The Association Journal

61st Session of the Student Senate

Academic Year 2018-2019

Volume 1

Table of Contents

Constitution 7

Preamble 7

Article I: The Association 7

Section 1. Name 7
Section 2. Membership 7
Section 3. Duties 7
Section 4. Authority 7

Article II: Division of Authority 8

Article III: The Association Officers 8

Section 1. Composition 8
Section 2. The Association's Officers and Hired Secretaries 8
Section 3. Qualifications of Officers 8
Section 4. Administrative Authority 9
Section 5. The President 9
Section 6. The Vice President 9
Section 7. The Treasurer 9
Section 8. Recall of Association Officers 9
Section 9. Succession of Power 10

Article IV: The Senate 10

Section 1. Composition 10
Section 2. Senatorial Candidates Qualifications 11
Section 3. Election of Senators 11
Section 4. Responsibilities of Senators 11
Section 5. Powers and Duties of the Senate 11
Section 6. Recall Senators 12
Section 7. Filling Vacant Seats 12
Section 8. Provision for Holdover Senators 12
Section 9. Session of the Senate 12

Article V: The Supreme Court 13

Section 1. Composition 13
Section 2. Qualifications for Appointment 13
Section 3. Term of Appointment and Vacancies 13
Section 4. Jurisdiction 13
Section 5. Court Rules and Procedures 13
Section 6. Quorum 14

Article VI: The Association's Statutes 14

Article VII: The Association Resolutions 14

Article VIII: Constitutional Amendments 14

Article IX: Bylaws of the Association 15

Article X: Association Funding Bills 15
Student Bill of Rights 16
Joint Statement on Rights and Freedoms of Students 16
Preamble 16
Article I: Classroom Freedom 16
Section 1. Protection of Freedom of Expression 16
Section 2. Protection Against Improper Academic Evaluation 16
Section 3. Protection Against Improper Disclosure 16
Article II: Student Records 16
Section 1. Maintenance of Records 17
Section 2. Access to Student Records 17
Section 3. Excluded Records 17
Section 4. Periodic Elimination of Records 17
Article III: Student Affairs 17
Section 1. Freedom of Association 17
Section 2. Freedom of Inquiry and Expression 17
Section 3. Student Participation in University Government 18
Section 4. Freedom of Student Communications 18
Article IV: Student Citizenship 19
Section 1. Exercise of Rights of Citizenship 19
Section 2. Faculty and Administration Restraint 19
Section 3. University Penalties 19
Section 4. Incidental Violations 19
Article V: Procedural Standards in Disciplinary Proceedings 19
Section 1. Standards of Conduct Expected of Students 19
Section 2. Investigation of Student Conduct 19
Section 3. Status of Student Pending Final Action 19
Bylaws 20
Article I: The Senate 20
Section 1. Senate Meetings 20
Section 2. Duties of the Senators 24
Article II: Elected and Appointed Officials and Committees 25
Section 1. Duties of the Executive Officers 25
Section 2. The Association's Cabinet 27
Section 3. Standing Committees of the Senate 30
Section 4. Standing Committees of the Association 33
Section 5. Biannual Reports 38
Article III: The Association's Policies 38
Section 1. The Association's Nondiscrimination Policy 38

Section 2. The Association's Policy on Hazing....38
Section 3. The Association's Dress Code....39
Section 4. The Association's Conservation Efforts....39
Section 5. Conference Attendance Eligibility....40

Statutes....42

S002 Student Organizations....42

Section 1. Purpose....42
Section 2. Requirements for Recognition....42
Section 3. Requirements for Officers, Advisors, and University Contacts....43
Section 4. The Recognition Process....43
Section 5. Procedure for Recognition....43
Section 6. Organization Outreach Committee....**Error! Bookmark not defined.**
Section 7. Duration....44
Section 8. Records....44
Section 9. Membership....44
Section 10. Privileges....44
Section 11. Withdrawal of Recognition....45

S003 The Association's Elections....46

Section 1. Definition of Special and General Elections....46
Section 2. General Election Dates and Deadlines....46
Section 3. General Election Regulations and Procedures....49
Section 4. Outcome of the General Election....54
Section 5. Special Election Dates and Deadlines....56
Section 6. Special Election Regulations and Procedures....58
Section 7. Outcome of a Special Election....59
Section 8. Enforcement of Election Regulations and Procedures....60
Section 9. Procedures for the Transition Period....61
Section 10. General Election Amendment Deadlines....62

S008 Office of the Student Advocate....64

Section 1. Establishment....64
Section 2. Authority....64
Section 3. Procedure for Appointment....64
Section 4. General Responsibilities....65
Section 5. Grounds for Removal....67
Section 6. Removal Procedure....67

