



Assembly By-Laws

Article VII (of the Constitution of the Student Association): BY-LAWS

1. The Assembly shall adopt and amend By-Laws of this Constitution by a two-thirds vote. Each Council shall adopt By-Laws of its own by a two-thirds vote, without contradicting the Assembly By-Laws.
2. The Student Association may amend the By-Laws by a three-fifths majority of votes cast at the next scheduled election or at a special referendum.
3. The By-Laws shall be made available by the Elections and Rules Committee for public inspection.
4. In no case shall the By-Laws be enacted or amended to contradict this Constitution.

Pursuant to Article VII of the Constitution of the Student Association, the Assembly hereby establishes these Assembly By-Laws.

ARTICLE I: THE STUDENT ASSOCIATION

1. Members of the Student Association shall have the right to speak in front of the Assembly, to ask questions of Members of the Assembly, and to ask questions of the Members of the Executive Committee. Members of the Student Association shall be treated as guests and shall be governed accordingly under Robert's Rules of Order.
2. The rights of Members of the Student Association to speak before the Assembly shall not be construed so as to include the right to make motions, object to motions on the floor of the Assembly, vote on motions in front of the Assembly, or impede the Assembly in its business.
3. All students registered at the University of Chicago, regardless of full- or part-time status shall be considered members of the Student Association, as long as they are in a degree-seeking program or are registered as Returning Scholars or Graduate Students at Large in the Graham School of General Studies.

ARTICLE II: THE ASSEMBLY

1. The purpose of the Assembly shall be to legislate for the betterment of the student body of the University of Chicago and bring the concerns of individual constituencies to the attention of the entire Assembly.

2. Pursuant to Article II §2(a) of the Student Association Constitution and Article II §1 of these By-Laws, the Assembly shall officially record and make public all formally approved motions as proper resolutions or statutes. Any official resolution or statute of the Assembly may be enacted by a majority vote of the Assembly or by a majority vote of both Councils, but any proposed resolution or statute may only be introduced twice in any given quarter. All enacted resolutions or statutes will have the force of these By- Laws.
3. The Assembly may not enact any resolution or statute that contradicts the Student Association Constitution or these By-Laws, nor may the Assembly enact any resolution or legislative code concerning the selection or powers of officers and standing committees, except where otherwise called for in these by-laws.
4. Each member of the Assembly shall have only one unexcused absence from any meeting of the Assembly each quarter.
5. The Assembly may withdraw recognition or funding privileges from any Recognized Student Organization (RSO).
6. The Assembly, in joint session, shall have the power to approve appointments by the President of the Chairs of Standing Committees and the Chairs of ad hoc Committees.
Student Government Assembly By-Laws
7. At the first Assembly meeting following any period during which the power of the Assembly has been delegated, the Executive Committee shall present a report detailing all allocations of funds, minutes of all meetings, and records of all correspondence of Student Government. No vote or action need be taken on this report by the Assembly.
8. Elected representatives may designate a proxy as follows:
 - a. The proxy must be a registered student in the elected student's constituency.
 - b. The elected representative must notify the Vice President for Administration in writing of the name of his or her intended proxy no less than 24 hours before the scheduled Student Government Assembly or Committee meeting.
 - c. The proxy shall have all privileges that are due an elected representative at that particular meeting.
 - d. One person may serve as a proxy for only one representative for the duration of an Assembly meeting.
 - e. The elected representative is responsible for all of the actions of his proxy and any responsibilities of the duties of his office.
9. The President shall convene extraordinary meetings of the Assembly upon petition to the President by five members of each Council.
10. The time, place, and agenda of all Assembly and committee meetings shall be announced to the public. Announcements of meetings shall be made at each Assembly meeting, through public notice outside the Student Government office and through other appropriate media before the meeting.
11. The Assembly shall be required to post and make public to their constituencies all minutes and other pertinent information from the Assembly and the Executive Committee. Additionally, Assembly members shall post and make public the time of all Student

Government meetings and proceedings, including but not limited to all Assembly and committee meetings. Any and all minutes must reflect how each Assembly member voted in any and all votes taken, and all Assembly members must be listed by name.

12. Assembly Representatives of the Student Association shall be elected during each autumn quarter and the spring quarter that precedes it, or pursuant to Article II §12(f). All assembly members must be elected no later than the third week of Autumn Quarter, or by the date set by their divisional election authority pursuant to Article II §12(f). The assembly shall be elected as follows:
 - a. The Assembly shall consist of thirty-four (34) representatives. Each Council shall have seventeen (17) representatives.
 - b. Each electoral unit represented in each Council shall have at least one (1) representative.
 - c. Each Council shall apportion their seats among their own constituencies according to procedures outlined in the appropriate Council By-Laws.
 - d. No representative shall be elected from an electoral unit in which they are not eligible to vote.
 - e. A representative shall forfeit his or her seat upon withdrawing from the electoral unit from which they were elected.
 - f. Graduate Council may certify alternate electoral processes outside of the Elections & Rules framework for running elections on a division-specific basis by a 2/3 vote of that body. The Chair of Grad Council must maintain a comprehensive and current list of divisions with an exemption to the E&R framework. No revisions to this list may be made after the start of each spring quarter. The Chair of E&R must be notified of any division participating in alternate processes by the start of spring quarter.
 - i. These processes must involve direct election of a representative by the students or divisional council.
 - ii. These processes must be enumerated in a Divisional Election Code for each division participating in an alternate process. These Divisional Election Codes must be submitted to the Chair of Elections and Rules by the start of spring quarter, or E&R will deem that no notification has been provided and that the division(s) failing to provide notification will participate in the E&R spring elections process.
 - iii. These processes may include a requirement that the candidate serve in the Divisional Council as well.
 - iv. These processes may not obfuscate the will of the voters by permitting area deans to appoint representatives unilaterally.
 - v. These processes must result in the election of specific representatives, though term dates and lengths may vary.
13. Elected Representatives shall take office upon certification of the election and the completion of the outgoing Representatives' term and shall serve until the last day of Spring

Quarter.

