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Senate Statutes - Title VI (SG Functional Groups) - Updated 12-11-13

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<p>Title</p> <p>6</p> <p>Student Government Functional Groups</p>
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Chapter

600

Judicial, Senate, and Executive Committee

- 600.1** The purpose of the Judicial, Senate, and Executive Committee (JuSenEx) shall be to ensure open communication between the branches of Student Government and provide a forum to address general issues.
- 600.2** JuSenEx shall be comprised of the following members:
- 600.2.1** Student Government Advisor serving as ex-officio and chair of the committee.
 - 600.2.2** Student Body President
 - 600.2.3** Student Body Vice-President
 - 600.2.4** Senate President
 - 600.2.5** Senate President Pro-Tempore
 - 600.2.6** Supreme Court Chief Justice
 - 600.2.7** Supreme Court Senior Justice
 - 600.2.8** Student Government Advising, Training, and Operations Office Manager¹
- 600.3** Any of the members listed above may appoint a member of their branch to sit for them should they be unable to attend the meeting.

¹ SB [S] 51-015 modifies Position name

Chapter

601

Funding Committees

601.1 There shall be two committees responsible for allocating Activity and Service (A&S) Fee monies:

601.1.1 The Activity and Service Recommendation Committee (ASRC)

601.1.2 The Senate Committee on Appropriations and Audits

601.2 The duties of ASRC shall be as follows:

601.2.1 To make recommendations to the Student Government Senate for the annual allocation of the Activity and Service Fee monies, hereafter A&S monies.

601.2.2 To make recommendations according to the Mission Statement for the A&S monies.

601.2.3 To make recommendations for the budget review policy, provisions, and guidelines.

601.2.4 To provide the Student Government Senate, at the conclusion of the allocation process, those standards and guidelines used by the committee for making allocations. These supplemental standards will be sent to the Senate in order to have the proviso updated so that the Senate Committee on Appropriations and Audits will apply the same standards during the Interim Funding process which were used during the normal budget review. To ensure fairness and consistency in the allocation process during the entire year, the Senate Committee on Appropriations and Audits will adhere to the same standards as ASRC.

601.3 Amounts recommended for the allocation shall be supported by documentation as to any, including reasons for adjustments to the budget requests or denial of funding.

601.4 ASRC shall be composed of the following positions:

601.4.1 The Student Body President or his/her designee.

601.4.2 The Senate President or his/her designee.

601.4.3 Six (6) primary Senators² and two (2) alternate Senators.

601.4.3.1 The primary Senators and alternate Senators shall be elected within the Senate.

601.4.3.2 The primary Senators and alternate Senators shall be removed from ASRC by a majority vote of the Senate upon recommendation from any member of ASRC.

601.4.3.3 The primary Senators and the alternate Senators will be responsible for attending all ASRC meetings.

601.4.3.4 The alternate Senators shall have the same speaking rights as the elected Senators and shall vote in the absence of the primary Senators and in the election of the Chair and Vice-Chair of the committee.³

² SB [S] 54-007 modifies this clause.

³ SB [S] 54-010 modifies this clause.

- 601.4.4** The Senate Committee on Appropriations and Audits Chair
 - 601.4.5** The Student Government Chief Financial Officer⁴
 - 601.4.6** The Director of ASMB or his or her designee from within ASMB (ex officio non-voting).⁵
 - 601.4.7** The Student Government Fiscal Coordinator or Fiscal Assistant (ex officio non-voting).⁶
 - 601.4.8** A member of the Student Government Advising, Training and Operations (ex officio non-voting).⁷
- 601.5** A supermajority vote of the Student Government Senate shall be required to change the composition of ASRC.
- 601.6** The Student Body President shall be responsible for calling the first meeting of ASRC by the third week of September.
- 601.7** ASRC, upon its first meeting, shall elect a Chair.
- 601.8** The ASRC Chair shall see that the following items have been completed:
- 601.8.1** Review Activity and Service Fee Mission Statement.
 - 601.8.2** Record all ASRC meetings in writing.
 - 601.8.3** Finish budget review in accordance with the budget allocation timeline.
 - 601.8.4** Draft the Proviso changes as a bill and present to the Senate by the first Tuesday in November.
- 601.9** ASRC shall provide the Senate as a whole, their recommendations for the Proviso, for the next year's budget by the first Tuesday in November. The ASRC Chair is required to present a briefing to the Senate addressing the Proviso and ASRC recommendations. The Proviso must be approved by the Senate no later than the second Tuesday in November. The Proviso will not be referred to committee. The Proviso establishes funding priorities and maximum spending limits to be used during the budget process.
- 601.10** ASRC shall submit amendments to the Proviso to the Student Government Senate no later than the last Senate meeting of the Spring semester. The updated Proviso will be used by the Senate Committee on Appropriations when reviewing Interim Funding requests in order to apply the same standards during the Interim Funding process that was used during the annual budget process.
- 601.10.1** Subsequent amendments to Proviso may be proposed after the last meeting of the applicable spring semester by any Senator and adopted by a majority vote of the Senate. Such amendments shall be considered effective for the remainder of the applicable fiscal year.⁸

