



Georgetown University Student Association Governing By-laws

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MISSION OF THE STUDENT ASSOCIATION

The Mission of the Georgetown University Student Association is to (I) empower Hoyas by giving them control over resources, (II) improve the student quality of life, (III) safeguard Hoya rights, (IV) involve Hoyas in the governance of the University and, (V) ensure that the University conducts itself in an ethical and responsible manner.

This mission statement shall manifest itself through a spirit of cooperation and professionalism between the Executive and the Senate. This mission statement shall also serve as an ideal foundation for any work done through committees or student commissions.

INTERNAL ORGANIZATION OF THE SENATE

1. Membership and Formation of the Senate

- 1.01 The Senate shall consist of twenty-nine elected members, elected as follows.
- (a) The Senate shall divide all student residences into geographic districts consisting of an approximately equal student-to-senator ratio in each district. This ratio shall be derived by dividing the total number of students by the total number of senators representing districts.
 - (b) There shall be eight districts elected on a geographic basis. They are listed as follows, with the geographic district followed by its residence halls and the number of Senators to be elected from each:
 - Freshman North: Darnall Hall and Harbin Hall (three [3] senators)
 - Freshman South: New South Hall and Village C West (three [3] senators)
 - North Campus: Henle Village, Northeast Triangle (three [3] senators)
 - East Campus: Alumni Square, LXR, Nevils, Townhouses (four [4] senators)
 - South Campus: Village A (two [2] senators)
 - West Campus: Southwest Quad (three [3] senators)
 - Central Campus: Copley, Former Jesuit Residence, Village C East (three [3] senators)
 - Off Campus (four [4] senators)
 - (c) A single election shall be held for all candidates within a district. The number of winners shall be equal to the number of seats available for contestation.
 - (d) There shall be four additional at-large seats elected by the entire student body.
- 1.02 Elections to the Senate shall be conducted by single transferable vote.
- 1.03 Upon taking office at the first Session of the Senate, new members of the Senate shall recite the following oath as administered by the Vice-President of the Student Association in his or her capacity as President of the Senate: "I, (name), do hereby affirm that I will support and defend the Constitution and By-Laws of the Georgetown University Student Association against all enemies, that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter."
- 1.04 Every third year beginning with the year 2011-2012, the Vice Speaker and the Chairman of the Election Commission shall meet to evaluate the state of Senate districts, paying attention to changes in student enrollment and geographic distribution of students. Should they determine that the present distribution of districts is no longer suitable, they shall convene a Select Committee on Redistricting to propose changes to Senate districts, which shall be presented to the full Senate for an up or down vote.

2. Officers

- 2.01 The Senate shall elect a Speaker and a Vice-Speaker at the second meeting of each new legislative session. The Speaker and Vice-Speaker shall be elected by means of a simultaneous vote which shall be taken down by the Executive Officer.
- 2.02 The Speaker and Vice-Speaker shall be full-time undergraduate students at Georgetown University.
- 2.03 The Speaker shall have the following powers:
- (a) The power to assign Senators to policy teams in conjunction with the Chairs, except as otherwise specified.
 - (b) Decide the order of the docket.
 - (c) Recognize members to speak and make motions.
 - (d) Rule on all motions in accordance with Robert's Rules and the By-laws.
- 2.04 The Speaker shall have the following responsibilities:
- (a) Publicizing Senate meetings to Senators and any other persons who may be relevant.
 - (b) Preparing the Agenda for each Senate Meeting.
 - (c) Distributing the most recent minutes to all Senators prior to the next meeting.
 - (d) Conducting all Senate meetings in accordance with the rules set forth by these ByLaws.
 - (e) Becoming familiar with the work of all policy teams.
 - (f) Establishing a working relationship with the executive.
 - (g) Meeting regularly with the Vice-Speaker and the Chair of the Finance and Appropriations Committee.
 - (h) Notifying the Senate after the roll call of any Senator who has sent in an excuse prior to the meeting.
- 2.05 The Vice-Speaker shall have the following powers and responsibilities:
- (a) Chairing the Ways and Means Committee.
 - (b) Becoming familiar with the work of all Standing Committees, and in his or her capacity as Chairman of the Standing Committee on Ways and Means, evaluating and overseeing the progress made by the policy teams.
 - (c) Meeting regularly with the Speaker and the Chair of the Finance Committee
 - (d) Acting in the place of the Speaker at all Senate meetings which the Speaker is unable to attend.
 - (e) Assuming the role of Speaker should the Speaker resign or be removed.
 - (f) Possessing a recent edition of Robert's Rules of Order.
 - (g) Convening with the Chair of the Election Commission every third year to assess the state of the Senate districts.
 - (h) Informing Senators of their attendance record, censuring Senators, and calling to a vote the removal of a Senator.

- 2.06 The Ways and Means Committee shall solicit two candidates to serve in the positions of Executive Officer of the Senate, and present the candidates to the Senate at its second meeting for a vote via Instant Runoff Voting. All undergraduate students who are not already a member of the GUSA Senate are eligible to apply for the position. The position shall be for a full year and be awarded with a \$200 stipend per semester from the Senate operating budget. The Executive Officers shall be responsible for:
- (a) Maintaining a Senate roster. The roster shall include the district of representation, current address, preferred email address, cell phone number, school, and year of graduation of all members of the Senate.
 - (b) Attending all Senate meetings. Should the Executive Officer be unable to attend a meeting, they shall be required to secure a substitute to temporarily assume the duties of the position, and notify the Speaker of their absence in advance and provide contact information for their substitute.
 - (c) Taking attendance and minutes at all Senate meetings.
 - (d) Archiving all Senate minutes, bills, resolutions, reports and recommendations in the public Senate archive.
 - (e) Assisting the Senate in ruling on matters regarding the procedure of Senate business.
 - (f) Providing advice on all bills and resolutions so that they are consistent with the bylaws and Constitution of GUSA.
 - (g) Utilizing social media as appropriate in order to properly inform the public of Senate proceedings.
 - (h) Maintaining the GUSA Senate website
 - (i) All other duties as requested by members of the Ways and Means Committee.
- 2.07 Serious negligence by the Executive Officers in performing the duties of their respective offices shall be considered grounds for removal by a two-thirds majority of the Senate.
- 2.08 Any Senator holding an office under the Senate may be removed from that office by 2/3 of senators present and voting
- (a) Senators removed pursuant to this provision are ineligible to serve as officers of the Senate until the following academic year.
 - (b) Senators removed pursuant to this provision shall remain full members of the Senate with all the rights, responsibilities, and privileges thereof, with the exception of the restriction imposed in section 2.09(a), unless removed from the Senate pursuant to Article IV, Section 2 of the Constitution
- 2.09 If a vacancy occurs in any office other than the Speaker, a replacement shall be elected by instant runoff voting at the following meeting
- 2.10 The Chair of the Finance and Appropriations Committee shall be elected via instant runoff voting by the full Senate.
- 2.11 The Leadership Team shall nominate senators to serve as policy team chairs before the first Senate meeting subsequent to the election of the Speaker, and nominees shall take office upon approval by the full Senate. The Senate may approve the nominees as a slate or consider any nominee individually.
- 2.12 The Speaker, the Vice Speaker, and the Chair of the Finance and Appropriations Committee shall be ineligible to serve as a policy chair.