14. Each Council may codify provisions in their own by-laws to select from its membership a representative to function as its Liaison to the other Council.
 - a. The Council Liaisons shall be chosen by their home Council as determined by that Council's by-laws. The offices shall be filled by the first Council meeting after the first Assembly meeting of the Academic year.
 - b. The Council Liaisons shall be endowed with all the rights, privileges, and obligations afforded full members of their host Council and be subject to all by-laws of that Council with the following exceptions:
 - i. Council Liaisons shall not have the right to vote in their host Council,
 - ii. Council Liaisons shall not be required to serve on committees in other than their home Council nor shall they be expressly excluded from serving on such committees,
 - iii. Council Liaisons shall not be required to attend activities associated with their host Council nor shall they be expressly excluded from such activities.
 - c. The Council Liaisons shall be required to attend all meetings of both their home and host Councils.
 - d. Council Liaisons shall have but not be limited to the following duties:
 - i. Be responsible for communication of information between College and Graduate Council members
 - ii. Represent their home Council and its constituents at the host Council's meetings,
 - iii. Communicate to their home Council any pertinent news or actions from the host Council,
 - e. Both Councils shall have outlined in their by-laws a method for removing either Council Liaison. If removal occurs, the Chair of the removing Council must communicate the action and reason(s) for it to the other Council immediately following the meeting wherein the decision occurred. The office shall not stand vacant for more than one meeting of the host Council.
15. For elected members of SG who cannot fulfill their duties during their term and may therefore seek a leave of absence. The procedures and protocols for this are as follows:
 - a. A Member of the Student Association ("member") runs intending to serve in the role for an entire year. In doing so, they forgo "opportunities," as defined by Section 4 of Article V, that would make them unable to hold the position for its entirety. If a member does not or cannot fulfill her duties because they choose to engage in any of the Section 4 "opportunities," they will be permanently removed from their position, without the opportunity to return to their position when they are again able to fulfill their duties. The vacancy shall be filled according to Article V of the By-Laws. Exceptions are made during the summer quarter.
 - b. If a member does not or cannot fulfill their duties because of a "reason out of their control," as defined by Section 5 of Article V, the member may be allowed to return

to their position. In such a circumstance, the member's respective Council--or, for a member of the Executive Committee, the Assembly--will, upon petition from the returning member, after allowing both parties reasonable time to state their case, vote on whether the individual may return to their position when they are again able to fulfill their duties. The vacancy, temporary or permanent, shall be filled according to Article V of the By-Laws. Exceptions are made during the summer quarter.

- c. Any member reserves the right to decline to serve during any time of their appointment by sending a letter to the Slate and their respective Chair, if applicable. The vacancy shall be filled according to Article V of the By-Laws.
- d. The "opportunities" mentioned in Section 1 of Article V are defined as, but not limited to, activities, commitments, regular occurrences, and/or trips that the member knows or should know will conflict with fulfilling her duties as a Member of Student Government. Opportunities include, but are not limited to, study abroad; activities, organizations, classes, internships, job opportunities, or meetings that regularly or periodically conflict with Student Government Meetings; pre-planned - meaning at the time of running for the position - leaves of absences from the University of Chicago; and voluntary leaves of absences from the University, i.e., internship and job opportunities.
- e. "Reason out of their control" is defined as an occurrence, circumstance, or situation that: (1) the member did not reasonably know would arise and did not voluntarily bring about; and (2) leaves the member unable to fulfill her duties. A "reason out of her control" includes, but is not limited to, a University of Chicago imposed leave of absence for Fall Quarter, Winter Quarter, or both.
- f. "Member of Student Government" is defined as any registered student who is elected by the student body of the University of Chicago; elected by Assembly; or appointed or elected by their respective Graduate school, division, or department.
- g. "Student Government Meetings" are defined as, but not limited to, the respective meetings - College Council, Graduate Council, Assembly, Executive Committee - that a member is required to attend based on their position.

ARTICLE III: THE EXECUTIVE COMMITTEE

1. The purpose of the Executive Committee shall be to prepare and deliver regular reports and proposals on matters of policy and action for the consideration of each Council or the Assembly as appropriate. It shall execute the policies of each body and perform any other functions each body may delegate to it.
2. Chairs of ad hoc Committees shall have speaking rights at Executive Committee meetings but shall not vote.
3. Roles and Duties of the elected and appointed officers of the Student Association:
 - a. President
 - i. shall be Chair of the Executive Committee;
 - ii. shall be the official representative/spokesperson of the Executive

- Committee;
 - iii. shall consult with/advise the Administration on matters which are of concern to the student body;
 - iv. shall be ex officio and non-voting member of all committees;
 - v. shall be responsible for the execution of all decisions of the Student Association;
 - vi. shall sign all official documents pertaining to the Student Association;
 - vii. shall meet with members of the Student Association on a regular basis;
 - viii. shall, in conjunction with the Vice President for Administration, be responsible for the development and management of the Student Government budget;
 - ix. shall chair all joint sessions of the Assembly; and
 - x. shall attend to other duties as requested by the Assembly.
- b. Vice President for Administration
- i. shall assume the duties of the President of the Student Association in the event of the absence or resignation of the President;
 - ii. shall serve as an ex-officio member of the Elections & Rules Committee, and shall stand in as a voting member of Elections and Rules for the purposes of adjudicating Autumn Assembly Elections and referenda in the event that the committee loses quorum due to graduations in the spring;
 - iii. shall chair the Funding Advisory Board;
 - iv. shall supervise the Secretary, Finance Committee Chair and the Chair of the Annual Allocations Committee, the Chair of the Community Service Fund, the Chair of the Sports Club Fund, the Uncommon Fund; and
 - v. shall fulfill the duties of treasurer of Student Government as follows:
 1. shall submit all budgets within Student Government to the Finance Committee;
 2. shall keep all financial records of the Student Government;
 3. shall supervise all Student Government financial transactions;
 4. shall maintain an on-going ledger(s) of all Student Association expenses and income;
 5. shall collect all Expense Request Forms from committee chairs and officers;
 6. shall provide information and train Student Government members about the expense request process;
 7. shall prepare a financial report of expenses;
 8. shall consult with the Student Government Advisor about contracts; and
 9. shall meet with University staff to update expenses and balance.
- c. Vice President for Student Affairs
- i. shall supervise the Committee on Recognized Student Organizations

