial Aids.
 11. Should the Chief Justice be unable to fulfill his or her duties, The Deputy Chief Justice shall assume the role as Chief Justice until the Chief Justice is able to regain the ability to fulfill his or her duties.
 12. Should both the Chief Justice and Deputy Chief Justice be unable to fulfill their duties, the Attorney General shall assume the role as Chief Justice until either or both the Chief Justice and Deputy Chief Justice regain the to fulfill their duties. Should the Chief Justice be unable to regain the ability to fulfill his or her duties, the President of the Student Body shall appoint, with confirmation from the Senate, a new Chief Justice and, if needed, another Associate Justice.

- B. The Deputy Chief Justice
 - 1. The Deputy Chief Justice assists the Chief Justice whenever needed.
 - 2. The Deputy Chief Justice shall also oversee the training of all Judicial Aids.
 - 3. The Judiciary Recorder
 - 4. The Judiciary Recorder oversees the recording and publishing of the documents and decisions of the Judiciary Committee.
- C. Judicial Aids
 - 1. Judicial Aides shall be elected by a majority vote of the Judiciary Committee.
 - 2. Judicial Aides shall assist in the business of the Judiciary Committee including, but not limited to, taking minutes at meetings, recording and publishing decisions of the Judiciary Committee, updating materials on the internet, and coordinating Judiciary Committee meetings.
 - 3. Judicial Aides are non-voting members of the Judiciary Committee and take no part in the actual deliberation of cases.
 - 4. Judicial Aides may not hold any other elected position within the SGA and may be removed from their position at any time by the Chief Justice.

Section 3. Hearing Procedures

- A. Judiciary Committee hearings shall consist of all parties being present during opening statements. Parties then will present all evidence and a comprehensive list of all witnesses that shall appear.
- B. In the event that a subpoenaed party fails to appear at their hearing, the Judiciary Committee reserves the right to move forward with the case.
- C. Following opening statements all witnesses will remain outside of the hearing chambers until called forth by the Judiciary Committee. Both sides will present their case including all evidence and witness statements. Both sides must submit a hard copy of their list to the Chief Justice prior to the hearing date.
- D. The Judiciary Committee will dismiss all parties and reconvene for deliberations. A decision will be issued and made available to all parties within fourteen (14) academic days. This decision will be published and the record kept in the offices of the Judiciary Committee for review by any and all parties.
- E. Hearings will be recorded via tape recorder to help with the judicial process.
- F. Before any hearing shall proceed, all parties and or witnesses shall be sworn in using the following oath:
- G. "I affirm that all testimony and evidence presented shall be truthful and accurate. I am aware that I am bound by this University's Rules and Procedures and that any knowingly false statements or testimony to this Court shall be considered a potential Rules and Procedures violation."

Section 4. Representation

- A. In the event that either the plaintiff or defendant should elect to have someone else represent him/her in their hearing the following criteria must be met:
- B. The appointed representative must currently be enrolled at Virginia Commonwealth University;
- C. Both the individual requesting representation and the representative must be consenting, and;
- D. The Judiciary Committee must be notified of this change prior to the hearing.
- E. The following disclaimer shall be signed and sent to the Judiciary Committee:
- F. "I hereby give consent and authorize, on this date of [insert date], [said person] to represent me in Case #__. I grant all representation to [said person] for the duration of the case or until I officially revoke these privileges. I understand that this person will act on my behalf and speak for me in all matters relating to the case. The outcome of the case may not be disputed based on representation."

Section 5. Filing for Judicial Interpretation

- A. Judicial interpretation may be sought for the following reasons:

- B. Any Person(s) may file a case for the Judiciary Committee to determine the constitutionality and/or validity of any act of the Executive or Legislative or of any agency directly associated with the SGA within thirty (30) days of said action. All deliberations of the Judiciary Committee may be made at their own discretion, however, all final opinions and holdings must be made public and in writing.
- C. Any member of Student Body may file a petition for judicial interpretation. Students seeking such remedy may arrange for SGA member representation in presenting their request to the Judiciary Committee. Should that individual be a member of the Judiciary Committee, that Justice must be recused from participating in the Hearing on that matter.
- D. All Judiciary Committee Hearings shall be conducted in a manner consistent with the Judiciary Committee Guidelines. All Judiciary Committee interpretations, rulings, and decisions shall be in writing and shall be made available to the Student Body. A permanent record of all hearings, interpretations, rulings, and decisions whether for Judicial Remedy or for Judicial Appeal, shall be kept in the SGA Office.
- E. Judicial remedy is initiated by submitting a brief outlining the facts of the question or complaint. The format of such a brief can be found on the SGA website. <http://www.vcusga.com>
- F. The Judiciary Committee shall review the submitted brief for merit applying the Rule of Two and, if appropriate, issue an injunction to halt all proceedings in dispute.
- G. Subpoenas shall be issued to all parties involved, if appropriate, and a hearing will be scheduled to establish the facts at a time agreeable to the parties.
- H. Should any party fail to appear at the hearing without the prior consent of the Judiciary Committee, the issue will be resolved immediately by a summary judgment.
- I. Upon establishing the facts, the hearing will be concluded by referring the issue to the Judiciary Committee for deliberation and resolution.
- J. If because of a dispute, the facts cannot be established, the issue will be referred for a Judicial hearing as outlined in Article V, Section 3 of these Bylaws.
- K. If any party wants to appeal the decision of the Judiciary Committee; they shall have five (5) business days to present (at the SGA Office) new evidence and/or extenuating circumstances. The Judiciary Committee will then determine the validity of the appeal.

Section 6. Judicial Injunctions

- A. The Judiciary Committee shall place Judicial Injunctions to halt the actions of any person or group in order to preserve the status quo while a case is pending.
- B. There shall be two forms of Injunctions:
- C. Provincial Injunctions: can be placed by a majority vote of the Judiciary Committee and will be in place for the duration of the case.
- D. Emergency Injunctions: can be placed at the discretion of the Chief Justice and must be approved by the Judiciary Committee at the next scheduled meeting in order to become permanent. If not approved, the Emergency Injunction expires.

Section 7. Mediation between Student Organizations

- A. The Judiciary Committee shall act as a mediator between Student Organizations in dispute regarding the validity of their actions under their authority as delegated by the University.
- B. Any member of the Student Body or Student Organization may notify the Judiciary Committee of a grievance or matter of dispute between themselves and another Student Organization within one calendar week of said action or point of dispute, unless the branch unanimously agrees to hear said dispute.
- C. Following notification and all proper completed paperwork within that time the Judiciary Committee shall notify all parties involved and schedule a meeting time for all parties to convene to discuss the dispute in question.

- D. The Judiciary Committee may only act as a mediator between consenting parties and those parties prior to mediation must agree that the decision of Judiciary Committee will be accepted and enforced prior to a hearing of grievances.
- E. Mediation hearings will follow the Structure and Procedure of the Judiciary Committee as outlined in our Guidelines under Hearing Procedures.
- F. The Judiciary Committee shall contact both organizations after the hearing, to set up a thirty (30) day follow-up meeting if deemed necessary.

Section 8. Internal Senate Elections

- A. The Judiciary Committee shall oversee and conduct the elections of the Senate Leadership and Appointment Committees as delineated in Article III, Section 5 of these Bylaws.

Article VI. The Advisors

Section 1. Appointment of Advisors

- A. In an effort to assist with the development of the members and the management of the organization, the University shall appoint advisors to the SGA.
- B. The SGA shall have, at a minimum, advisors for the following: Executive Board, Senate Leadership, Judiciary Committee, Senate Committees and Special Committees.

Section 2. Authority of Advisors

- A. SGA Advisors have the authority under these Bylaws to attend any and all meetings of the SGA public or private.
- B. The SGA Advisors shall from time to time have the authority to call special mandatory meetings of committees or of the body as a whole for the purpose of training, leadership development or organizational development.

Article VII. Article VII Financial Management of the Organization

Section 1. Budget Authority

- A. Authority of the Treasurer
 - 1. 1. The Treasurer shall be the chief financial officer for the SGA. All financial transactions must be approved by the Treasurer or designee as appropriate prior to submission to the University for processing.
 - 2. 2. The Treasurer shall be responsible for the annual budget process for the funds used to operate the SGA in accordance with Article I, Section 3, C of these Bylaws.
- B. Compensation and Evaluation Committee
 - 1. 1. The SGA will appoint a committee that will meet each Spring to review current compensation and evaluation process and recommend any changes for the following fiscal year.
 - 2. 2. A member of the Judicial Committee must chair the committee and the Treasurer shall serve on that committee.