- 2.13 The Speaker and the Vice Speaker shall be ineligible to be members of the Finance and Appropriations Committee.

3. Duties of a Senator

- 3.01 Senators shall attend all Senate meetings. If a Senator unable to attend a meeting, he or she must notify the Speaker prior to that meeting. Three unexcused absences per year may be considered grounds for removal.
- 3.02 Senators shall actively serve on at least one policy team or Senate standing committee.
- 3.03 Every Senator elected to his or her first term shall meet individually with the GUSA faculty advisor within six [6] weeks of taking his or her oath of office, so that he or she might better understand the bounds and inherent expectations of his or her service as a Senator. The Speaker may also join these meetings, subject to his or her availability and the wishes of the Senator in question.

4. Standing Committees

- 4.01 Senators and members of the Executive shall serve on joint working groups known as policy teams, which shall be responsible for developing and advocating for policy changes that would improve student life. Policy teams shall have the authority to:
- (a) Hold regular meetings that shall be open to the public, and make its minutes available to the public
 - (b) Appoint a secretary, who must be a member.
 - (c) By majority vote, compel any member of the Georgetown University Student Association, or any student acting on its behalf, to appear before it to give testimony.
 - (d) Be able to conduct publish, when appropriate, research pertaining to issue under its purview, but may not independently without approval speak on behalf of the Student Association.
- 4.02 Each policy team shall be chaired by either one chair or two co-chairs.
- (a) Chairs must be either current members of the Executive appointed by the President and confirmed by the Senate or senators selected as chairs under the provisions of the bylaws
 - (b) If a policy team is not chaired or co-chaired by a senator, then a senator must serve as a vice chair of the team. The Senate vice chair of a policy team does not need to be confirmed by a vote of the Senate.
 - (c) In total, the minimum number of committees that shall be chaired or co-chaired by a senator shall be four or $\frac{1}{4}$ of the total number of policy teams, whichever is greater.
- 4.03 At least one member of the executive and one senator shall serve on each policy team.
- 4.04 At least once each semester, the chair(s) of each policy team shall appoint members to the policy team through an application process that is open to every undergraduate student at Georgetown University

- 4.05 At least one first year undergraduate student shall be a member of each policy team. The Executive Committee may waive this requirement for any policy team if there is not sufficient interest among first year students.
- 4.06 Policy teams shall be established and dissolved by an act of the Senate.
- 4.07 The Engagement Committee shall be considered a policy team for the purposes of the bylaws and shall be responsible for communication and outreach between the Student Association and the broader Georgetown community. The executive co-chair shall have the title of “Communications Director” and the Senate co-chair shall have the title of “Outreach Chair”. The Speaker may also nominate a Senator as Director of Logistics to the Engagement Committee to manage outreach logistics for the Student Association. The Director of Logistics will assume their position upon confirmation of a majority of the Senate.
- 4.08 The Finance and Appropriations Committee shall be the only Committee that may produce bills to allocate funding from either the Student Association operating budget or Student Activities Fee account(s).

(a) Composition of Committee:

The Finance and Appropriations Committee Chair must be a Senator, and shall be elected by a majority concurrence of the Senate via instant runoff voting which shall also be taken down by the Secretary. In addition to the Chair, there shall be eight Senators who shall be elected by majority concurrence by the Senate to serve on the Committee; no more than three Senators of the Finance & Appropriations Committee shall serve concurrently on another Committee. Any Senator elected to serve on the Finance & Appropriations Committee shall be required to attend a comprehensive informational session on the funding process, conducted by the Director of the Center for Student Programs or his/her designee. No Senator may vote on an advisory board budget bill before the completion of this training session. The Chair of the Council of Advisory Boards will serve as an external member of the Finance and Appropriations Committee. The elected Finance and Appropriations CAB liaison will serve as the official non-voting GUSA representative to CAB, as outlined in the CAB constitution, and the Chair of CAB will similarly serve as an external non-voting member of the Finance and Appropriations Committee. The duty of the CAB Chair within the Finance and Appropriations Committee is to regularly attend all Committee meetings and to vocalize the collective concerns and interests of the six advisory boards in the context of budget allocation decisions. In addition, the Vice President of Student Affairs or his or her designee, the Senior Business Manager for the Office of Student Affairs, and the GUSA advisor shall serve the Committee as non-voting advisors for any and all allocations of the Student Activity Fee.

(b) Budget Summit:

The Finance & Appropriations Committee shall convene an annual Budget Summit where the proposed budgets of the six advisory boards (as defined in the by-laws), GPB, Lecture Fund, the Council of Advisory Boards (CAB) and incoming GUSA executive shall be considered following their presentation to the Committee. Each proposal must include but is not limited to a detailed budget for

the coming year, past expenditures and financial information, and any other information the Committee so deems. The summit shall be held no later than 21 days following the election of the incoming GUSA executive, nor before the official beginning of that year's Executive election campaign period. Should a required group or the next Executive be unable to present at the Budget Summit, the Budget Summit may be extended over multiple dates, times and locations, at the discretion of the majority of the Finance & Appropriations Committee. No official deliberations shall be conducted until the final presentation is heard by the Finance & Appropriations Committee.

Non-advisory board student organizations may also submit budgetary requests. The Finance & Appropriations Committee Chair shall conduct the meeting.

A draft of the student activities budget as approved by the chair, in consultation with the GUSA advisor or his or her designee, shall be produced and made available no later than seven [7] calendar days, University holidays excepted, following the presentation of the last budget proposal. A final student activities budget may not be voted on until seven more calendar days (University holidays excepted) have elapsed. During this seven-day period appeals and public comment shall be heard by the committee. All committee members must be present throughout the Budget Summit and any votes on the budget.

Within seven [7] calendar days, University holidays excepted, of the completion of the draft budget by the Finance and Appropriations Committee, that Committee shall convene a public meeting with the express stated purpose of hearing appeals from any concerned person, group, or organization that had submitted a budget application.

During the period between the completion of the draft budget and the public appeals meeting, the opportunity shall be given to chairpersons of the advisory boards, Lecture Fund, and GPB, to convene in a meeting overseen by the CAB Chair and the Chair of the Finance and Appropriations committee to develop a joint opinion on the draft budget proposal. Such an opinion shall only be considered in the case of a consensus being reached by the aforementioned parties.

Upon consideration of the budget by the full Senate, the Speaker shall be directed to allow for a period of public comment at the commencement of the session during which the budget will be considered, such that any concerned advisory board may make its case to the full Senate before any vote on the budget takes place.