S023 The Association's Records....69

Section 1. Maintenance....69
Section 2. Compilation and Publication....69
Section 3. Current Regulations and Procedures....70
Section 4. Senate and Committee Records....71
Section 5. Senate Bills....71
Section 6. Funding Bills....73
Section 7. Resolutions....73

Section 8. Executive Records 74
Section 9. Judicial Records 75

S027 Association Funding Regulations 77

Section 1. Individual Funding Guidelines 77
Section 2. Organization Funding Guidelines 78
Section 3. Process for Application 81
Section 4. The Association's Office Budget 82

S029 Distribution of Student Fees 83

Section 1. Definition of Term 83
Section 2. The Student Fees Committee 83
Section 3. Opening Hearings and Deliberations 83
Section 4. Division of Funds 83
Section 5. Eligibility for Appropriation 84
Section 6. Student Fees Committee Appropriations and Recommendations 85
Section 7. Increases or Decreases in Student Fees 85
Section 8. Senate Appropriations and Alterations of Student Fees Committee Recommendations to the Senate 86
Section 9. Supplemental Allocations 86
Section 10. Restrictions on Use of Funds 87

S034 Appointment of Association Officials 88

Section 1. General Regulations and Procedures 88
Section 2. Procedure for a Single Nomination by the President 89
Section 3. Procedure for a Single Nomination by Committee 90
Section 4. Procedure for Several Nominees to One Position 90
Section 5. Procedure for Several Nominees to Several Positions 91
Section 6. Interim and ***Pro Tempore*** Appointments 91

S061 Review, Sanction, and Removal of Elected and Appointed Officials, Senators, and Committee members 92

Section 1. Causes for Review, Sanction, or Removal ..... **Error! Bookmark not defined.**
Section 2. Initiating a Case for Review, Sanction, or Removal ..... **Error! Bookmark not defined.**
Section 3. Procedure for Hearings ..... **Error! Bookmark not defined.**
Section 4. Procedure and Regulations for Sanction and Removal ..... **Error! Bookmark not defined.**
Section 5. Procedure for Appeals ..... **Error! Bookmark not defined.**

S062 Compensation of Association Officials 96

Section 1. General Regulations and Procedures 96
Section 2. Executive Officers and Cabinet 96
Section 3. The Election Commission 96
Section 4. Other Appointed Officials 97
Section 5. Staff Employees 97

S072 The Educational Opportunity Fund 98

Section 1. Purpose....98
Section 2. The Educational Opportunity Fund Committee....98
Section 3. Open Hearings....98
Section 4. Eligibility for Appropriations....99
Section 5. Educational Opportunity Fund Committee Appropriations and Recommendations....99
Section 6. Administration....99
Section 7. Senate Appropriations and Alterations of EOF Committee Recommendations to the Senate....100

S102 Shocker Support Locker....101

Section 1. Purpose of Shocker Support Locker....101
Section 2. Funding....101
Section 3. Maintenance....101

S103 Association Scholarships and Scholarship Funds....102

Section 1. International Students Hardship Fund....102
Section 2. International Scholarship....102
Section 3. Study Abroad Scholarship Fund....103
Section 4. James J. Rhatigan Leadership Scholarship....104
Section 5. SGA Summer Scholarship....105
Section 6. SGA & Sigma Lambda Beta Dreamer Scholarship....106

Constitution

Approved and Enacted by a referendum of members of the Association and by the President of the University in 2018.

Preamble

We the students of Wichita State University believe that having certain collective authority, we are charged with the accompanying inescapable responsibility to further a democratic community marked by mature citizenship habits, attitudes, and skills; and recognizing that this degree of responsibility will be manifested in the total community when we, as individuals, take our places there; do herein define and organize this collective authority into a student association and, by this constitution, guarantee that our use of it will always be in harmony with our trust.

Article I: The Association

Section 1. Name

The name of the student association shall be Wichita State University Student Government Association (hereafter referred to as the Association).

Section 2. Membership

All students at Wichita State University (hereafter referred to as the University) from whom the Association derives income through established University policy, shall automatically be members of the Association.

Section 3. Duties

The duties of the Association shall be:

A. To promote and stimulate student participation in the University's activities, which will serve to enhance the educational, social, and cultural experiences of the members of the Association;
B. To provide a channel of communication between the students, faculty, staff, and administration;
C. To foster loyalty to the University;
D. To promote the extracurricular efforts of the University community;
E. To establish jointly with the University administration rules to govern the conduct of members of the Association in their actions as students of the University;
F. To finance, with funds authorized by the University administration, the activities necessary and incidental to carrying out the purposes of the Association;
G. To ensure that all students are afforded free and equal access to all opportunities the Association has to offer.

Section 4. Authority

The authority granted to the Association in this section is derived from and shall be subject to the authority of the Board of Regents and the President of the University.

The authority granted to student organizations, through a grant of official recognition, is derived from and shall be subject to the authority of the Association and its representative bodies.