Section 2. Budget Management and Transparency

- A. The SGA operational funds shall be managed by the University at all times. SGA shall not be permitted to have non-University accounts at any time.

- B. All finances of the SGA shall be made available to the general student body by way of the web pages and other means to ensure open records for SGA finances.

Article VIII. Elections & Appointments

Section 1. Structure

- A. General Body elections and referenda shall occur using secure web based process managed by the University.
- B. Members of the student body as defined in Article I Section I of the Constitution are entitled to one vote in each general election or referendum.
- C. The name of each candidate, his or her school or college, and the position for which he or she is running shall appear together on the ballot.
- D. Only the name given to the University by the candidate shall be used on the ballot. Nicknames shall not be permitted unless documentation is provided to show that this is a candidate's most common name.

Section 2. Results

- A. The unofficial results of the election will be posted on the SGA website no later than two (2) business days after the close of the election.
- B. The official results of the election will be posted on the SGA website as soon as they have been confirmed by the Judiciary Committee. If there is contention of the election, then the results will be withheld until grievances have been resolved.
- C. The official results of the elections will be released no later than five (5) business days after the elections unless a problem with verification arises.

Section 3. Schedule of Elections

- A. Elections shall occur twice per academic year as follows:
- B. Fall Elections
 1. The election will consist of thirty (30) Senate seats.
 2. These Senators will serve from the beginning of the spring semester until the end of the following Fall semester.
 3. Any amendments to the Constitution by the SGA or other referendum shall be placed on the ballot at this time for the Student Body to vote on.
 4. The election shall be held from the third Tuesday of October from 8:00 AM until the third Thursday of October at 11:59 PM
 5. Senators shall be trained and sworn in prior to the last session of the Senate of the fall semester and shall include these newly-constituted Senators.
- C. Spring Elections
 1. The election will consist of thirty (30) Senate seats, the President of the Student Body, and the Vice President of the Student Body.
 2. Senators shall serve from the beginning of the Fall semester until the end of the following Spring semester.
 3. The President and Vice President of the Student Body shall serve from the beginning of the Fall semester until the end of the Spring semester.
 4. Any amendments to the Constitution by the SGA or other referendum shall be placed on the ballot at this time for the Student Body to vote on.
 5. The election shall be held from the first Tuesday of March at 8:00 AM until the first Thursday of March at 11:59 PM.

6. Senators shall be trained and sworn in prior to the last session of the Senate of the spring semester and shall include these newly-constituted Senators. The President and Vice President of the Student Body shall be sworn in during the last session of the Senate of the spring semester.

D. Appointment of Senators

1. According to Article II, Section 1 of the Constitution, "should vacancies occur with any of the sixty Senators elected by the Student Body, the Chairperson of the Senate may appoint a temporary Senator until the Student Body fills the vacancies by election. These temporary Senators will remain in their seated positions until that seat is up for re-election."

Section 4. The Role of the Judiciary Committee

- A. Grievances and Campaign Violations
- B. The Judiciary Committee manages the grievance and appeals process for elections.
- C. A grievance can be brought to the Elections Committee anytime from the first Mandatory Candidate Meeting until seventy-two (72) hours after polls have closed.
- D. The Elections Committee shall report all grievances to the Judiciary Committee within forty-eight (48) hours of their receipt.
- E. A violation may be filed by any student to the Judiciary Committee regarding violation of the election rules.
- F. The Judiciary Committee as a group may not file complaints to itself regarding a particular candidate.
- G. An individual member of the Branch may file a complaint.
- H. A violation must cite clearly and concisely the rules presumed to be violated. Evidence may also be submitted with the violation. All violations must be filed correctly and within the timelines in order to be considered by the Judiciary Committee.
- I. The person for which the violation is against will be contacted and told of the alleged charge. The Judiciary Committee must establish a hearing within forty-eight (48) hours of receiving the violation and must contact both parties within that time period to establish a time and place for a hearing.
- J. A violation may be resolved in several ways, including:
 1. 1. Dismissal of Charge: The Judiciary Committee found the charges to be unfounded.
 2. 2. Disqualification: The Judiciary Committee has decided that there is significant evidence that the rule(s) were violated in a severe nature.
- K. A majority vote of the Judiciary Committee shall decide the resolution of the complaint.
- L. Decisions of the Judiciary Committee may be appealed in writing within one week of the written opinion should new evidence or extenuating circumstances be established.