⁴ SB [S] 54-007 adds Chief Financial Officer.

⁵ SB [S] 51-015 adds "from within ASMB"

⁶ SB [S] 51-015 adds " or Fiscal Assistant"

⁷ SB [S] 51-015 adds this clause

⁸ SB [S] 51-010 adds this sub-clause

- 601.11** Proviso and annual budget presented from ASRC shall not be amendable on the Senate Floor.
- 601.12** ASRC shall operate under its own Rules of Procedure, which shall not be in conflict with the Student Body Constitution or the Student Government Statutes.
- 601.13** Operations of the Senate Committee on Appropriations and Audits shall be detailed in Senate Rules of Procedure.

Chapter

602

University Wide Committees

- 602.1** Student Government reserves the right to select student membership on University Wide Committees. Such membership shall not be made in conflict with the University Charter, Policy and Procedures Manual, Student Body Constitution, Student Government Statutes, or the Committee's specific charter.
- 602.2** It shall be the responsibility of the Student Body President to select and, if necessary, remove a Student Representative from these committees. These appointments shall be made no later than ten business days after a vacancy for a student seat occurs.
- 602.3** Student Representatives shall be coordinated by the Student Body President, or his/her designee⁹, with the Student Body President maintaining the right to remove or appoint Student Representative according to the procedure outlined in the Student Government Statutes. Should the Student Body President choose to remove a Student Representative from any committee, he or she will be required to submit a written explanation to the Chair of the Senate Committee on University, Community, and Government Affairs.¹⁰
- 602.4** The Student Body President, or his/her designee, shall submit student representative reports to the Chair of the Senate Committee on University, Community, and Government Affairs through electronic mail within five business days of the representative's university-wide committee meeting. Failure to submit the reports within five business days of the committee meeting will result in a written warning from the Senate University, Community, and Government Affairs Chair. Failure to submit reports within two additional business days (seven business days since the committee meeting) will result in a subpoena by the Senate Committee on University, Community, and Government Affairs. Both disciplinary actions shall be perused at the discretion of the chair.¹¹

⁹ SB [S] 53-009, Modifies 602.3 & 602.4

¹⁰ SB 50-009, Amendment to 602.3

¹¹ SB 50-009, Addition of 602.4

Chapter

603

Personnel Policy Board

- 603.1** The purpose of this chapter is to define the composition and duties of the Student Government Personnel Policy Board, hereafter referred to as the PPB.
- 603.2** The PPB shall act as a formal appeals board for any Student Government Employee who feels his or her employment has been terminated without justifiable cause.
- 603.3** “Justifiable Cause” shall, for purposes of this chapter, refer to reasons for termination consistent with State or Federal Law regarding termination of employees.
- 603.4** The PPB shall be comprised of the following members:
- 603.4.1** The Senate Committee on Judiciary and Ethics Chair¹²
 - 603.4.2** Student Body Vice-President
 - 603.4.3** Senior Justice of the Supreme Court
 - 603.4.4** Executive Branch Chief of Staff
 - 603.4.5** Student Government Advising, Training, and Operations Advisor¹³
- 603.5** The PPB shall convene after a terminated employee files an official complaint of termination without justifiable cause to the Senate President Pro Tempore, and he or she finds the complaint valid.
- 603.6** The Senate President Pro Tempore shall investigate the matter to the best of his or her ability for validity, and he or she shall question the accused and the accusing party.
- 603.7** The appealing employee shall have the burden of proof to show there was a lack of justifiable cause in his or her termination.
- 603.8** If the Senate President Pro Tempore feels the employee was not terminated with justifiable cause, he or she shall immediately inform the Senate Committee on Judiciary and Ethics Chair¹⁴, who shall convene the PPB within ten (10) business days after his or her preliminary investigation. The Senate Committee on Judiciary and Ethics Chair¹⁵ shall be responsible for informing the affected agency, employee, and the PPB members¹⁶ of the meeting date, time, and location of the PPB at least two (2) business days before the meeting.¹⁷
- 603.9** Once the PPB convenes, the procedure for appeal shall be as follows:

¹² SB [P] 49-005, Changes duties from Rules to Judiciary and Ethics

¹³ SB [S] 51-015 Modifies this clause

¹⁴ SB [P] 49-005, Changes duties from Rules to Judiciary and Ethics

¹⁵ SB [P] 49-005, Changes duties from Rules to Judiciary and Ethics

¹⁶ SB [S] 53-009 Modifies this clause

¹⁷ SB [S] 51-015 Adds “at least two business days before the meeting”

- 603.9.1** The Senate Committee on Judiciary and Ethics Chair¹⁸ shall chair the meeting and vote only in the event of a tie.
- 603.9.2** The affected employee shall have up to a ten minute period to state his or her reasons for filing the appeal, followed by a discretionary period of questioning from the board.
- 603.9.3** The affected employer shall have up to a ten minute period to state his or her reasons for termination, followed by a discretionary period of questions from the board.
- 603.9.4** The board shall then deliberate on its decision, and then shall announce the decision to both parties once the decision is reached with a majority vote.

¹⁸ SB [P] 49-005, Changes duties from Rules to Judiciary and Ethics

Chapter

604

Marshall Student Center Board¹⁹

- 604.1** The purpose of the Marshall Student Center Board, hereafter referred to as the “Board”, shall be established to assist and aid the administration of the Marshall Student Center in improving the Marshall Student Center to ensure it is providing students with a functional and student oriented union. The Board shall not only review the operations of the Marshall Student Center but shall also assess the programming from the Office of Fraternity and Sorority Life, New Student Connections, Center for Leadership and Civic Engagement, Office of Multicultural Affairs, and Center for Student Involvement.
- 604.2** The Board shall establish specific matters and goals to embark on each Academic year by their second meeting.
- 604.2.1** The matters shall be outlined in the Board’s Rules of Procedure and ad-hoc committees formed to address matters accordingly.
- 604.2.2** The matter shall be related to operations or programming in the Marshall Student Center.
- 604.3** The Student Body President shall call the first meeting of the Marshall Student Center Board prior to the last Friday of September.
- 604.4** The Marshall Student Center Board shall be comprised of the following voting members:
- 604.4.1** Seven student members
- 604.4.2** Two student alternatives
- 604.4.3** One Alumni of the university
- 604.4.4** One Faculty member
- 604.4.5** One Administrative staff employee
- 604.4.6** One University staff employee
- 604.5** The Marshall Student Center Board shall be comprised of the following non-voting ex-officio members or their designees:
- 604.5.1** The Director of the Marshall Student Center
- 604.5.2** The Assistant Director of the Marshall Student Center
- 604.5.3** The Director for Center for Leadership and Civic Engagement
- 604.5.4** The Director for New Student Connections
- 604.5.5** The Director for Office of Fraternity and Sorority Life
- 604.5.6** The Director for Office of Multicultural Affairs
- 604.5.7** The Director for Center for Student Involvement

¹⁹ SB 51st term (no bill number, titled incorrectly as “Fruit Requirements”). Amends entire chapter.

604.6 The Student Body President and his/her office shall accept no more than two student nominations from each represented office sitting on the Board.

604.6.1 The deadline for student nominations and students who apply to serve on the Board campus wide are due the second Friday of the fall semester.

604.6.2 The Student Body President shall appoint students from the pool of nominated students as well as students who applied to serve on the Board prior to the third Senate Meeting of the Fall Semester.