- (CORSO);
 - ii. shall supervise the Program Coordinating Council Chair and the Chair of the Coalition of Academic Teams;
 - iii. shall serve as the Vice-Chair of the Funding Advisory Board; and
 - iv. shall serve as the SG representative to Student Health Services.
- d. Student Liaisons to the Board of Trustees
- i. shall keep the Student Association aware of the actions of the Board of Trustees;
 - ii. shall keep the Board of Trustees aware of both the current needs of the Student Association and its long-term interests; and
 - iii. shall host quarterly events through which members of the Student Association may interact with members of the Board of trustees.
- e. Community and Government Liaison
- i. shall regularly attend community meetings, at least once per month, and keep the Student Association aware of discussions, issues, and concerns brought up at these meetings
 - ii. shall encourage student involvement with the Hyde Park and Woodlawn communities,
 - iii. shall actively seek out opportunities to include voice in community decision making,
 - iv. shall serve as the SG representative to the University Community Service Center, and
 - v. shall serve as an ex-officio member on the Community Service Fund.
- f. Secretary
- i. shall report to the Vice President for Administration;
 - ii. shall make available in the Student Government office, to any registered student, all records of the Student Association;
 - iii. shall be responsible for maintaining the operation of the Student Government office;
 - iv. shall keep office stock of all important forms needed;
 - v. shall conduct, under the direction of the Assembly and the President, all official correspondence for the Student Association;
 - vi. shall make public the time and place of all meetings of the Student Association in advance;
 - vii. shall keep all records of the Student Association and the Assembly, including minutes of Assembly and Executive Committee meetings;
 - viii. shall make Assembly minutes available for public inspection within 72 hours of the Assembly meeting;
 - ix. shall plan and implement the end-of-year awards banquet for the Assembly;
 - x. shall send copies of all calendar events and resolutions to the President of the University, each Dean of Students in the University, College, Schools, and

- Divisions and, the Student Government Advisor, the Director of CLI; and
- xi. xi. shall make copies of the minutes of all meetings available to the Student Association.
- g. Chair of the Finance Committee
 - i. shall see that a written record of Committee recommendations is kept and distributed to each council;
 - ii. must meet regularly with the Vice President for Administration;
 - iii. should meet once per week with the Student Government Advisor; and
 - iv. shall be responsible for the direction of the Committee.
 - h. Chair of CORSO
 - i. shall see that a written record is kept for all Committee business;
 - ii. must meet regularly with the Vice President for Student Affairs
 - iii. should meet regularly with the Student Government Advisor; and
 - iv. shall be responsible for the direction of the Committee.
 - i. Parliamentarian
 - i. shall assist the President in keeping decorum at Executive Committee and Assembly meetings;
 - ii. must know Robert's Rules of Order;
 - iii. must be a student enrolled at the University of Chicago; and
 - iv. shall advise the Executive Committee and the Assembly on the Constitution and By-Laws and shall undertake such other tasks as the President may instruct.
4. The President may appoint other officers to the Executive Committee, with the advice and consent of the Assembly in session. For this purpose, the Assembly may create single member Committees.
 5. All elected and appointed officers of the Student Association shall attend Executive Committee Meetings and keep regular office hours in the Student Government office.
 6. Each member of the Executive Committee shall miss no more than two (2) Assembly meetings every quarter.

ARTICLE IV: ELECTIONS

1. The powers and duties of the Election & Rules Committee (E&R) shall be limited to those enumerated within the SG Constitution, these By-Laws, and the Election Code.
2. E&R shall have five members. Members of E&R shall be chosen by confirmation of the Assembly via instant runoff voting. The Executive Committee shall solicit applications no less than four weeks before the election, and make them available unaltered to the Assembly one week prior to the assembly's intended vote to confirm E&R members. E&R applicants shall present themselves to the Assembly for a vote on their confirmation at an Assembly meeting after the conclusion of Autumn Quarter Assembly Elections under the jurisdiction of E&R. The Assembly may not adjourn the final meeting of Winter Quarter unless the E&R committee has been fully constituted.

3. Any member of the Student Association is eligible to serve on E&R, though when seating E&R, the Assembly reserves the right to inquire about an applicant's expected graduation date, and study abroad plans for the Autumn Quarter. At least one E&R member shall be a member of a graduate school. Members of E&R shall choose one of their number to chair the E&R committee. The Chair will not vote except to break ties.
4. All E&R meetings will be open to the public and the time and location of the meeting shall be made available in advance of the meeting, and a Secretary shall be employed to maintain minutes.
5. E&R may recruit volunteers to aid the committee in the administration of the elections. These volunteers need not be approved by the Assembly. Volunteers are not involved in E&R proceedings and do not vote.
6. Upon acceptance of their positions, all members of E&R shall sign commitments of neutrality in the elections, which shall be kept on file by the Secretary until the end of their terms. If any member of E&R chooses to run for election or support a candidate for office, this member shall inform the chair of E&R and resign from the Committee.
7. The term of membership for E&R committee members shall continue until the Assembly seats the Committee for a new term after the next year's regularly scheduled Autumn Quarter Assembly Elections, though membership may be renewed for more than one term.
8. In the event of a vacancy on E&R, the Assembly shall choose a student to fill the vacancy.
9. E&R, per the Constitution and these By-Laws, shall adjudicate all allegations of election violations and shall attempt to handle all cases speedily and efficiently.
10. A voter is entitled to vote only for candidates from the electoral unit in which they reside, as defined in these By-Laws.
11. Voters shall be allowed to select write-in candidates, and space for the names of such candidates shall be reserved on the ballot.
12. One representative of each candidate or candidate team has the right to view the counting of votes.
13. The constituency of the Executive Slate shall be all members of the Student Association; the constituency of the Community and Government Liaison shall be all members of the Student Association; the constituency of the Graduate Liaison to the Board of Trustees shall be all graduate members of the Student Association; the constituency of the Undergraduate Liaison to the Board of Trustees shall be all College students of the Student Association; the constituency of all Graduate Council Representatives shall be all graduate members of the candidate's school or division; the constituency of all College Council Representatives shall be all students in the College who are members of the candidate's class year.
14. Election rules and procedures not listed in the Assembly By-Laws or Constitution may be adopted and amended by the Election and Rules Committee in an Election Code.
 - a. The Election Code and any amendments thereafter must be filed with the Vice President for Administration no later than a week prior to the final Assembly meeting before Spring Quarter Elections and presented to the Assembly for a consent resolution by majority vote. Following the final Assembly Meeting prior to

spring elections, the most recent Election Code that has been consented to by the Assembly will be in force.