(c) Procedure for allocations of the Student Activities Fee:

Any allocation of Student Activities Fee (including the annual student activities budget) requires a two-thirds affirmative vote of the Finance & Appropriations Committee and a two-thirds affirmative vote of the full Senate. Any Senator may move to amend an allocation of the Student Activities Fee provided such an amendment has a sufficient second consisting of the majority of Senators present. Passage of an amendment requires two-thirds support of the Senators present. Following passage in the Senate the student body president must approve or veto

the allocation of the Student Activities Fee. If the proposed allocations fails to pass the Senate or is vetoed by the student body president it is recommitted to the Finance & Appropriations Committee for emendation. Any allocation of the Student Activities Fee outside of the annually approved student activities budget shall require a minimum of seven calendar days for public comment between passage from committee and vote in the Senate. In addition, any allocation of the Student Activities Fee, including the student activities budget, must be presented to the full Senate before it votes. The presentation must include a detailed description of all allocations. If at the Spring Budget Summit the Finance and Appropriations Committee fails to pass a budget for any Advisory Board, Lecture Fund and GPB, that Advisory Boards budget will revert to the previous year.

The total allocation for the GUSA Annual Budget may not exceed fifteen (15) percent of the total allocation of Student Activities Fee money at the Spring Budget Summit.

(d) Rules Governing Official GUSA Budget and GUSA Accounts:

The Official GUSA Budget shall be divided into three accounts: 1) The GUSA Executive Discretionary Account, 2) the GUSA General Account, and 3) the GUSA Reserve Account. The Executive Discretionary Account is meant for miscellaneous, minor expenses of the Executive. Only the GUSA President has the authority to allocate funds from this account. The size of the Executive Discretionary Budget is determined at the annual Budget Summit.

The GUSA General Account is the main operating account for GUSA and holds funds to be used by both the Executive and Senate for initiatives, events, projects and other needs throughout the year. Only the Senate has the authority to allocate funds from this account with a majority vote in the affirmative and the signature of the GUSA President. All allocations from this account must follow standard legislative processes. The Senate may use this account for its miscellaneous, minor discretionary needs. The size of the GUSA General Account is determined at the annual Budget Summit.

The GUSA Executive is required to submit the Official GUSA Budget at the annual Budget Summit. This budget should include the Executive's projected funding needs for initiatives, events, and projects. The Finance & Appropriations Committee will use the Executive's proposed budget to determine how much money should be allocated to the GUSA General Account where the funds will be held until requested by the Executive.

The GUSA Reserve Account holds surplus money from previous years. Only the Senate has the authority to allocate funds from this account with a majority vote.

Additional accounts for specific initiatives may be created only with a majority vote of the Senate or during the Budget Summit.

(e) Rules of the Committee:

At least one Senator from the Finance & Appropriations Committee shall

regularly attend meetings of the advisory boards, CAB, Lecture Fund and GPB. The advisory boards may submit a complaint to the Chair of the Finance & Appropriations Committee and the Speaker of the Senate if they believe their Finance & Appropriations Committee liaison has not attended advisory board meetings in accordance with the by-laws. The advisory boards, Lecture Fund, CAB and GPB will have independent authority to determine the time and place of their regular meetings.

In their capacity as liaisons, the Senators shall additionally be responsible for the following:

- i. The liaisons to each Advisory Board, Lecture Fund, and GPB except the liaison to CAB, must conduct semesterly reviews of their budgets and how they have been spending the Student Activities Fee. The liaison to CAB will instead be responsible for collaborating with the CAB chair on conducting semesterly reviews on the work of CAB, the common funding concerns and interests that CAB has come across from different advisory boards, and the general development of new clubs over the course of the year.
- ii. The liaisons to each board must meet twice with the leadership of their respectively assigned board. Once, no more than three [3] weeks following their appointment to the Finance & Appropriations, to discuss the structure and history of the board to which they have been decided, and once, no less than four weeks [4] weeks prior to the Budget Summit, to discuss the budget application process, expected funding needs, and any other relevant concerns.
- iii. The liaisons to each Advisory Board shall also be encouraged to conduct a summit to which the treasurers, or equivalent position, of each group represented by the respective advisory boards shall be invited. This summit will be intended to discuss the expenditures of each group, concerns pertaining to the funding process, and to encourage collaboration regarding best practices between groups.
- iv. The liaisons to each board must attend no less than two [2] events conducted by the board, or an organization represented by such, to which they are assigned.

A Senator on the Committee, elected as Vice Chair of the Committee by the members of the committee, shall be designated to be responsible for keeping and publishing timely records of all appropriations of the Student Activities Fee.

In the case of a tie in an in-committee vote with all present members voting, the Chair's vote shall be held as the tie-breaking vote.

- 4.09 The Leadership Team shall be composed of the President, Vice President, Speaker, and Vice Speaker and shall be responsible for ensuring the effective operation of the Georgetown University Student Association, as well as any other duties mandated by the bylaws or an act of the Senate.

- 4.10 The Ways and Means Committee shall be composed of the Speaker, Vice Speaker, the Chair of Finance and Appropriations Committee, and Senate leadership in the Engagement Committee. The Committee shall be responsible for issues dealing with internal reforms, including but not limited to constitutional, bylaw, committee and power issues. The committee is also responsible for maintaining progress and ensuring accountability through the power to subpoena members of the Student Association, including presidential nominees.

5. Meetings of the Senate

- 5.01 The Full Senate shall meet at least every other week during the academic year, with the time and place to be determined by the Senate at the beginning of the academic year.
- (a) By the Friday of the first full week after the Speaker and Vice-Speaker are elected in the Fall (and the Friday of the first full week of classes in the Spring), the Speaker and Vice-Speaker shall propose a calendar scheduling all regular meetings of the full Senate and all regular meetings of Committee Chairs for that semester. At the next full Senate meeting, the Senators shall vote to approve the Calendar by simple majority.
 - (b) A quorum shall consist of a majority of the Senate.
 - (c) For all votes in the Senate, including ones in committee, a majority is defined as the approval of greater than half of those present who are voting members.
- 5.02 Special sessions of the Senate may be called at the discretion of the Speaker of the Senate, as well as the President of the Student Body. Furthermore, fifteen Senators may instruct the Speaker of the Senate to call a special session.
- 5.03 A regular session of the full Senate shall include the following agenda items: Call to Order by the Speaker, Roll Call, Approval of the Minutes from the last session, All Standing Commission Reports, and the Executive Report.
- 5.04 Other agenda items may be added at the discretion of the Speaker.
- 5.05 The Senate, at its discretion, shall have a Sergeant-at-Arms which shall be in charge of keeping order at each Full Senate meeting. The Sergeant-at-Arms will not limit the debate of Senators but instead loudly announce which Senator has the floor. Any nominee for this position must be approved by the Ways and Means Committee followed by a majority vote from the Senate.
- 5.06 The use of proxies shall be permitted under the following conditions:
- (a) The proxy's identity is affirmed in writing on a document or electronic communication to the Speaker and Secretary with the names of both the Senator and his/her proxy.
 - (b) A Senator does not make use of a proxy more than twice in a single semester.
 - (c) Senators may not proxy for other Senators.
 - (d) No non-Senator may proxy for more than one Senator at any given time, or cast more than one vote on any given item.
- 5.07 Senators who are deemed by the Speaker to be unable to participate in person in Sessions of the Senate may, no more than twice in one academic year, participate as full voting members of the Senate by way of telepresence technology as long as said presence is not deemed to be obtrusive by the members of the Senate present and voting. This sub-

section applies only to technology that provides audio or audio-video telepresence, and not to textbased services including but not limited to instant messaging and e-mail.