604.7 The Student Body President shall:

604.7.1 Designate a Chairperson

604.7.2 Have authority to remove any student members or alternate from the Board

604.7.3 Appoint a student replacement to fulfill the remainder of the term should a student member resign or be removed for any reason

604.8 The Alumni member shall be appointed by the Alumni Association.

604.9 The Faculty member shall be appointed by the Faculty Senate.

604.10 The Administrative and University staff members shall be appointed by their respective councils.

604.11 Voting members of the Board shall not serve for more than two academic terms.

604.12 Members of the Board shall be divided into ad-hoc committees to address specific matters for the serving term. Non-voting members shall act as the committee's advisors.

604.13 A Chairperson and Vice Chairperson(s) for each committee shall be appointed by the Board at the second meeting.

604.13.1 Duties of the Chairpersons and Vice Chairperson(s) shall be outlined in the Board's Rules of Procedures.

604.14 A report by the Marshall Student Center Board shall be finalized prior to the last Senate meeting of the Spring Semester.

604.14.1 A copy of the report shall be given to the Marshall Student Center, Student Government Advising and Training Operations, Student Senate, and the Student Body President.

604.15 The Board's report shall include:

604.15.1 A compilation of all findings from Ad-hoc committees and the Board.

604.15.2 Assessment and recommendations related to the term's matters.

604.15.3 The Board's report shall also be published on the Marshall Student Center and the Student Government website prior to the beginning of the Summer Term.

604.16 The Marshall Student Center Board shall update and approve the Board's Rules of Procedure no later than the third meeting of the Fall Semester.

604.16.1 The Rules of Procedure shall include, but is not limited to:

604.16.1.1 Quorum

604.16.1.2 Matters and Goals of the Board for the academic year

604.16.1.3 Ad-hoc Committees and their duties

604.16.1.4 Orders of business

Chapter

605

Branch Campuses

- 605.1** Students of Branch Campuses shall be afforded the same rights and privileges of any student at the University of South Florida, Tampa Campus.
- 605.2** Consistent with State Law, the University Board of Trustees may establish a Student Government on any Branch Campus.
- 605.3** Each Student Government shall be organized and maintained by students and shall be composed of at least a Student Body President, a Student Legislative Body, and a Student Judiciary. The Student Government at each Branch Campus shall determine its own internal rules and policies.
- 605.4** The Student Government of the Tampa Campus recognized the following Branch Campus Student Governments²⁰:
- 605.4.1** The Student Government of the Sarasota-Manatee Campus
 - 605.4.2** The Student Government of the St. Petersburg Campus

²⁰ SB [S] 53-009 Strikes 605.4.1

Chapter

606

Student Government Programming Council²¹

- 606.1** The purpose of the Student Government Programming Council (SG Programming Council) shall be to have representation of all Student Government entities in the programming of SG-wide events.
- 606.2** The SG Programming Council shall be comprised of:
- 606.2.1** At least 2 members of the Executive Branch appointed by the Student Body President
 - 606.2.2** At least 2 members of the Legislative Branch appointed by the Senate President
 - 606.2.3** 2 members of the Judicial Branch appointed by the Chief Justice
 - 606.2.4** 1 member of Student Government Computer Services appointed by the agency director
 - 606.2.5** 1 member of SAFE Team appointed by the agency director
 - 606.2.6** 1 member of Bulls Radio appointed by the agency director
 - 606.2.7** Student Government Advising, Training and Operations Director or his or her designee. (ex officio, non-voting)
- 606.3** All appointments shall be made by the close of business on the last Friday of the month of June to the Director of SGATO.
- 606.4** The Director of SGATO shall call the first meeting of the SG Programming Council by the close of business of the first Friday in the month of July to order for the purposes of electing a Chair and a Vice-Chair.
- 606.5** The SG Programming Council may also assign or elect Project Team Leaders for particular events at the discretion of the committee's SOPs.
- 606.6** The SG Programming Council's SOPs shall be passed by the close of the committee's third meeting.
- 606.7** The SG Programming Council shall plan and organize the following SG-wide events:
- 606.7.1** Student Government Inauguration
 - 606.7.2** The SG Holiday Party
 - 606.7.3** The SG End of the Year Banquet
 - 606.7.4** Any philanthropic team events²²
 - 606.7.5** Any Intramural SG Teams registered with Campus Recreation

²¹ SB [S] 51-023 Adds Chapter 607

²² SB [S] 53-009 Strikes 606.7.4.1

606.8 The SG Programming Council shall advise and assist SGATO with the organization and planning of the Student Government PLUNGE retreat.