- b. The Election Code shall be made available by the Elections and Rules Committee for public inspection.

ARTICLE V: MEETINGS, QUORUM AND VACANCIES

1. Any absence from any meeting can be forgiven by a majority vote of the Assembly. An Assembly absence is unexcused if:
 - a. The Assembly member does not notify the President, Secretary, or Parliamentarian of their anticipated absence before their name is called in the initial roll call; AND
 - b. the Assembly does not excuse the absence.
2. Vacancies for Assembly Representative positions shall be filled according to the appropriate Council By- Laws.
3. Vacancies for an Officer position other than that of the President shall be filled in the following manner:
 - a. A vacancy, which occurs after the first day of Autumn Quarter and before the Spring Quarter election, shall be filled by the Assembly with majority vote.
 - b. A vacancy, which occurs after the Spring Quarter election, and before the last day of Summer Quarter, shall remain open until an Assembly is elected in the Autumn Quarter. An officer will be elected by majority vote of the Assembly.
4. A vacancy in the Office of the President shall be filled by the Vice President for Administration.
5. A vacancy shall not be filled by any person who is not eligible to vote in the constituency represented by the vacated position.
6. Public notice shall be given of all vacancies and the procedures to fill them by the Elections and Rules Committee at least two (2) weeks before the election.
7. Quorum to conduct the voting business of the Assembly shall consist of a majority of voting members. The procedure for determining quorum at the beginning of a meeting is as follows:
 - a. The initial roll call is taken when the President convenes the Assembly.
 - b. After the roll is taken, the Secretary shall determine the total number of occupied seats, vacating those seats whose members were not present for the roll call.
 - c. When the total number of occupied seats is determined, quorum shall be determined by the Secretary as stated above, and business shall continue.
8. In the event a subsequent quorum call occurs during the meeting, the same procedure outlined above shall be followed. Members leaving before answering the subsequent roll call, if unexcused, shall be counted absent for that meeting and subject to the penalties of absence. Initially absent members arriving to answer the subsequent roll call shall be considered present for the meeting. A member can be considered absent (excused or unexcused) only once per meeting.

ARTICLE VI: COMMITTEES

1. Membership of all Standing Committees shall be open to all members of the Student Association with such exceptions as are reflected in these By-Laws.
2. Ex-officio members of all Student Government Committees shall not vote.
3. A Committee Chair must be a member of the Student Association. Chairs shall not vote, unless in so voting the outcome would be affected.
4. All Committees shall keep records of their proceedings and attendance of members. These shall be available for public inspection. These reports shall be submitted to the Student Government Vice President for Administration or Vice President for Student Affairs on a quarterly basis.
5. The time, location, and agenda of all committee meetings shall be made public in the same fashion as Assembly meetings.
6. Chairs of Committees may appoint secretaries to record minutes of meetings and attendance.
7. The Standing Committees of the Assembly shall be:
 - a. the Election & Rules Committee (E&R)
 - b. the Student Government Finance Committee (SGFC)
 - c. Annual Allocations (AnnAl)
 - d. the Committee on Recognized Student Organizations (CORSO)
 - e. the Community Service Fund (CSF)
 - f. the Sports Club Fund (SCF)
 - g. the Program Coordinating Council (PCC)
 - h. the Coalition of Academic Teams(CAT)
 - i. the Summer Finance Committee (SFC)
 - j. the Funding Advisory Board (FAB)
 - k. the Uncommon Fund
8. Each of the Standing Committees shall be selected and have duties as defined in these By-Laws.

ARTICLE VII: STUDENT GOVERNMENT FINANCE COMMITTEE

1. The Finance Committee (SGFC) shall review requests for Student Activity Fee funds from Recognized Student Organizations (RSOs) and make recommendations accordingly.
2. SGFC members shall be elected from the membership of the Assembly after the Autumn Quarter Elections. All members shall serve a term lasting until the last day of Spring Quarter.
3. The Finance Committee shall consist of 8 students plus a non-voting Chair selected in the following manner:
 - a. Four members of the Student Association shall be appointed by the Executive Slate in conjunction with CLI and with the advice and consent of the Assembly.
 - b. The College and Graduate Council shall each elect two of their members to serve on SGFC.
 - c. One CLI advisor shall serve as an advisor to the Committee.

- d. The term for all members of the Finance Committee shall be for one academic year.
4. Vacancies on the Finance Committee shall be filled at the following Assembly meeting in the manner in which that SGFC member was selected.
 - a. A vacancy will occur when a member of the Finance Committee has three unexcused absences, voluntarily resigned, has been removed by the Assembly, or no longer hold the qualifications of membership.
 - b. An unexcused absence will be defined as failure to arrive at the meeting within thirty minutes of its start time with no designated proxy or leaving at a time earlier than the scheduled end of the meeting with no designated proxy.
5. The Chair of the Finance Committee shall be appointed by the Executive Slate, with the advice and consent of the Assembly.
6. The SGFC Chair shall appoint a Vice-Chair for SGFC. The Finance Committee or the Assembly may overturn the Chair's appointment by a two-thirds majority.
7. The Vice-Chair shall keep their status as a full voting member of the Finance Committee. In the absence of the Chair, the Vice-Chair shall fulfill the duties of Chair as Acting Chair. While acting as Chair, the Vice-Chair shall not have a vote on the Finance Committee. The Chair may delegate any of the Chair's duties to the Vice-Chair.
8. The mission of the Finance Committee shall be to fund activities, whether individual or ongoing, that furthers the purpose of the Activity Fee, which purposes include, but are not limited to the following:
 - a. Improving the student life on campus by providing opportunities for participation in artistic, social, intellectual, educational, cultural, or informational activities of diverse types and varying magnitudes;
 - b. Providing activities that collectively appeal to students from all of the Schools and Divisions within the University, and that collectively reach the broadest range of interests and viewpoints that is practically feasible;
 - c. Enabling activities and organizations to serve students as vehicles through which students can seek support, identity, and personal expression; and
 - d. Providing activities which further the spirit of the University as a community of ideas.
9. The Finance Committee shall recommend Student Activity Fee Funds to RSOs for activities sponsored by one or more RSOs based on consideration by the Finance Committee of the following factors:
 - a. The extent of the expected artistic, social, intellectual, educational, cultural or informational contribution to be made directly or indirectly to the University as a community by the activity;
 - b. The number of student participants or spectators expected to benefit directly from the activity;
 - c. The cost of the activity per student expected to benefit directly by the activity, and whether such cost is consistent with the cost per student of similar activities funded by the Finance Committee;