The Association, in order that it might perform its duties effectively, shall have the authority to delegate its legislative, executive, and judicial authority to representative bodies. These bodies shall have the authority to:

A. Prescribe procedure for the election and/or appointments of the membership of the said bodies of the Association;
B. Extend official recognition to groups of students seeking privileges of an official student organization (hereafter referred to as organizations);
C. Establish criteria and conduct a review for the granting and removal of said recognition;
D. Levy reasonable penalties for Statutes;
E. Recommend to the Dean of Students reasonable penalties for students who violate the Association's Statutes or University rules and policies;
F. Reasonably provide for the execution of the Association's duties as prescribed in Article I, Section 3, through the establishment of Statutes and the appointment of special or regular committees with a specific grant of authority.

Article II: Division of Authority

The executive authority of the Association shall be vested in the executive officers.

The legislative authority of the Association shall be vested in Student Senate representatives (hereafter referred to as the Senate).

The judicial authority of the Association shall be vested in the Supreme Court (hereafter referred to as the Court).

Article III: The Association Officers

Section 1. Composition

The officers of the Association shall be the President, Vice President, and Treasurer.

Section 2. The Association's Officers and Hired Secretaries

The President and Vice President shall be elected on the same ballot, as a team, from the Association at an election held during the month of April.

The Treasurer shall be appointed by the President, said appointment subject to two-thirds (2/3) ratification of the entire Senate, excluding vacant seats.

If the nominee has and maintains a 2.50 cumulative grade point average, Secretaries shall take office upon nomination by the appropriate officer holder, subject to the consent of the majority of the Student Senators present and voting, and shall retain said office until the individual chooses to resign, loses student status, or is judged remiss or incompetent in the discharge of their duties by the current holder of the office which passed on during their Senate session, excluding vacated seats.

The tenure granted by these provisions shall not apply to Secretaries hired on a temporary or emergency basis during the months when the Senate is not in session.

Section 3. Qualifications of Officers

To be eligible to be an officer of the Association, an Association member must have and maintain a 2.50 cumulative grade point average and be at least a junior by the beginning of the fall term following the election or appointment. An Association officer shall not hold the same office more than twice.

Section 4. Administrative Authority

All administrative powers granted herein shall be vested in the officers of the Association with the President of the Association being the Chief Executive Officer.

Section 5. The President

The President of the Association shall have the following powers and duties:

A. To enforce the Statutes and administer the Resolutions of the Association;
B. To execute the policies of the Senate and the decisions of the Court;
C. To act as the official spokesperson for the Association;
D. To appoint the Court Justices as provided for in Article V, Section 1;
E. To appoint Association members to positions in pursuit of purposes of the Association, subject to ratification by a majority vote of the Senate, unless otherwise specified;
F. To recommend to the Senate any policy, which the individual considers to be in pursuit of the purposes of the Association;
G. To veto and invalidate any action of the Senate within thirty (30) days which the individual considers not in the interest of the Association. The Senate has seven (7) days in which to act upon the President's veto. Said veto must be accompanied with a statement of explanation in the form of an executive order;
H. Other duties as specified in the Association's Bylaws.

Section 6. The Vice President

The Vice President of the Association shall have the following powers and duties:

A. To assume all duties of the President in that individual's absence;
B. To preside over all meetings of the Senate unless otherwise specified by the Senate. If the Vice President is absent, a temporary chairperson, a Senator, will be designated by the Vice President to preside;
C. Other duties as specified in the Association's Bylaws.

Section 7. The Treasurer

The Treasurer of the Association shall have the following powers and duties:

A. To serve as Chief Financial Officer of the Association's funds;
B. To present to the Senate a report of the Association's spending upon one week's request;
C. To be responsible for organizational budget procedure;
D. Other duties as specified in the Association's Bylaws.

Section 8. Recall of Association Officers

The following will be grounds for removal of an Association officer:

A. The failure to maintain a 2.50 cumulative grade point average;
B. The failure to execute prescribed duties;
C. Others as established by the Code of Conduct and outlined in the Bylaws.

If an Association officer is charged with one or more of the grounds for removal, the Senate shall review said officer's case, and may expel the officer by a two-thirds (2/3) vote of the entire Senate, excluding vacant seats.

Recall Election: The Senate must call a special election of the Association within thirty (30) days if presented with a petition to recall an Association officer signed by a number of the Association members equal to twenty-five percent (25%) of those voting in the last Senate election. Such petition must be validated by the Association's Executive Secretary prior to public exposure and presentation. If the requisite number of signatures has not been obtained within thirty (30) days of said validation and dating, the petition shall be null and void. If the requisite number of signatures is obtained within thirty (30) days, the Association's Executive Secretary must validate the signatures as those of members of the Association.