6. Senator Accountability, Attendance Policies, Removal and Replacement of Senators.

- 6.01 Any Senator who misses two full Senate meetings will need to have a valid excuse (which can be determined invalid by the Speaker) in order to miss any future full Senate meetings.
- (a) After two unexcused absences, the Vice Speaker will privately inform the senator that they risk removal from their position.
 - (b) If the Senator fails to attend another meeting without a valid excuse, the Vice Speaker will call to a vote the removal of the Senator.
 - (c) The Senator shall be removed from their position with a 2/3 vote in favor of removal.
- 6.02 Any Senator who misses two Standing Committee meetings will need to have a valid excuse (which can be determined invalid by the the Committee Chair) in order to miss any future Standing Committee meetings.
- (a) After two unexcused absences, the Chair of the Committee in question will privately inform the senator that he or she risks removal from his position.
 - (b) If the Senator fails to attend another meeting without a valid excuse, the Committee Chair will call to a vote the removal of the Senator.
 - (c) The Senator shall be removed from his or her position with a 2/3 vote in favor of removal.
 - (d) Formalized and regular liaison meetings, as well as policy team meetings are to be considered committee meetings in the above terms, and absences from said liaison meetings will be accordingly considered an absence from a committee meeting.
- 6.03 In the event of a removal of a Senator, that Senator is barred from serving in the Senate until the following academic year. Furthermore, to serve in any capacity on the Student Association during the year in which they are removed, they must obtain formal approval from the Senate by receiving a majority from those voting in order to assume the duties of that position. All restrictions placed on a Senator are lifted at the start of each academic school year.

7. Legislation

- 7.01 Senators may introduce legislation by requesting that the Speaker include the legislation on the before any Senate meeting. The Senate may adopt deadlines by which legislation must be submitted to the Speaker in order to be considered at the following meeting. Legislation not placed on the agenda in this manner may still be considered under the suspension of the rules. Legislation shall be enacted by a simple majority of those present and voting, unless otherwise stipulated by the bylaws or the Constitution.
- (a) Amendments to the bylaws must be approved by the Ways and Means Committee in order to be considered by the full Senate
 - (b) Appropriations bills must be approved by the Finance and Appropriations Committee in order to be considered by the full Senate
 - (c) Senators need not be a member of the committee to which they present legislation but may vote only if a member of that committee

- 7.02 If proposed legislation fails to pass the relevant Committee, any Senator may put forth a Discharge Petition. If the Senator shall obtain the signatures (including that of the sponsor of the Petition) of a number of Senators equaling or exceeding a majority of the total membership of the Senate, the legislation goes straight to a floor vote. An appropriations bill may not be considered under a Discharge Petition.
- 7.03 By petition of no less than ten undergraduate students, certified by signature, any undergraduate student may present legislation to the relevant Committee of the Senate for consideration or to the full Senate if the proposed legislation does not fall under the purview of an existing Committee, subject to a seconding motion by a Senator.
- 7.04 Any student, having obtained 300 affirmative signatures from current Georgetown undergraduates (roughly 5 percent of the student body), may present a proposal for a referendum to the Senate; proposals submitted in this manner shall be adopted without amendment following the approval of 2/3 of the Senate. The Senate may also call for a referendum with the passage of an Act of Referendum by a 2/3 majority.
- 7.05 The Georgetown University Student Association may enter into compacts and agreements with other student governments. Such compacts and agreements must be signed by the President of the Student Association, then ratified by a two-thirds supermajority of all seated Senators in order to begin effect. If the Senate fails to ratify by a two-thirds supermajority, then the charter or other agreement is not enacted.

8. Appropriation of Funds

- 8.01 Subsequent to an allocation of funds to GUSA by the Finance & Appropriations Committee, the funds shall be allocated such that up to 25% of the funds are made available to the Senate and Executive with the remainder of the funds being placed in a General Fund.
- 8.02 This first total shall be allocated between the Senate and the Executive by its chief representatives (read: The President, The Speaker) at their mutual discretion.
- 8.03 Each branch shall draw up according to its own procedures an operating budget to inform future allocations. At least 50% of the Executive budget shall be devoted to the GUSA Fund, a last-resort funding board for student groups.
- 8.04 Within the Senate, all expenditures of over \$100 require majority approval by an assembly of the Senate. If a quorum of the Senate is not possible, expenditures may be otherwise approved at the discretion of the Speaker.
- 8.05 The Chair of the GUSA Fund shall provide the Chair of the Finance and Appropriations Committee a weekly appropriations report. If the Chair of the Finance and Appropriations Committee finds reasonable objection to any GUSA Fund appropriations larger than \$500, they may request a temporary stay on the allocation of funds no later than 24 hours after receiving the report. If a stay is requested, the Chair of the Finance and Appropriations Committee, the Chair of the GUSA Fund, and any additional members of either group as needed, will convene at the earliest convenient time to discuss the objectionable appropriation and come to a reasonable joint decision to resolve the matter.

8.06 Student Activities Fee money may only be used by the GUSA Senate or Executive for official business that directly affects public GUSA activities.

9. Senate Transitions

9.01 The Transition Committee is charged with advocating for students over the summer; working in conjunction with the Election Commission to ensure that elections take place on time; and with publicizing elections, and recruiting potential candidates, and informing all students about the Senate.

9.02 Elections for the Senate shall be no later than a month after the first day of classes.

9.03 The Transition Committee shall elect from among its members a Chair and a Vice-Chair.

9.04 The Transition Committee shall certify the results of the Senate elections at the first full Senate meeting.

9.05 The Vice President (or the Executive Officer in the absence of the Vice President) shall chair the first meeting of the Senate during each new legislative session, and shall chair the second meeting until the election of a new Speaker.

OTHER BODIES RELEVANT TO THE SENATE AND GUSA

10. The Constitutional Council

10.01 Members of the Constitutional Council shall be nominated by the President of the Student Association of Georgetown University and confirmed by a majority vote of the Senate.

10.02 The President of the Student Association shall nominate the Chair of the Constitutional Council and confirmed by majority vote of the Senate.

10.03 Each Councilor shall hear all cases brought before the Constitutional Council, vote in all such cases, write and issue opinions and reports, and act in other appropriate areas which may further the ability of the Constitutional Council to fulfill its constitutional obligations.