- d. The extent to which funds are likely to be available for the activity from other sources, whether they be University or non-University sources; and
 - e. Any other constitutional factor that the Finance Committee deems appropriate.
10. The Finance Committee shall not allocate Activity Fee Funds to directly contribute to any active political party or election campaign. The Finance Committee shall not allocate funds for an event or publication those purpose is to promote any candidate for office within or without the University.
 11. The Finance Committee shall consider budgets for the funding of speakers without consideration of the point of view of the speaker, provided that an open question and answer session will follow the speech, and considering that the event is in accordance with all other Finance Committee policies.
 12. All Finance Committee recommendations must be approved by both Councils according to the timeline set forth by the Assembly. In the event that the amount approved by each Council differs, the Executive Slate will choose which of the Council's decisions will stand. The Executive Slate may not propose a third course of action nor overturn a decision approved by both Councils.
 13. SGFC shall have the power to regularly conduct audits and reviews, on behalf of the Assembly, of any budgets funded by SGFC, and shall also have the power to undertake any action, on behalf of the Assembly, on any inconsistencies found.
 14. SGFC shall not have the power to revoke the recognition, privileges, or funding benefits of any RSO, however, SGFC may formally request the Assembly to do so according to the provisions set forth in Article II §2(h) of the Student Association Constitution.
 15. RSOs shall have the right to speak in the defense of their budgets or their actions, and shall also have the right to appeal any decision made by SGFC, be it a funding recommendation or another action taken, to either the Assembly or the Councils, and shall also be entitled to be notified of these rights.
 16. The Assembly shall establish and codify, by statute, the procedures and protocols for SGFC.
 17. SGFC Guidelines shall be adopted as an appendix of the RSO Funding Code, and as such shall be considered as part of the Code. SGFC will operate from the Guidelines in determining allocation amounts – however, SGFC may choose deviate from these Guidelines should there be mitigating and extenuating circumstances.

ARTICLE VIII: ANNUAL ALLOCATIONS

1. Annual Allocations shall annually review requests for Student Activity Fee funds from Recognized Student Organizations and make recommendations accordingly.
2. The Annual Allocations Committee shall be chaired by incumbent Chair of SGFC and shall be composed of eight members of the Student Association chosen by the Assembly. Of the eight members chosen by the Assembly there must be four Voting Assembly Members and four non-Assembly members, with a minimum of two graduate and two undergraduate students. Should a vacancy occur among the members the Annual Allocations Committee after the committee has been elected by the Assembly, the Student Government President,

with the consent of the Annual Allocations Committee Chair and the Chair of the appropriate Council, shall appoint a new student to fill this vacant seat on the committee.

3. The Annual Allocations Chair shall only vote in the case of a tie.
4. The Annual Allocations Committee shall have the power to allocate up to 70% of the amount estimated to be available for distribution from Student Activity Fee Funds.
5. The Assembly shall approve all Annual Allocations decisions.
6. RSOs shall have the right to appeal any of Annual Allocations' decisions to the Assembly, but shall not have the right to speak in the defense of their budgets in front of the Committee.
7. The Assembly shall establish and codify, by statute, the procedures and protocols for Annual Allocations.
8. The Annual Allocations Committee shall operate from the SGFC Guidelines in determining allocation amounts – however, Annual Allocations may choose to deviate from these Guidelines should there be mitigating and extenuating circumstances.

ARTICLE IX: SUMMER FINANCE COMMITTEE

1. The Summer Finance Committee shall be composed of the President, the Vice President for Administration, and the Vice President for Student Affairs.
2. The Summer Finance Committee shall allocate funds not to exceed 3% of the estimated total available for the year in accordance with the guidelines of the Finance Committee.
3. The Assembly shall establish and codify, by statute, the procedures and protocols for the Summer Finance Committee.
4. The Summer Finance Committee shall operate from the SGFC Guidelines in determining allocation amounts – however, the Summer Finance Committee may choose to deviate from these Guidelines should there be mitigating and extenuating circumstances.

ARTICLE X: COMMITTEE ON RECOGNIZED STUDENT ORGANIZATIONS

1. The Committee on Recognized Student Organizations shall consist of eleven members, plus an appointed Chair. Nine members shall be chosen by the Executive Slate in consultation with CLI, and with the confirmation of the Assembly. The College and Graduate Councils shall each elect one of their members to serve on the committee. One CLI staff member shall serve as an advisor to the Committee.
2. Vacancies on CORSO shall be filled at the following Assembly meeting in the manner in which that CORSO member was selected.
 - a. A vacancy shall occur when a member of CORSO has three unexcused absences, voluntarily resigned, has been removed by the Assembly, or no longer holds the qualifications of membership.
 - b. An unexcused absence will be defined as failure to arrive at the meeting within thirty minutes of its start time with no designated proxy, or leaving at a time early than the scheduled end of the meeting with no designated proxy.
3. The Chair of CORSO shall be appointed by the Executive Slate in consultation with CLI

- and with the approval of the Assembly.
4. CORSO shall meet no less than every two weeks during the Autumn, Winter, and Spring Quarters.
 5. CORSO shall be the official student advisory committee to CLI.
 6. CORSO shall assess the resource needs of Recognized Student Organizations (RSOs) in the University, facilitate communications between CLI and RSOs, provide quarterly development opportunities for RSOs, field RSO complaints, review complaints against RSOs, and mediate disputes between RSOs.
 7. Upon recommendation from CORSO, the Director of CLI shall grant or withdraw RSO recognition to student groups.
 8. CORSO shall allocate office space within the Reynolds Club and Ida Noyes for RSOs on a yearly basis.
 9. The Chair of CORSO shall prepare a yearly report for the Vice President for Student Affairs and the SG
 10. Assembly presenting CORSO's accomplishments and detailing current needs and concerns of RSOs. This report shall be presented at the final SG Assembly meeting of the Spring Quarter.