Section 9. Succession of Power

The following will be the succession procedure for the offices of President and Vice President:

A. Should the position of President become vacant, for reasons of death, removal from office, or prolonged absence, the Vice President of the Association shall become the President of the Association, with all rights and responsibilities thereof, for the remainder of the term of the vacated position.
B. Should the position of Vice President become vacant, for reasons of death, removal from office, prolonged absence, or succession to the Presidency, the President shall nominate an eligible Senator, excluding appointees but not excluding Holdover Senators, to be ratified by a two-thirds (2/3) vote of the entire Senate excluding vacant seats, to the position of the Vice President of the Association, with all the rights and responsibilities thereof, for the remainder of the term of the vacated position.

Article IV: The Senate

Section 1. Composition

The Senate shall consist of seats filled by Senators elected from the membership of the Association or, in the case of Freshman seats and seats left vacant, appointed by the President of the Association. If any seats are left unfilled after elections, appointments to such seats shall conform to the procedure set forth in Section 7 of this article.

All seats for Senators shall be reserved according to the following criteria:

A. Seats shall be reserved for three (3) persons designated by the Senate as Holdover Senators.
B. One (1) seat shall be reserved for each of the officers of the Association, with the President and Treasurer being non-voting members.
C. Seats shall be reserved for Association members elected from the Association membership enrolled in each of the academic colleges of the University. Each college shall have at least two (2) representatives with one (1) additional representative being allocated for every 1,000 students over and above 1,000 students enrolled in the college.
D. Seats shall be reserved for Association members elected at-large from the general Association membership. The seats shall be apportioned with one (1) representative for each 1,000 students enrolled in the University (1-1,000: 1 representative; 1,001-2,000: 2 representatives; 2,001-3000: 3 representatives; etc).
E. One (1) seat shall be reserved for Association members continuing their education in the graduate school of the University with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled in a graduate program.
F. One (1) seat shall be reserved for Association members entering their freshman year with one (1) additional representative allocated for every 1,000 students over and above 1,000

students enrolled as a freshman. "Freshman" shall be defined as any student with fewer than thirty (30) credit hours immediately entering from a secondary institution.

G. One (1) seat shall be reserved for Association members who are United States citizens or permanent residents but have not established residency in the State of Kansas with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled under these same criteria.
H. One (1) seat shall be reserved for Association members who have ever served in any of the branches of the United States Military with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled under these same criteria and to also include the number of military dependents as defined by the University's Office of the Registrar. This addition shall not be construed as to allow military dependents to hold said seat.
I. One (1) seat shall be reserved for Association members who are not U.S. Citizens, currently in any non-immigrant status, and do not have approved United States permanent residency status with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled under these same criteria.
J. One (1) seat shall be reserved for students who are considered returning adults with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled under these same criteria.
K. One (1) seat shall be reserved for Association members who are identified as underserved students as defined through the University's Strategic Enrollment Management Plan with one (1) additional representative allocated for every 1,000 students over and above 1,000 students enrolled under these same criteria.

Section 2. Senatorial Candidates Qualifications

To be a candidate for Senator, an Association member must be a currently enrolled student as defined by the College or School in which member is enrolled, and must have and maintain a 2.5 cumulative grade point average or have and maintain good standing in graduate school as defined by the Graduate School Catalog, except in cases when the candidate is an incoming student and does not have a college grade point average. In such case it shall be necessary for the incoming student to be admitted in good standing as defined by the University.

Section 3. Election of Senators

All elective seats in the Senate shall be filled at an election held at the same time as the election for Association officers. That number of candidates for at-large senatorial seats who receive the largest totals of votes shall be declared elected.

Section 4. Responsibilities of Senators

Senators of the Association shall have the following responsibilities:

A. To attend all meetings of the Senate;
B. To perform the committee work to which they are assigned;
C. To understand the Association's Constitution, Statutes, and Bylaws.

Section 5. Powers and Duties of the Senate

The Senate shall have the following powers and duties:

A. To take action, which is in harmony and pursuant to the duties of the Association as, prescribed in this Constitution and its Preamble;
B. To call a special meeting of the Senate upon a written petition signed by fifty percent (50%) of the members of the Senate with not less than twenty-four (24) hours notice of said meeting;
C. To recognize organizations;
D. To approve all allocations of Association and Student Fee monies;
E. To reverse any action taken by an officer of the Association by a two-thirds (2/3) vote of the entire Senate excluding vacant seats. The authority of the Senate granted herein shall be binding upon the membership of the Association, the officers, the Court, and upon organizations.

Section 6. Recall Senators

The following will be grounds for removal of a Senator:

A. The failure to maintain a 2.50 cumulative grade point average;
B. The failure to fulfill prescribed.
C. Others as specified in the Code of Conduct and outlined in the Bylaws.