10.04 The Constitutional Council, in its entirety, shall appear before the Senate at the first session of the Senate immediately following the disposition of a case, at least once a semester to summarize decisions on all cases argued before the Constitutional Council, and at other times the Senate may deem it necessary and appropriate. In the event of scheduling issues, this appearance shall be postponed by the Speaker.

10.05 All three members of the Constitutional Council shall be present to constitute quorum to conduct the business of the Constitutional Council.

10.06 The three members of the Constitutional Council are obliged to sit on the GUSA Election Appeals Board as set forth in section 13.08.

10.07 The Constitutional Council shall hold its sessions in a specific location, which shall be determined by the Council at the beginning of the academic year.

- 10.08 Formal sessions of the Constitutional Council shall be open to the public.
- 10.09 Upon receiving a petition to hear a case, the members of the Constitutional Council shall by private conference determine whether or not to hear the case.
- 10.10 If, in the opinion of at least one of the members of the Constitutional Council, the case under consideration involves a substantial constitutional question, the Constitutional Council shall hear the case, without the Constitutional Council divulging its reasons to hear the case. Otherwise, the case may not be argued in front of the Constitutional Council.
- 10.11 During the course of the Constitutional Council's deliberations, witnesses may be allowed to testify particular positions on the case in question. When the hearing is closed, the members of the Constitutional Council shall retire in private to render a decision on the case. The Constitutional Council shall be required to render a decision on cases no later than ten (10) calendar days after the case was argued, University holidays and final examination periods excepted.
- 10.12 A majority vote of the Councilors shall constitute the ruling of the Constitutional Council on the case, which shall be binding on the Student Association and all elements thereof. The opinion shall be placed in writing, composed by a Councilor, as assigned by the Chair of the Constitutional Council. There may be both majority and minority opinions.
- 10.13 Motions for reconsideration of the decisions of the Constitutional Council may be made, in writing, to the Chair of the Constitutional Council no more than seven calendar days after the original decision was reached, University holidays and final examination periods excepted. Upon receiving such motion, the Councilors shall by private conference determine whether or not to reconsider the case. The Council shall be required, by a majority vote, to either grant or deny the motion within seven (7) calendar days, University holidays and final examination periods excepted. If the Motion is granted, a revised opinion must be issued within seven (7) calendar days, University holidays and final examination periods excepted. If a hearing is scheduled, it must take place within ten (10) calendar days, University holidays and final examination periods excepted and a revised opinion must be issued within ten (10) calendar days of the hearing, University holidays and final examination periods excepted. If the Motion is denied, the decision made previously on the case in question shall stand as the final and binding decision of the Constitutional Council.
- 10.14 For the purposes of cases before the Constitutional Council, GUSA shall be manifested when either a) the President or b) a present and voting majority of the GUSA Senate intervene in a suit.

11. The Executive

- 11.01 The structure of the staff offices within the executive branch is left up to the discretion of the President, and individuals appointed to these positions need not be confirmed by the Senate; however, all policy team chairs and co-chairs appointed by the President must be confirmed by the Senate.
- 11.02 Members of the Executive Cabinet must be selected through an application process that is open to every undergraduate student at Georgetown University.

- 11.03 The Executive must have at least one member of their Staff present at all Senate meetings. Senators shall be allowed to attend cabinet meetings under the understanding that the Senators will maintain the confidentiality standards expected of cabinet members, and additionally weekly executive updates will be sent to the Senate.
- 11.04 Upon taking office, the President-Elect and Vice-President-Elect shall recite the following oath: I do hereby affirm to faithfully execute the office of President or Vice-President of the Georgetown University Student Association (which ever office it may be) and to the best of my ability preserve, protect, and defend the Constitution and by-laws of the Student Association.
- 11.05 The Executive Cabinet is required to have a Treasurer appointed by the President and approved by the Senate in a majority vote. The responsibilities of the Treasurer are as follows:
- (a) The Treasurer is responsible for overseeing the finances and budget of both the Executive and Senate
 - (b) The Treasurer must attend Treasurer Training and complete all necessary University paperwork
 - (c) The Treasurer must attend every Finance & Appropriations Committee meeting as a non-voting member unless otherwise directed by the Chair
 - (d) Perform other duties as requested by the Chair of FinApp or GUSA President relating to GUSA finances
- 11.06 The Executive Cabinet is also required to include the Director of the Student Advocacy Office (SAO) as an ex officio member, who shall be chosen annually by the President and Vice President from a prioritized list of at least three nominees compiled by the incumbent Director.
- (a) All internal SAO procedures shall be governed by the SAO Constitution, which shall be available online at all times.
- 11.07 All members of the GUSA Fund shall be nominated annually by the Executive and confirmed by a majority vote of the Senate. If a member of the GUSA Fund is not properly performing their duties, they may be removed from their position by a two-thirds [$\frac{2}{3}$] vote of the Senate.

12. External Boards

12.01 The President shall appoint Senators, members of the Executive, or students to External boards. All Presidential appointments must be confirmed by majority vote of the Senate, and may be brought before the Senate Ways and Means Committee for review at any time. The President shall maintain a public list of all External Boards and working groups, which shall be made available to any student upon request.

12.02 The following External Boards must find appointments by the President:

(a) Board of Directors

The ultimate source of authority in the university, the Board of Directors is composed of 46 members, chiefly alumni with influential business connections but also academics, Jesuits, and elected officials. Members are elected for three-year terms, with the President of the University, the Secretary of the Alumni Association, and the President of the Student Association sitting *ex officio*. The Board maintains committees and subcommittees for each of the three campuses as well as for university relations, finances, academics, and faculty relations. The Board also has the right to elect and remove the President. The only condition the candidate has placed upon them is that they must receive training and approval from the Joint Committee on Information and Training in order to assume their position on this board. One, two year, appointment exists per year.

(b) Main Campus Planning Committee

The Main Campus Planning Committee (MCPC) is an advisory body to the Provost, and the Provost rarely deviates from its advice. Composed of faculty, students, and deans, the MCPC is responsible for Main Campus forward-planning, reviews the annual Main Campus budget, and addresses issues such as faculty salaries. The only condition the candidate has placed upon them is that they must receive training and approval from the Joint Committee on Information and Training in order to assume their position on this committee. One, two-year appointment exists per year.

(c) Alumni Board of Governors

The Alumni Board of Governors (ABOG) advises the President of the University and other University officers on a range of issues. Board members are elected by the members of the Alumni Association and include four or five undergraduates appointed by the President of the Student Association. The Governors meet quarterly, with one meeting coinciding with the Alumni Association's annual John Carroll Awards Weekend. The only condition the candidate has placed upon them is that they must receive training and approval from the Joint Committee on Information and Training in order to assume their position on this board. There are 4 or 5 one-year appointments.