ARTICLE XI: COMMUNITY SERVICE FUND

1. The Community Service Fund (CSF) shall review requests for Student Activity Fee funds from Recognized Student Organizations (RSOs) engaged in community service projects and make recommendations accordingly.
2. The CSF shall consist of six members plus a Chair and one ex officio member. The six members shall be chosen from the following constituencies and in the following manner:
 - a. Two members shall be elected by the Assembly from among its own members. Of these two members, one shall be an undergraduate student and one a graduate student.
 - b. Two members shall be members of the Student Association who apply to and are selected by the Executive Slate in consultation with the University Community Service Center (UCSC).
 - c. Two members shall be chosen from among the Community Service RSO (CSRSO) membership by the Executive Slate in consultation with the UCSC and with the approval of the Assembly.
 - d. One staff member of the UCSC shall serve as an advisor to the CSF.
 - e. The Community and Government Liaison shall serve as a non-voting ex-officio member on the CSF.
3. Members of the CSF shall serve from when they are selected until their successors are selected according to the provisions set forth in Article X §2 of these By-Laws.
4. Vacancies on the CSF shall be filled at the following Assembly meeting in the manner in which that CSF member was selected.
 - a. A vacancy shall occur when a member of the CSF has two unexcused absences,

voluntarily re-signed, has been removed by the Assembly, or no longer holds the qualifications of membership.

- b. An unexcused absence will be defined as failure to arrive at the meeting within thirty minutes of its start time with no designated proxy, or leaving at a time early than the scheduled end of the meeting with no designated proxy.
 - c. Should a vacancy occur during the Summer Quarter, it shall be filled by the Executive Slate, in consultation with the UCSC according to the qualifications set forth in Article X §2.
5. The Chair of CSF shall be appointed by the Executive Slate in consultation with the UCSC and with the approval of the Assembly.
 6. The CSF shall not allocate Activity Fee Funds to directly contribute to any active political party or election campaign. The CSF shall not allocate funds for an event or publication whose purpose is to promote any external candidate for office within or without the University.
 7. The CSF shall consider budgets for the funding of speakers without consideration of the point of view of the speaker, provided that an open question and answer session will follow the speech, and considering that the event is in accordance with all other CSF policies.
 8. All CSF recommendations must be approved by both Councils according to the timeline set forth by the Assembly. In the event that the amount approved by each Council differs, the Executive Slate will choose which of the Council's decisions will stand. The Executive Slate may not propose a third course of action nor overturn a decision approved by both Councils.
 9. The CSF shall have the power to regularly conduct audits and reviews, on behalf of the Assembly, of any budgets funded by CSF, and shall also have the power to undertake any action, on behalf of the Assembly, on any inconsistencies found.
 10. The CSF shall not have the power to revoke the recognition, privileges, or funding benefits of any RSO, however, CSF may formally request the Assembly to do so according to the provisions set forth in Article II §2(h) of the Student Association Constitution.
 11. RSOs shall have the right to speak in the defense of their budgets or their actions, and shall also have the right to appeal any decision made by CSF, be it a funding recommendation or another action taken, to either the Assembly or the Councils, and shall also be entitled to be notified of these rights.
 12. The Assembly shall establish and codify, by statute, the procedures and protocols for the CSF.
 13. CSF Guidelines shall be adopted as an appendix of the RSO funding code, and as such shall be considered as part of the code. The CSF will operate from the Guidelines in determining allocation amounts – however, CSF may choose deviate from these Guidelines should there be mitigating and extenuating circumstances.

ARTICLE XII: SPORTS CLUB FUND

1. The Sports Club Fund (SCF) shall review and allocate funds to RSOs seeking to engage in

athletic competition.

2. The SCF shall consist of thirteen members, one of whom shall be appointed Chair. Nine members shall be chosen from the Sports Club RSO membership by the Executive Slate in consultation with the University's Athletic Department, and four shall be chosen by the Assembly from among its own members. At least two of the four Assembly-appointed members must be graduate students. All members shall serve from when they are selected until the last day of the Spring Quarter. One Athletic Department staff member shall serve as an advisor to the Committee
3. Vacancies on the SCF shall be filled at the following Assembly meeting in the manner in which that SCF member was selected.
 - a. A vacancy will occur when a member of the SCF has three unexcused absences, voluntarily re-signed, has been removed by the Assembly, or no longer has the qualifications of membership.
 - b. An unexcused absence will be defined as a failure to arrive at the meeting within thirty minutes of its start time with no designated proxy or leaving at a time early than the scheduled end of the meeting with no designated proxy.
4. The Chair of the SCF shall be appointed by the Executive Slate in consultation with the Athletic Department and with the approval of the Assembly. The Chair shall only vote in the event of a tie.
5. The SCF shall not allocate Activity Fee Funds to directly contribute to any active political party or election campaign. The SCF shall not allocate funds for an event or publication whose purpose is to promote any external candidate for office within or without the University.
6. The SCF shall consider budgets for the funding of speakers without consideration of the point of view of the speaker, provided that an open question and answer session will follow the speech, and considering that the event is in accordance with all other SCF policies.
7. All SCF recommendations must be approved by both Councils according to the timeline set forth by the Assembly. In the event that the amount approved by each Council differs, the Executive Slate will choose which of the Council's decisions will stand. The Executive Slate may not propose a third course of action nor overturn a decision approved by both Councils.
8. The SCF shall have the power to regularly conduct audits and reviews, on behalf of the Assembly, of any budgets funded by SCF, and shall also have the power to undertake any action, on behalf of the Assembly, on any inconsistencies found.
9. The SCF shall not have the power to revoke the recognition, privileges, or funding benefits of any RSO, however, SCF may formally request the Assembly to do so according to the provisions set forth in Article II §2(h) of the Student Association Constitution.
10. RSOs shall have the right to speak in the defense of their budgets or their actions, and shall also have the right to appeal any decision made by SCF, be it a funding recommendation or another action taken, to either the Assembly or the Councils, and shall also be entitled to be notified of these rights.