If a Senator is charged with one or more of the grounds for removal, the Senate shall review said Senator's case, and may expel the Senator by a two-thirds (2/3) vote of the entire Senate, excluding vacant seats.

Section 7. Filling Vacant Seats

If for any reason a seat in the Senate is vacated, it shall be filled with an Association member appointed by the President of the Association. Appointees shall conform to rules as delineated in Section 2 of this Article. Said appointment is subject to two-thirds (2/3) ratification of the entire Senate, excluding vacant seats.

Section 8. Provision for Holdover Senators

At the second regular meeting of March, the Senate itself shall elect three (3) persons by a majority vote to be designated as Holdover Senators. These persons shall serve on the Senate as Senators at-large and are elected from Senate membership for the purpose of adding continuity. Those persons, once having accepted the nomination and having been elected, may not have the opportunity, under any conditions, to seek election to another position on the Senate in the same year in which they were elected as Holdover Senators. Only those Senators elected by the student body in the previous Senate election and who served the entire year shall be eligible for election by the Senate as Holdover Senator.

Section 9. Session of the Senate

The Senate shall automatically convene in regular weekly session during the official academic year (excluding periods of official recess). The sessions shall be at a regular time and place, the selection of which shall be considered a procedural matter. A senatorial quorum shall be defined as a simple majority of the total Senate.

If a senatorial quorum is not present at a regular session, the President may in good faith call a special session of the Senate after the convening of which the duties and authority of the Senate shall be vested in the President and those present until a senatorial quorum is present at a regular or special session of the Senate.

The President may call a special session of the Senate if they attempt in good faith to notify all Senators more than twenty-four (24) hours prior to the time set for the session.

Article V: The Supreme Court

Section 1. Composition

The Court shall be composed of two (2) full-time teaching faculty members appointed by the President of the University and five (5) student members appointed by the President of the Association and confirmed by two-thirds (2/3) of the entire Senate excluding vacant seats. The court shall elect annually a chairperson by a majority vote of the entire court.

Section 2. Qualifications for Appointment

Any faculty member shall be eligible for appointment to the Court. A student shall be eligible for appointment if the student is currently enrolled student as defined by the College or School in which and has a cumulative grade point average of 2.50. A student member shall be ineligible to serve or seek election or appointment to any other Association position while a member of the Court.

Section 3. Term of Appointment and Vacancies

The term of appointment shall be for three (3) years for faculty and two (2) years for student members. Terms shall be staggered so that one (1) faculty position and two (2) student positions will be filled each year. The appointive authority for the balance of the unexpired term shall fill any vacancy occurring before expiration of a term. A student member may be recalled by a two-thirds (2/3) vote of the entire Senate excluding vacancies.

No person shall serve on the court for more than two (2) consecutive terms. Members of the court who are serving a third or more consecutive term shall be allowed to complete that term but then become ineligible for an immediate further consecutive term.

Section 4. Jurisdiction

The Court shall have jurisdiction in cases arising from the Constitution, Statutes, and Bylaws of the Association. The Court shall hear appeals from Traffic Court, Parking Appeals, and Library Court of Appeals and shall render decisions in these cases.

The Court shall have the authority to render advisory opinions at the written request of the President of the Association, the Senate, or the Student Advocate of the Association. This Court is the final appeal court and all decisions are final.

Section 5. Court Rules and Procedures

The Court shall adopt appropriate rules and procedures for the hearing of cases within its jurisdiction, including rules respecting pleadings, trial procedures, and rights of parties and witnesses. Such rules and procedures shall be filed in the office of the Dean of Students and the Association's office and copies made available to students.

All minutes and written opinions involving the Association must be taken and filed with the Association office before the decision can take effect.

The right of parties before the court to have a spokesperson (example: family member or member of campus community) communicate directly with the court verbally, in writing, or in other manner on the parties' behalf shall not be infringed.

Section 6. Quorum

Five (5) members shall constitute a quorum, a majority of whom must be students, in any case before the Court; provided a case may be assigned to a single member for pre-trial conference for the purpose of identifying the issues and facts of law involved in the case. Any disposition based on a pre-trial conference shall be made a quorum of the Court.

Article VI: The Association's Statutes

The Association's Statutes are laws, which are specific in their terminology. They shall carry over from one Senate to the next, enduring until they are repealed.

The Senate shall have the authority to make Statutes pursuant to this Constitution, which shall be binding as prescribed in Article IV, Section 5.

A Statute may be passed only at a regular session of the Senate and may not be passed at the same session it is proposed. Providing that they have been accorded a first reading at a previous regular meeting of the Senate, Statutes and statutory amendments shall be deemed passed if they receive a simple majority of the vote at a regular Student session.