(d) Advisory Committee on Business Practices

Appointees advise the University Senior Vice President to analyze, evaluate, and deepen understanding of the ethical and moral issues that should be taken into

consideration in the evaluation of staff labor policy and contracts with Georgetown University vendors. Three, one-year appointments exist.

(e) Athletics Advisory Board

Appointees are charged with advising and assisting the University Department of Athletics toward the advancement of athletic programs at Georgetown, including both intercollegiate (NCAA) sports and all other levels. Two, one-year appointments exist per year: one male and one female.

(f) Licensing & Oversight Committee

This committee is charged with primary responsibility for establishing, managing, and reviewing policy toward, and relations with, the Collegiate Licensing Company and all licensees, making sure that all companies that make products which use the Georgetown name and logo abide by the university's Code of Conduct for socially responsible practices. Three, one-year appointments exist.

(g) Food Committee

Appointees must meet with representatives of Auxiliary Services and the Dining Services team to provide feedback on menu selection and input on future planning. Multiple, one-year appointments exist.

(h) Computing Services UIS Advisory Committee

Appointee must advise UIS and other university bodies on computing and technology service matters, including suggesting and recommending new services and priorities for future expenditures. One, one yearlong appointment exists. (i) Library Affairs Advisory Committee Appointee must work with library officials to discuss the direction of library facilities and resources and ways to improve the library as a student resource. At the minimum one, one year-long appointment exists.

(j) VPS CSJ Advisory Board for Student Organizations

The VPS Center for Social Justice Advisory Board for Student Organizations works in conjunction with the Office of Volunteer and Public Service under the Center for Social Justice, Research, Teaching, & Service. This funding board allocates money to community service and outreach organizations. Six, one year-long appointments exist.

(k) Media Board

The Media Board allocates money to the various campus media organizations, including GUTV, The Hoya, The Voice, The Independent, WGTB FM Radio, Ye Doomsday Booke, The Georgetown Journal, and the Anthem. Four, one year-long appointments exist.

(l) Performing Arts Advisory Council

The Performing Arts Advisory Council oversees and allocates funds to the various Performing Arts groups, in coordination with the Program in Performing

Arts. Four, one year-long appointments exist: one from each branch of the performing arts. Advisory Board for Club Sports This funding board allocates money to the various Club Sports teams, making sure that they are in compliance with University, intercollegiate, and federal policies. Six, one year-long, appointments exist.

(m) Advisory Board for Club Sports

This funding board allocates money to the various Club Sports teams, making sure that they are in compliance with University, intercollegiate, and federal policies. Six, one yearlong, appointments exist.

(n) Speech and Expression Committee

The Speech and Expression committee is a body composed of students, faculty, and administrators who advise the Vice President of Student Affairs on administering the University's speech and expression guidelines. Two, one year-long appointments exist.

(o) Campus Living Advisory Council

The Campus Living Advisory Council meets regularly throughout the year to discuss issues regarding student housing and facilities. Multiple, one year-long, appointments exist.

(p) Disciplinary Review Committee

Appointees must evaluate the Student Code of Conduct and the policies regarding how the University will handle student violations of the Code of Conduct. Two, one yearlong appointments exist.

(q) Student Safety Advisory Board

Student Safety Advisory Board (SSAB) members take an active concern in enhancing Georgetown University's safety and security policies. The SSAB meets bi-weekly with the Vice President of University Safety to address a variety of safety issues affecting the Georgetown community. The Board coordinates projects to improve campus security and serves as a liaison between students and the administration of the University including departments such as the Department of Public Safety. Multiple, one year-long, appointments exist.

(r) Emergency Response Team

A cooperative effort with participants from virtually every campus department, the Emergency Response Team (ERT) meets every week to evaluate, test, and update the University's planned response to a variety of potential emergencies. A crucial component of the ERT's mission is to ensure that the appropriate resources needed to recover from a disaster are in place. Only one, one year-long appointment exists.

(s) Diversity Action Council

The Diversity Action Council (DAC) is a body of administrators, faculty, staff and students that draws from and collaborates with multiple units across the University. The DAC acts as educators to incorporate diversity as a value to the University curriculum and as advocates to identify and encourage discussion and action on key campus issues affecting diversity. In the role of catalyst, the DAC challenges each member of the University community to hold themselves and each other accountable to an institutional commitment to diversity, and seeks to establish an academic community and campus climate that assure freedom for each member to develop intellectually, physically, socially, and spiritually without impediment. One, one year-long appointment exists.

(t) Georgetown Community Partnership

The Georgetown Community Partnership (GCP) is the forum created as part of Georgetown University's 2010 Campus Plan to facilitate discussion, information sharing, and consensus-based decision making to support a high quality of life in our community and the university's long term planning. In 2012, Georgetown University committed to a 5-year campus plan through 2017 and to engage in a comprehensive master planning process to develop a consensus 20-year plan. Through the GCP, the university is engaging community and city leaders in master planning and neighborhood quality of life initiatives. The President shall appoint students to serve on the following GCP committees:

- The Safety and Student Life (SSL) Working Group addresses neighborhood quality of life issues, student safety in the community, and on-campus student life.
- The Environment and Landlords Initiatives (ELI) Working Group addresses issues of home safety, property maintenance, trash management, and landlord accountability in the neighborhoods.
- The Transportation and Parking Working Group addresses issues related to travel to, from and around the University's campus, and mitigating the impacts of University and Hospital-related traffic on the community.
- The Communications and Engagement Working Group works to identify programs and activities of interest to neighbors at the University, and create opportunities for collaboration and improved communications between the university community and its neighbors.
- The Data and Metrics Working Group works to identify a common set of metrics to measure the GCP's progress, by reviewing existing University data and making recommendations for the collection of additional data.

ELECTION AND CAMPAIGN RULES

13. Presidential Elections and Campaign Rules

- 13.01 All receipts must be handed in to the Election Commission by the close of polls on Election Day. Such receipts must be submitted to the Election Commission in the Center for Student Engagement office or via other means detailed and approved by the Election Commission. If the Election Commission finds that a ticket has spent more than the set

amount or has neglected to hand in all receipts or has submitted falsified receipts, the Election Commission shall have the power to disqualify said candidate. The total cost of a presidential campaign may not exceed \$300, including all materials and any other expenses incurred. The total cost of a senatorial campaign in a named district may not exceed \$50. The total cost of a senatorial campaign for an At-Large seat may not exceed \$75.