11. The Assembly shall establish and codify, by statute, the procedures and protocols for the SCF.
12. SCF Guidelines shall be adopted as an appendix of the RSO funding code, and as such shall be considered as part of the code. The SCF will operate from the Guidelines in determining allocation amounts – however, SCF may choose deviate from these Guidelines should there be mitigating and extenuating circumstances.

ARTICLE XIII: PROGRAM COORDINATING COUNCIL

1. The Program Coordinating Council (PCC) shall distribute activities fee funding to the major campus programming organizations.
2. PCC shall also serve as a body through which the aforementioned organizations generate new programming ideas, share resources, and maintain continuity between the programming needs of the student body and the programming of the individual organizations.
3. PCC shall consist of four members elected by the Assembly from among its own members plus one representative, chosen in a manner determined by the representative's organization, for each member organization, and two members of the Student Association appointed by the Executive Slate with the confirmation of the Assembly. Of the four Assembly members, two must be graduate students. All members of PCC shall serve from when they are selected until the last day of the Spring Quarter. One CLI staff member shall serve as an advisor to the Council.
4. Vacancies on PCC shall be filled by the following Assembly meeting in the manner in which that PCC member was selected.
 - a. A vacancy will occur when a member of PCC has two unexcused absences, voluntarily resigned, has been removed by the Assembly, or no longer has the qualifications of membership.
 - b. An unexcused absence will be defined as a failure to arrive at the meeting within thirty minutes of its start time with no designated proxy or leaving at a time early than the scheduled end of the meeting with no designated proxy.
5. The Chair of PCC shall be appointed by the Executive Slate with the approval of the Assembly. The Chair shall only vote in the event of a tie.
6. PCC shall not allocate Activity Fee Funds to directly contribute to any active political party or election campaign. PCC shall not allocate funds for an event or publication whose purpose is to promote any external candidate for office within or without the University.
7. PCC shall consider budgets for the funding of speakers without consideration of the point of view of the speaker, provided that an open question and answer session will follow the speech, and considering that the event is in accordance with all other PCC policies.
8. All PCC recommendations must be approved by the Assembly by the end of each Spring Quarter.
9. The Assembly retains the power to regularly conduct audits and reviews of any budgets funded by PCC, and retains the power to undertake any action on any inconsistencies found according to the provisions set forth in Article II §2(h) of the Student Association

Constitution.

10. PCC members shall have the right to speak in the defense of their budgets or their actions, and shall also have the right to appeal any decision made by the Assembly, be it a funding recommendation or another action taken and shall also be entitled to be notified of these rights
11. The Assembly shall establish and codify, by statute, the membership, procedures, and protocols of PCC.

ARTICLE XIV: COALITION OF ACADEMIC TEAMS

1. The Coalition of Academic Teams (CAT) shall distribute activities fee funding to the academic teams.
2. CAT shall also serve as a body through which the aforementioned organizations generate new programming ideas, share resources, and maintain continuity between the programming needs of the student body and the programming of the individual organizations.
3. CAT shall consist of two members elected by the Assembly from among its own members plus one representative, chosen in a manner determined by the representative's organization, for each member organization. Of the two Assembly members, one must be a graduate student. All members of CAT shall serve from when they are selected until the last day of the Spring Quarter. One CLI staff member shall serve as an advisor to the Coalition.
4. Vacancies on CAT shall be filled by the following Assembly meeting in the manner in which that CAT member was selected.
 - a. A vacancy will occur when a member of CAT has two unexcused absences, voluntarily resigned, has been removed by the Assembly, or no longer has the qualifications of membership.
 - b. An unexcused absence will be defined as a failure to arrive at the meeting within thirty minutes of its start time with no designated proxy or leaving at a time early than the scheduled end of the meeting with no designated proxy.
5. The Chair of CAT shall be appointed by the Executive Slate with the approval of the Assembly. The Chair shall only vote in the event of a tie.
6. CAT shall not allocate Activity Fee Funds to directly contribute to any active political party or election campaign. CAT shall not allocate funds for an event or publication whose purpose is to promote any external candidate for office within or without the University.
7. CAT shall consider budgets for the funding of speakers without consideration of the point of view of the speaker, provided that an open question and answer session will follow the speech, and considering that the event is in accordance with all other PCC policies.
8. All CAT recommendations must be approved by the Assembly by the end of each Spring Quarter.
9. The Assembly retains the power to regularly conduct audits and reviews of any budgets funded by CAT, and retains the power to undertake any action on any inconsistencies found according to the provisions set forth in Article II §2(h) of the Student Association Constitution.

10. CAT members shall have the right to speak in the defense of their budgets or their actions, and shall also have the right to appeal any decision made by the Assembly, be it a funding recommendation or another action taken and shall also be entitled to be notified of these rights.
11. The Assembly shall establish and codify, by statute, the membership, procedures, and protocols of CAT.

ARTICLE XV: THE UNCOMMON FUND

1. The Uncommon Fund shall review request for Student Activity Fee funds from all students.
2. Members of the Uncommon Fund shall be elected in Autumn Quarter after Autumn Quarter Elections and shall serve a term lasting either until the end of Winter Quarter of the following year or their graduation, whichever comes first.
3. The Uncommon Fund shall consist of 8 students plus a non-voting Chair selected in the following manner:
 - a. The eight-voting members shall consist of two members of the Assembly to represent the Assembly on the Uncommon Fund. Of these two, one must be an undergraduate student and one must be a graduate student.
 - b. The remaining six members shall be students appointed by the Executive Slate in conjunction with CLI and with the advice and consent of the Assembly. Preference should be given to having three graduate students and three undergraduate students fill these six positions.
 - c. One CLI advisor shall serve as advisor to the Committee.
4. The Chair of UF shall be appointed by the Executive Slate with the approval of the Assembly.
5. Vacancies of the Uncommon Fund shall be filled in the manner in which the Uncommon Fund member was selected.
6. The mission of the Uncommon Fund shall be to fund activities, projects, and other initiatives that are uncommon, initiative and impactful which purposes include, but are not limited to the following:
 - a. Improving the student life on campus by providing opportunities for participation in artistic, social, intellectual, educational, cultural, or informational activities of diverse types and varying magnitudes;
 - b. Providing activities that collectively appeal to students from all of the Schools and Divisions within the University, and that collectively reach the broadest range of interests and viewpoints that is practically feasible;
 - c. Enabling activities and organizations to serve students as vehicles through which students can seek support, identity, and personal expression; and d. Providing activities which further the spirit of the University as a community of ideas.
7. The Assembly shall establish and codify, by statute, the membership, procedures, and protocols of the Uncommon Fund.