Article IX. Impeachment, Removal from Office, and Vacancies

Section 1. Section 1) Resignation

- A. A) A member of the SGA may resign by submitting a written notice to the head of their branch. The resignation shall not be final without the approval of the Judiciary Committee. Resignation from any office within the SGA shall result in the surrendering of all privileges and positions attained as a result of being a member of the SGA.
- B. B) The Vice President, Treasurer, Clerk, Secretary, Webmaster, shall report their resignation to the President of the Student Body, the Chair of the Senate, and the Chief Justice.
- C. C) The Chair of the Senate shall receive the resignations from Senators.
- D. D) Committee Chairs shall receive the resignations from committee Delegates.
- E. E) The Chief Justice shall receive the resignations from all members of the Judiciary Committee.

- F. F) The President shall receive any and all University Committee Appointees' resignations.
- G. G) If the Student Body President, Chair of the Senate, or Chief Justice resigns they must turn in their resignations to the other two of the aforementioned three leaders of the SGA.

Section 2. Impeachment

A. Grounds for Impeachment

1. Any officer of SGA who knowingly evades his or her duties as set down by the Constitution or these Bylaws, or commits any act that is determined to be detrimental to the welfare of the Student Body is subject to impeachment.
2. No officer may be brought up for the same charge(s) twice resulting from a particular incident.

B. Impeachment Initiation

1. Any charge may be brought by any student on a member of the SGA and submitted to the Chief Justice. This act would initiate the investigation process.
2. Upon submission of the charges, the Judiciary Committee shall review the allegations and should two Justices find the case valid, the Judiciary Committee shall move forward with the investigation.
3. Impeachment proceedings shall begin the week following this ruling.

C. Impeachment Proceedings

1. As stated in Article II, Section 3 of the Constitution, the Senate shall have the sole power to try impeachments.
2. When the Senate sits as jurors in impeachment proceedings, they shall be sworn to the following affirmation:
3. "I affirm that I shall hear all testimony and evidence presented in an unbiased and fair manner. By hearing the following testimony, I am aware that I am bound by this University's Rules and Procedures."
4. When the President of the Student Body or Vice President of the Student Body is tried, the Chief Justice shall preside.
5. In all other cases of impeachment, the Vice President shall preside or appoint a member of the Senate to preside.
6. The Senate may hold hearings, interviews, or any other inquiries in order to investigate all articles of impeachment at its discretion.
7. The Senate shall observe quorum during all hearings that involve an investigation.
8. Upon conclusion of the investigation and a verdict presented, the Judiciary Committee shall compile all of the findings into a report.
9. All results of the impeachment investigations shall be forwarded to all areas of the SGA.
10. All members of the SGA are required to cooperate with all impeachment proceedings if their services are needed.

Section 3. Automatic Removal from Office

A. A member of the SGA shall automatically be removed when:

1. The member is separated, dismissed, or withdrawn from Virginia Commonwealth University.
2. The member fails to remove him/herself from the status of academic warning or probation after one semester.
3. Only the President of the Student Body, the Chair of the Senate, and the Chief Justice may automatically remove a member of the SGA.
 - a. (The President of the Student Body may only remove members of the Executive.
 - b. The Chair of the Senate may only remove Senators and Delegates.
 - c. The Chief Justice may only remove Associate Justices and Judicial Aids.

Section 4. Process for Removal of Senate Chairs

A. Grounds for Removal

1. Any Chair of a SGA Senate committee who knowingly evades his or her duties as set down by the Constitution or these Bylaws, or commits any act that is determined to be detrimental to the welfare of the Student Body is subject to removal from his or her Chairmanship.
2. No Chair may be brought up for the same charge(s) twice resulting from a particular incident.

B. Removal Initiation

1. Any charge may be brought by any member of the SGA Senate and submitted to the Chief Justice. This act would initiate the investigation process.
2. Upon submission of the charges, the Judiciary Committee shall review the allegations and should two Justices find the case valid, the Judiciary Committee shall move forward with the investigation.
3. Removal proceedings shall begin the week following this ruling.