- 13.02 The content of all campaign materials shall be subject to the following regulations and cost assessments:
- (a) All costs associated with campaign websites, including development, hosting, and upkeep, must be reported in full to the election commission.
 - (b) Websites may be developed by a current Georgetown University undergraduate at no additional cost on a volunteer basis. Web developers must be indicated as such on candidacy forms at the beginning of the campaign.
 - (c) Professional or volunteer web development by anyone other than a current GU undergraduate must be reported at standard market value as determined by the Election Commission.
 - (d) Printing costs for 8 1/2 x 11 sheets are to mirror public printing prices at Lauinger Library as noted by the Election Commission at the start of the campaign.
 - (e) Printed sheets larger than 8x11 will be assessed at a higher price proportional to their size.
 - (f) Non-standard paper, including card stock, laminated or waxed sheets, but not colored paper, must be reported both for cost of the sheet and for printing costs.
- 13.03 Candidates may begin campaigning starting at 12:01 AM, fourteen [14] calendar days before the election for the presidential elections. For senatorial elections in the fall, candidates may begin campaigning at 12:01 AM, seven [7] calendar days before the election. For by-elections to fill Senate vacancies, the campaign time frame will be determined by the Election Commission but must be at least three [3] calendar days (72 hours).
- (a) Discreet preparations may begin before this time, limited to ticket formation and the recruiting of campaign managers, personal advisors, and designers.
- 13.04 On Election Day, candidates or anyone acting on behalf of a candidate, or anyone acting on behalf of a referendum campaign, may not set up voting stations with any electronic device, including, but not limited to, laptops, desktop computers, smart phones/devices, et cetera. However, candidates may conduct normal campaign activities on Election Day, including campaigning using electronic devices and electronic communication. Election Day is defined as the period during which voting occurs, beginning from the receipt of the official election email and ending when voting is closed.
- 13.05 The Election Commission shall set up at least one official voting station. The following rules shall govern official voting stations:
- (a) Official voting stations must offer an unbiased voting environment.
 - (b) The Election Commission shall provide the Senate an initial presentation with the names of any expected volunteer staffers and notify the Senate of the expected location, operating time, and number of any official voting stations no less than 7 calendar days before the election.

- (c) In order to prevent excessive campaigning, the Election Commission shall promulgate and have the authority to enforce reasonable regulations concerning this Bylaw. Campaigning shall be defined as any biased solicitation of votes in favor of or against a specific candidate or answer to a referendum. The Election Commission must make these regulations publicly available to the Senate no less than 7 calendar days before the election.
- (d) Unbiased volunteers unaffiliated with any campaign may staff polling stations with approval from the entire Election Commission.
- (e) Unofficial voting stations shall not be permitted.
- (f) Upon request from the Election Commission, the Senate may waive Bylaw 13.05 (except provision 13.05e) for a particular election with the approval of a two-thirds majority of the Senate, voting and present.
- (g) These rules shall apply to all elections including referendums managed by the Election Commission.
- (h) All voting stations must have visible signage indicating they are an official voting station.
- (i) Voting stations must have at least one mechanism that allows students to vote at the station.

- 13.06 In order to appear on the ballot, candidates must sign the candidacy form, which signifies understanding of the campaign rules and intent to abide by them. The form also lists campaign managers and staff (if applicable).
- (a) The Election Commission shall have the power to set a deadline by which candidates must submit the candidacy forms, provided that the deadline is before active campaigning begins, as stipulated by the bylaws.
 - (b) The Election Commission must provide access to the candidacy forms to any student who requests them before the filing deadline.
 - (c) A candidate may submit a candidacy form up to 72 hours after the filing deadline has passed if that form is accompanied by a petition with the signatures of no fewer than 100 current Georgetown undergraduate students requesting that the candidate be placed on the ballot. A candidate for the Senate who has already submitted a candidacy form cannot use this procedure to appear on the ballot for a seat in a different district, and no candidate may appear on more than one ballot.
- 13.07 No other restrictions other than those stated here shall apply to campaigning, aside from University policies that pertain to posting flyers, such as the Speech and Expression Policy, Residential Living policies, and the Campus Media Policy.
- 13.08 In order to be elected, candidates must comply with all campaign regulations. Moreover, anyone who a candidate enlists to act on his or her behalf or anyone who a candidate knowingly allows to act on his or her behalf is also subject to the campaign regulations. Any violation of the campaign rules by the aforementioned parties may result in the disqualification of the ticket concerned by the Election Commission.
- 13.09 All Election Commission communications, including disqualifications and complaints, shall be delivered via e-mail immediately to the candidates accused of a violation. Candidates are responsible for checking their email. Appeals may be made to the Constitutional Council only on the following two claims/grounds: (a) The Election Commission incorrectly or inadequately applied the rules. (b) The Election Commission showed bias in its application to the rules. In the event of an appeal under this subsection, the Election Commission is the proper party to be named in any suit brought before the Constitutional Council. This does not abrogate the right of GUSA to intervene in such a suit if they so choose.
- 13.10 Only candidates, those acting on behalf of a referendum campaign, or University officials may file complaints over the conduct of elections. Complaints may be filed with the Election Commission, but they must be submitted in writing via email to the official Election Commission email address.
- 13.11 The Election Commission shall provide a voter guide to students before every referendum and election.
- (a) The voter guide must include voting instructions including notice of the ability to skip any portion of the ballot.
 - (b) For candidate elections, these instructions should include the following, substituting “x” for the total number of candidates: “Please rank the candidates in the order of your most-preferred (1) to least-preferred (x). After the first round of voting, if no candidate receives over 50% of the vote, the candidate with the fewest votes is eliminated and his or her votes redistributed to the second-choice candidate, and so on, until one candidate receives a majority in that round of

voting. You do not have to rank all the candidates, but understand that if your candidates are all eliminated, your vote will not count to the final determination.”

(c) For candidate elections, the voter guide must include short candidate statements of no more than 100 words that may be submitted by candidates upon the signing of the candidate form.

(d) For referendum elections, the voter guide must include an impartial, brief summary of each referendum, written by the Election Commission and a link to the full text of each referendum.

(e) The voter guide must be made available to students on the GUSA Website or Election Commission Facebook Page at least 72 hours before the beginning of voting.

13.12 The following rules shall govern all Georgetown University Student Association ballots:

(a) The first page of the ballot must contain voting instructions identical to those included in the voter guide.

(b) Ballots with referendums shall include the summaries included the voter guide.

(c) Ballots with candidates shall include a link to the voter guide.

(d) Candidate tickets shall be ordered randomly on the ballot.

(e) The Election Commission shall set two write-in spaces on any ballot containing candidates.

(f) The ballot shall be made available to the Speaker, the Vice Speaker, the President, the Vice President, and all candidates appearing on the ballot before the election begins.

13.13 The Georgetown University Student Association Senate shall sponsor a debate between all candidates for President of that Association, the date of which being determined by the Election Commission, moderated by representatives of each major campus news organization and a non-partisan individual associated with GUSA. In order to participate in this debate, candidates must submit a tentative Georgetown University Student Association budget proposal to the Election Commission no later than forty-eight [48] hours before the scheduled start of the debate.

13.14 Elections for President and Vice-President shall be conducted by instant runoff voting; elections for the Senate shall be conducted by single transferable vote.

13.15 At minimum, the election must run for 24 hours.

13.16 The Senate must certify the results of the presidential election – as modified by the final decision of the Election Commission or Constitutional Council, if applicable, and after all appeals or objections have been exhausted – before the president is eligible to be sworn in. Certification requires a two-thirds majority.