ARTICLE XVI: FUNDING ADVISORY BOARD

1. The Funding Advisory Board (FAB) shall consist of the SGFC Chair, CSF Chair, SCF Chair, PCC Chair, CAT Chair, and Uncommon Fund Chair.
2. The Vice President for Administration shall serve as Chair. The Vice President for Student Affairs shall serve as Vice-Chair.
3. The President shall serve as an ex officio member.
4. The College and Graduate Council Chairs shall serve as ex officio members.
5. The Funding Advisory Board shall meet at least once a quarter to discuss the state of each of the committees.

ARTICLE XVII: STATE OF THE STUDENT ASSOCIATION REPORT

1. The President of the Student Association, during the Spring Quarter, shall submit a State of the Student Association Report to the President of the University, the Board of Trustees, and the Faculty Senate with the request that the report be read into the minutes of the latter organizations and entered into the University Record. This report also shall be sent to the Editors of the Chronicle and other campus media.
2. The President should work with the Committee Chairs and members of the Assembly to formulate this report. The report should cover aspects of both the academic and communal life of the University, identify problems and propose solutions in these areas.
3. Both Student Liaisons to the Board of Trustees will add a section on his or her activities to the State of the Student Association Report presented by the President of the Student Association.
4. The Community and Government Liaison will add a section on his or her activities to the State of the Student Association Report presented by the President of the Student Association.
5. The leadership of each Legislative Council shall add a section detailing the activities, concerns and proposals of each Council to the State of the Student Association Report.

History:

- [1] Ratified by the Student Association: May 11, 2000
- [2] Amended by the Assembly: June 3, 2004 “CORSO Redefined” (Article IX)
- [3] Amended by the Assembly: March 2, 2005 “SGFC Chairman Selection” (Article VII)
- [4] Amended by the Assembly: February 1, 2005 “SA Court Removal” (Articles II, IV, and V)
- [5] Amended by the Assembly: February 1, 2005 “Two Liaisons” (Articles III, IV, and XI)
- [6] Amended by the Assembly: February 1, 2005 “Fire Escape on PCC” (Article III)
- [7] Amended by the Assembly: December 7, 2005 “Capital Improvements” (Article VII)
- [8] Amended by the Assembly: January 4, 2006 “Graham School” (Article I)

- [9] Amended by the Assembly: April 5, 2006 “Election Timeline” (Article II)
- [10] Amended by the Assembly: April 5, 2006 “Petitions and Campaign Finance” (Article IV)
- [11] Amended by the Assembly: November 8, 2006 “SGFC Membership” (Article VI)
- [12] Amended by the Assembly: November 29, 2006 “34 Representatives in the Assembly” (Article II)
- [13] Amended by the Assembly: January 24, 2008 “Vacancies defined in SGFC, absentee procedure define” (Article VII)
- [14] Amended by the Assembly: January 24, 2008 “Membership of Annual Allocations limited to four non-voting
- [15] Assembly Members, Hearings added to Annual Allocation Procedure” (Article VIII)
- [16] Amended by the Assembly: February 14, 2008 “SGFC Appeal Notification is 24 Hours with the Appeals due at a variable times depending on desired response time” (Article II)
- [17] Amended by the Assembly: May 8th, 2008 “Added the role of the Council Liaison to both College and Graduate Council” (Article II)
- [18] Amended by the Assembly: April 16, 2009 “SGFC Restructuring and Reforms” (Articles VII and VIII)
- [19] Amended by the Assembly: November 5, 2009 “SGFC Observers, SGFC Follow-Up Report Confirmation, and Assembly Vote Tallies” (Articles II and VII)
- [20] Amended by the Assembly: May 6, 2010 “Assembly Statutes and Resolutions; Reorganization of RSO Funding Documentation” (Articles II, VII, VIII, IX, X)
- [21] Amended by the Assembly: May 27, 2010 “Addition of CSF, SCF, PCC, CAT & FAB as Standing Committees” (Articles IV, VI, X, XI, XII, XIII, XV)
- [22] Amended by the Assembly: April 12, 2012 “Responsibility Amendment for Elected Officials” (Article II)
- [23] Amended by the Assembly: March 7, 2013 “Addition of Uncommon Fund and Community and Government Liaison” (Articles III, XV)
- [24] Amended by the Assembly: October 17, 2013 “Modification of VP for Student Affairs and Community and Government Liaison responsibilities; Community Service Fund membership.” (Article III §3 c, e, §5d, e; Article XI §2b, e.)
- [25] Amended by the Assembly: November 7, 2013 “Modification of SGFC membership.” (Article VII §3a)
- [26] Amended by the Assembly: January 23, 2014 “Elections & Rules Committee By-Laws” (Article IV §2-4; §9a; §25, 34-35, 37, 41, 44-46)
- [27] Amended by the Assembly: November 2, 2015 “Elimination of unconstitutional

restrictions on chair appointments; modification of pronouns to be gender neutral; addition of Council Chairs to Funding Advisory Board; updating naming of Center for Leadership and Involvement (CLI); addition of two Student Association members to PCC.” (Articles I-XVI)

- [28] Amended by the College and Graduate Councils: April 2016 “Modifications to appointment procedures for Election and Rules Committee and establishment of Election Code” (Article IV §4, 14)
- [29] Amended by the Assembly: April 11, 2016 “Modification of Liaisons to the Board of Trustees responsibilities” (Article III §3d(iii)).
- [30] Amended by the Assembly: May 23, 2016 “Modification to Election By-Laws as it pertains to graduate schools and divisions” (Article II §12(f)).
- [31] Amended by the Assembly: November 14, 2016 “Modifications to make Elections & Rules seating year-round” (Article II §12, Article III §3(b)(ii), Article IV §§2,3, and 7).
- [32] Amended by the Assembly: November 14, 2016 “Modifications to clarify the permissibility of funding committee codes” (Article II §3).
- [33] Amended by the Assembly: November 14, 2016 “Modifications to eliminate requirement of Council Liaisons” (Article II §14).