Statutes may be repealed only at a regular session of the Senate, by a majority of the entire Senate, or by a two-thirds (2/3) vote of the members present, if no notice has been given at a prior regular session, or by a majority of Senators present if such notice has been given. When a Statute is passed, amended, or repealed, by a majority vote of the Senate, the President of the Association shall deliver, within three (3) days, a written copy of the change in the Statute to the President of the University. The President of the University shall, within the next thirty (30) days review the proposed change in the Statute and pass or veto the change. If the President of the University does not notify the President of the Association of their decision, in writing, within the thirty (30) day period the Statute, amendment, or repeal shall officially take effect. If all provisions of this article are met for a particular Statute, that Statute shall constitute a binding agreement between the University and the Association.

The Senate Bylaws shall decide procedural matters of the Association's bodies not provided for herein.

Article VII: The Association Resolutions

Resolutions are formal expressions of the opinion, will or intent of the Senate. They shall remain in effect only during the term in which they are passed. The Senate shall have the authority to make resolutions pursuant to this Constitution.

A resolution shall be deemed passed if it receives a simple majority of the vote at any session of the Senate and if there is compliance with the other provisions of the Article.

Article VIII: Constitutional Amendments

This Constitution shall be deemed amended if any proposed amendment receives a simple majority of the votes cast at special election of the Association called for that purpose.

Said election may only be called by a two-thirds (2/3) majority vote of the entire Senate. The motion to call a special election may be proposed only at a regular session of the Senate and may not be passed at the same session.

The Senate must call said special election if it is presented with a petition signed by seven percent (7%) of the Association's members proposing a specific amendment.

An amendment to the Constitution submitted in a referendum shall become effective only upon receiving a positive vote in a referendum participated in by at least seven percent (7%) of the Association's membership.

Article IX: Bylaws of the Association

This Constitution shall be expanded by a body of Bylaws that relate to the operation of the Senate and are approved by a two-thirds (2/3) majority vote of all Senators.

A Bylaw may be passed only at a regular session of the Senate and may not be passed at the same session it is proposed.

No Bylaw may have the effect of altering or suspending the nature of the Constitution. All such measures are contradictory to the purposes of the Association and thereby void.

Article X: Association Funding Bills

Funding Bills are formal expressions of the will of the Senate regarding financial expenditures. No funds may be appropriated without a Funding Bill, unless otherwise provided for in the Constitution of the Association. Funding Bills may be passed only at a regular session of the Senate, and may not be passed at the same session at which it was proposed, unless it is deemed to be of a timely nature. A funding bill shall be deemed passed if it receives a simple majority vote of those Senators present and voting, unless otherwise specified by Statute.

Student Bill of Rights

Joint Statement on Rights and Freedoms of Students

Approved and Enacted by the Student Senate, by the Faculty Senate, and by the President of the University on 2012-08-08.

Preamble

All students of this University have a guaranteed safeguard for their rights as members of this association: these rights exist because they are held to be the means through which mankind achieves its greatest fulfillment. A bill of rights exists to prevent encroachment upon this freedom.

This relationship should be no less for the academic community which seeks to promote similar ideals and associations. Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility.

To ensure that all students of the academic community of Wichita State University have access to the opportunities for growth and learning, this enumeration of the safeguard is intended. To ensure that this freedom is not betrayed, safeguards are incorporated that protect its permanence and create a responsible attitude in the minds of the students enjoying this liberty.

Article I: Classroom Freedom

Section 1. Protection of Freedom of Expression

Students should be free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.

Section 2. Protection Against Improper Academic Evaluation

Students are responsible for maintaining standards for academic performance established for courses in which they are enrolled. At the same time, they should have protection against prejudiced or capricious academic evaluation. To provide this protection, the Court of Student Academic Appeals is empowered to review all cases of academic dispute that arise; request all information and witnesses necessary to render a decision; and have the final authority in all such cases.

Section 3. Protection Against Improper Disclosure

Information about student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisors, and counselors should be considered confidential according to the guidelines laid out in the Family Educational Rights and Privacy Act (FERPA). Protection against improper disclosure is a serious professional obligation. Judgment of ability and character may be provided under appropriate circumstances, but only with the knowledge and consent of the student.

Article II: Student Records

Section 1. Maintenance of Records

To minimize the risk of improper disclosure of student records, academic and disciplinary records shall be separate, except in rare cases, and the conditions of access to each shall be set forth in an explicit policy statement. Transcripts of academic records shall contain only information about academic status.

Section 2. Access to Student Records

Information from disciplinary or counseling files shall not be available to unauthorized persons on campus, or to any person off campus without the express consent of the student involved except under legal compulsion or in the cases where the safety of persons or property is involved in following with FERPA.

Section 3. Excluded Records

No records shall be kept which reflect the political activities or beliefs of students unless such information is of vital interest in Conduct Hearing records per the University Code of Conduct.

Section 4. Periodic Elimination of Records

Provision shall be made for periodic routine destruction of non-current disciplinary records according to the University's Records Retention Schedule policy. Administrative staff and faculty members must respect confidential information about students which they acquire in the course of their work.