(a) If the Senate believes that there were serious procedural or technical errors in the implementation of the election, the Senate may vote to deny certification, in which case another election must be held no later than two weeks after that vote.

(b) If the Senate does not deny certification, but a certification vote fails, then the Election Commission must appear for testimony, and subsequent votes for certification will be held until the results are either certified or denied certification. In the event of a new election, the certification of the new results shall be dealt with in the same manner by the Senate.

- 13.17 Barring ongoing challenges or lack of certification of the election result, the president and vice-president elect shall be sworn in by the Saturday following the resumption of classes after spring break. If there are still challenges to the results after March 1, or if a conclusive vote on certification has not been held by that date, then the president and vice-president elect shall be sworn in immediately following the successful certification of the results.
- 13.18 Door-knocking in presidential elections will only be allowed between the weekday hours of 6:00 pm and 10:00 pm, and all-day the day of the election. Any door-knocking outside of these hours will be a violation of the election campaign rules.
- 13.19 No candidate or individual acting on behalf of a candidate running for a GUSA office may send bulk emails to members of the student body who have not opted in to receive such emails, nor shall they use an email service provider for any purposes.
- 13.20 The Election Commission shall have the authority to set the date of the Executive election anytime within the month of February as it sees fit. The Election Commission must set this date by the 20th of January, and announce the election date in a public and accessible fashion by the 21st of January.
- 13.21 A candidate shall be defined as any undergraduate student who offers themselves or is offered by others for an elected office in Student Association, as determined by the Election Commission, regardless of whether that individual has been granted ballot access.
- 13.22 In the event that an election is held to be invalid by the Election Commission or the Constitutional Council, the results of that election will be released unless a point of order against their release is sustained by a majority of the Constitutional Council, a present and voting majority of the Senate, and the President. This does not abrogate the right of the Election Commission or the Constitutional Council to preliminarily enjoin the release of election results pending disposition of an active case.
- 13.23 For the purposes of cases before the Election Commission, GUSA shall be manifested when either a) the President or b) a present and voting majority of the GUSA Senate intervene in a suit.
- 13.24 Campaign finances shall be held as public information and shall be released no more than twenty-four hours following the release of results.
- 13.25 No non-University businesses may conduct advertising or promotion on behalf of a candidate or campaign, excluding commonly used social media platforms.

14. The Election Commission

- 14.01 The Election Commission shall consist of three members appointed by the President and confirmed by the Senate that shall serve for the duration of their enrollment at Georgetown University.
- 14.02 The Election Commission must run the Senate and Presidential elections according to the election by-laws established by the Senate. The Election Commission does not have the power to make any new rules for election or modify election regulation.

- 14.03 The Election Commission should report the results the day after the election, and must report the results within 72 hours of the elections being concluded.
- 14.04 The Election Commission must appear before the Senate to report the election results to the Senate.
- 14.05 The Election Commission is responsible for exercising due diligence in investigating all complaints made in writing, and shall publish for the public record a summary digest of all complaints, their source, and action taken (if any) for the public record before the certification of the election by the Senate.
- 14.06 The Election Commission shall have the power to apply the following sanctions at their discretion to tickets found in violation of election By-laws and university policies listed in section 13.06 after thorough investigation:
- (a) Issue private warnings to tickets in danger of violating election By-laws before pursuing further action.
 - (b) Issue public statements to the Senate or to the press detailing confirmed violations.
 - (c) Modify the randomly ordered ballot by moving the offending ticket's name to the bottom of the ballot.
 - (d) Bar a ticket from participation in the Presidential debate and any other debates that may be subsequently held.
 - (e) Audit a campaign during the election if significant concerns arise regarding overspending.
 - (f) Disqualify a ticket after all due diligence and alternative sanction options are exhausted.
- 14.07 Should any member of the Election Commission be found by a majority vote of the members of the Standing Committee on Ways and Means to be seriously negligent in the performance of the duties of his or her office, following a fair hearing, that Election Commissioner would then be liable for removal from his or her position by a vote of removal from not less than two-thirds [2/3] of all Senators.
- 14.08 The Election Commission may take actions that are necessary and proper to enforce the election regulations set forth in the bylaws.

GENERAL PROVISIONS

15. Provisions

- 15.01 The President of the Student Body of Georgetown University shall be required to remain in the District of Columbia area through the summer months to act as the undergraduate Student Representative to Georgetown University for any and all purposes of this Student Association, unless excused for reasons deemed necessary by majority vote of the Senate, at which point the President shall secure a suitable substitute.
- 15.02 No person shall hold more than one elective office or any office that is confirmed by the GUSA Senate at any given time, and no person, by virtue of holding multiple offices, shall be permitted to cast more than one vote within the Senate or within any other body of this Student Association. Additionally, no senator shall simultaneously hold a position

within the Executive branch. Should a senator be appointed to the Executive, that senator shall immediately resign his or her seat. Subsequent to his or her resignation, traditional vacancy procedures shall be followed promptly.

- 15.03 At the beginning of an executive term, the new executive shall submit to the Speaker in writing a list of his or her nominees for executive appointments, including nominees for the Cabinet and external boards, no later than 48 hours before the Senate votes on their confirmation. The appointees of the new executive may be approved en masse by unanimous consent voice vote of the Senate. All candidates for confirmation must be present at this meeting. Should any Senator have objections to a specific candidacy, he or she must raise it prior to the voice vote. In this case, senators are allowed to question the candidate and the candidate is allowed to make a short presentation advocating for his or her candidacy. Subsequent to the resolution of the individual objection, the remaining recommended candidates may be approved similarly by unanimous consent. If the objection is not resolved, the Senate shall vote to confirm the nominee separately from the others.
- 15.04 The Georgetown University Student Association, in full compliance with the established University requirements for student organizations which have been granted access to benefits, shall endeavor to comply with the policies of Georgetown University as they apply to student organizations.
- 15.05 These By-laws shall be adopted by a two-thirds majority of the Senate of the Student Association, and shall enter into full force and effect at midnight, the 28th of January, 2009, amending and superseding any By-laws of the Student Association that may have existed prior to that date.
- 15.06 These By-laws shall stand in full effect by virtue of the authority granted by the Constitution of the Student Association of Georgetown University.
- 15.07 Amendments to these By-Laws will be referred to the Senate Select Committee on Ways and Means, which shall provide a recommendation by a simple majority vote to the full Senate on their adoption. The Committee may also amend proposed By- Laws changes by a simple majority vote. Upon receipt of the Committee's recommendation, the Senate may pass proposed By-Laws amendments with the assent of 2/3 of the body. It may also amend or amend further proposed changes before their final adoption by a simple majority vote.
- 15.08 Within one month of the seating of a new Senate, at the invitation of the Speaker, the President shall give to the Senate information on the state of the university and recommend to their consideration such measures as he or she shall judge necessary and expedient.