C. Removal Proceedings

1. As stated in Article II, Section 3 of the Constitution, the Senate shall have the sole power to try removals.
2. When the Senate sits as jurors in removal proceedings, they shall be sworn to the following affirmation:
3. "I affirm that I shall hear all testimony and evidence presented in an unbiased and fair manner. By hearing the following testimony, I am aware that I am bound by this University's Rules and Procedures."
4. The Senate may hold hearings, interviews, or any other inquiries in order to investigate all articles of removal at its discretion.
5. The Senate shall observe quorum during all investigation hearings.
6. Upon conclusion of the investigation and a verdict presented, the Judiciary Committee shall compile all of the findings into a report.
7. All results of the removal investigations shall be forwarded to all areas of the SGA.
8. All members of the SGA are required to cooperate with all removal proceedings if their services are needed.

Section 5. Vacancies

- A. Should vacancies arise due to resignation or removal from office, they are to be filled as written in these Bylaws.
- B. Should the President of the Student Body relinquish his or her office, the office shall be filled in accordance with Article III, Section 1 of these Bylaws.
- C. Should the Vice President of the Student Body relinquish his or her office, the office shall be filled in accordance with Article III, Section 1 of these Bylaws.
- D. Should the Chair of the Senate relinquish his or her office, the office shall be filled in accordance with Article IV, Section 5 of these Bylaws.
- E. Should a Senator relinquish his or her office, the office shall be filled at the discretion of the Chair of the Senate and confirmed by simple majority vote of the Senate.
- F. Should the Chief Justice relinquish his or her office, the office shall be filled in accordance with Article V, Section 2 of these Bylaws.
- G. Should an Associate Justice relinquish his or her office, the office shall be filled by the President of the Student Body with confirmation from the Senate.
- H. Should a member of the Executive relinquish his or her office, the office shall be filled by the President of the Student Body with confirmation by the Senate.

Article X. Joint Collaborations

Section 1. Purpose

- A. All areas of the SGA shall work together.
- B. No less than twice a semester, the Executive Board of the SGA shall meet to consider the general business and direction of the SGA.
- C. All other meetings of the Executive Board shall be specified elsewhere in these Bylaws.

Article XI. Appeals

Section 1. Judicial Appeals

- A. Actions and decisions of any case heard by the Judiciary should be made forty-eight (48) hours after the verdict has been received. All appeals should be submitted in the same manner as any other case. Verdicts on appeals may not be appealed.

Ratified by the Senate: By Unanimous Vote April 26, 2010

Amendments

- I. The following sections were amended on the 20th of September, 2010:
 - A. Article IV, Section 3.1. (amended)
 - B. Article IV, Section 5.C.3.a. (amended)
 - C. Article VIII, Section 3.D.2. (amended)
 - D. Article VIII, Section 3.D.3. (removed)
- II. The following sections were amended on the 27th of October, 2011
 - A. Article I, Section 2, K. (amended)
 - B. Article III, Section 1, A. (amended)
 - C. Article III, Section 3, Part A, Line H. (amended)
 - D. Article III, Section 3, Part A, Line I. (amended)
 - E. Article III, Section 3, Part F, Line 1. (amended)
 - F. Article III, Section 3, Part F, Line 2. (amended)
 - G. Article IV, Section 2, Part B, Line F (amended)
 - H. Article IV, Section 2, Part B, Line G (amended)
 - I. Article IV, Section 2, Part B, Line H (amended)
 - J. Article IV, Section 3, Part A (amended)
 - K. Article IV, Section 4, Part 4 Line E (amended)
 - L. Article IV, Section 4, Part 4 Line H (stricken)
 - M. Article IV, Section 4, Part C, Line 3 (amended with Part C notation)
 - N. Article IV, Section 5, Part C, Part 2 (amended)
 - O. Article V, Section 1, Part C (amended)
 - P. Article V, Section 1, Part G (amended)
 - Q. Article V, Section 1, Part H (amended)
 - R. Article V, Section 1, Part I (amended)
 - S. Article V, Section 1, Part (amended)
 - T. Article V, Section 2 Part C (stricken)
 - U. Article V, Section 5, Part (amended)
 - V. Article VIII, Section 3, Part D, Lines 2 & 3 stricken
 - W. Article IX, Section 5, Part E (amended)
 - X. Article X, Section 1, Part B (amended)
 - Y. Article X, Section 2, Part C (amended)