Article III: Student Affairs

Section 1. Freedom of Association

Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the academic community. They should be free to organize and join associations to promote their common interests.

Clause 1. The membership, policies, and actions of a student organization will be determined by vote of only those students who hold bonafide membership on the college or university community.

Clause 2. Affiliation with an extramural organization does not of itself disqualify a student organization from institutional recognition.

Clause 3. If campus advisors are required, each organization shall be free to choose its own advisor. Campus advisors may advise organizations in the exercise of responsibility, but they do not have authority to control the policy of such organization.

Clause 4. Campus organizations, including those affiliated with an extramural organization, shall be open to all students without respect to race, creed, or national origin, except for religious qualification which may be required by organizations whose aims are primarily sectarian.

Clause 5. No officially recognized campus organization shall be deprived of that recognition for reasons other than violations of the criteria set forth in the preceding five clauses, or criteria established by Student Government Association Statutes.

Section 2. Freedom of Inquiry and Expression

Clause 1. Students and student organizations shall be free to examine and to discuss all questions of interest to them, and to express opinions publicly and privately. They shall be free to support causes by orderly means which do not disrupt the regular and essential operations of the University. At the same time, it must be made clear to the academic and the larger community that in their public expressions or demonstrations students or student organizations speak for themselves.

Clause 2. Students shall be allowed to invite and to hear any person of their own choosing. Those routine procedures required by the University before a guest speaker is invited to appear on campus shall be designated only to ensure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. University control of campus facilities shall not be used as a device of censorship. It must be made clear to the academic and larger community that sponsorship of quest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the University.

Section 3. Student Participation in University Government

As constituents of the academic community, students shall be free, individually and collectively, to express their views on issues of University policy and on matters of general interest of the student body; and this right participation shall be outlined by the Wichita State University Student Code of Conduct.

Section 4. Freedom of Student Communications

Clause 1. The student press and radio shall be free of censorship and advance approval of copy.

Clause 2. Editors and managers of student communications shall be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content. Only for proper and stated causes shall editors and managers be subject to removal. The agency responsible for the appointment of editors and managers shall be the agency responsible for their removal, such action subject to the Vice President of Student Affairs' ratification.

Clause 3. All University published and financed student communications shall explicitly state on the editorial page or in broadcast that the opinions that are expressed by them are not necessarily those of the college, University, or student body.

Clause 4. For the expression of contrary views, equal time and space should be allowed for those wishing to express their views according to the Code of Conduct and Policies and Procedures manual of the University.

Clause 5. A student or student organization has the right to publish and distribute written materials on campus without the approval of the administration; further, the administration shall make no effort to suppress such publication unless their distributions disrupt the regular and essential operations of the University. The student press and radio shall be free of censorship and prior approval of copy, except that radio station and University rules and policies concerning radio operations shall comply with all applicable federal statutes, rules, and regulations.

Article IV: Student Citizenship

Section 1. Exercise of Rights of Citizenship

College and university students are both citizens and members of the academic community. As citizens, students shall enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy and as members of the academic community, they are subject to the obligations which accrue to them by virtue of this membership.

Section 2. Faculty and Administration Restraint

Faculty members and administrative officials should ensure that University powers are not employed to inhibit such intellectual and personal development of students as is often promoted by their exercise of the rights of citizenship both on and off campus.

Section 3. University Penalties

Students who violate the law may incur penalties prescribed by civil authorities. Only where the University's interests as an academic community are distinctly and clearly involved should the special authority of the institution be asserted.

Section 4. Incidental Violations

The student who incidentally violates University regulations in the course of his off campus activity shall be subject to no greater penalty than should normally be imposed. Institutional action shall be independent of community pressure.

Article V: Procedural Standards in Disciplinary Proceedings

Section 1. Standards of Conduct Expected of Students

Wichita State University has an obligation to clarify those standards of behavior which it considers essential to its educational mission and its community life. Disciplinary proceedings shall be instituted only for violations of the University's Student Code of Conduct.

Section 2. Investigation of Student Conduct

Students detected or arrested in the course of serious violations of University regulations, or infractions of ordinary law, should be informed of their rights. No form of harassment should be used by University representatives to coerce admissions of guilt or information about conduct of other suspected persons.

Section 3. Status of Student Pending Final Action

Pending action on the charges, the status of a student shall not be altered, or his rights to be present on the campus and to attend classes suspended, except for reasons delineated in the Student Code of Conduct such as those relating to his physical or emotional safety and well-being, or for reasons relating to the safety and well-being of students, faculty, or University property.

Amended from the Student Bill of Rights previously approved and enacted in 04-1968 and on 2000-05-04.

Bylaws

Approved and Enacted by the Student Senate and by the President of the University on 2018-08-31.

Article I: The Senate

Section 1. Senate Meetings

1.1 The Senate shall meet each Wednesday that classes are in session during the fall and spring semesters.

1.1.1 Senate meetings shall begin at 6:30 pm unless an alternate schedule is announced at least 24 hours in advance.

1.1.2 Senate meetings shall adjourn by 9:30 pm unless the meeting is extended by a two-thirds majority vote of the Senate.

1.2 If present, the Vice President shall serve as Chairperson of the Senate unless that individual has a conflict of interest regarding the specific piece of business being discussed by the Senate.

1.2.1 If present, the Chief of Operations shall serve as Chairperson should the Vice President be absent or have a conflict of interest regarding the specific piece of business being discussed by the Senate unless that individual also has a conflict of interest.

1.2.2 Should both the Vice President and the Chief of Operations be absent or have a conflict of interest regarding the specific piece of business being discussed by the Senate, the Senate shall nominate one of their own to serve as Chairperson for the current piece of legislation, confirming said nomination with a two-thirds (2/3) majority vote.

1.3 The latest edition of *Robert's Rules of Order, Newly Revised* shall be the official standard of parliamentary procedure for Senate meetings for all situations not specifically addressed in the Constitution, Bylaws, or Statutes.

1.3.1 Definition of quorum and voting standards:

1.3.1.1 A quorum shall be at least 50 percent of the total number of installed Senators.

1.3.1.2 A simple majority vote shall be more than 50 percent of Senators present and voting.

1.3.1.3 A two-thirds majority vote shall be at least 66.6 percent of Senators present and voting.

1.3.1.4 A two-thirds vote of the entire Senate, when stated in the Constitution, Bylaws and Statutes, shall be at least 66.6 percent of the total number of installed Senators.

1.3.2 Speaking, voting, and procedural rights for Senate meetings:

1.3.2.1 The Chairperson of the Senate shall retain speaking, procedural, and voting rights.

1.3.2.1.1 The Chairperson may establish a seating arrangement for the Senate meeting.

1.3.2.1.2 The Chairperson may appoint an acting parliamentarian for the Senate meeting.

1.3.2.1.3 The Chairperson may, at their own discretion, determine the method for any particular vote.

1.3.2.1.4 The Chairperson may, at their own discretion, declare the Senate to be recessed for no more than 30 minutes.

1.3.2.1.5 The Chairperson may, at their own discretion, remove any or all individuals gathered in the gallery.

1.3.2.1.6 The Chairperson may, at their own discretion, recruit whatever aid one may need in making or implementing any decision.

1.3.2.1.7 The Senate may overturn any decision of the Chairperson with a two-thirds majority vote.

1.3.2.2 The President of the Association shall retain speaking and procedural rights, but may under no circumstances retain voting rights.

1.3.2.3 The members of the Cabinet, the Student Advocate, and other Association appointees shall retain speaking and procedural rights, but under no circumstances retain voting rights unless that individual is currently serving as the Chairperson.

1.3.2.4 The Association's advisors shall retain speaking rights, but may under no circumstances retain procedural or voting rights.

1.3.2.5 Any individual in the gallery shall retain speaking rights for any piece of business which pertains to the individual directly, but under no circumstances shall retain procedural or voting rights.

1.3.2.6 Emeritus shall be given as a permanent status to honor and recognize the accomplishments of significantly dedicated individuals who have served in Student Government and Student Senate.

1.3.2.6.1 Any individual with emeritus status shall retain speaking rights but may under no circumstances retain procedural or voting rights.

1.3.3 Speeches on procedural motions:

1.3.3.1 A maximum of two speeches shall be allowed in favor of and two speeches opposed to a motion to end debate.

1.3.3.2 A maximum of two speeches shall be allowed opposed to moving the previous question.

1.4 The Chairperson of the Senate shall be responsible for setting the agenda for the meeting.

1.4.1 At each regularly scheduled Senate meeting, a portion of the agenda shall be designated as Public Forum.

1.4.1.1 Any member of the University community in the gallery shall have the right to address the Senate during Public Forum.

1.4.1.2 Individuals from outside the University community in the gallery may address the Senate during Public Forum with the prior permission of the Chairperson.

1.4.2 The Treasurer may request that the Chairperson place a funding bill on the agenda for a First Read.

1.4.2.1 Funding bills shall be placed on the agenda under New Business.

1.4.2.2 The Treasurer shall be responsible for reading the Funding bill and answering any questions regarding its content.

1.4.2.3 Funding bills may not be acted on at the same Senate meeting in which they are presented for a First Read unless they are decided to be of a timely nature according to the procedures outlined in S027 or S029.

1.4.2.4 After the First Read, a funding bill shall be placed on the agenda for the next Senate meeting under Unfinished Business.

1.4.3 Any member of the Association may request that the Chairperson place a resolution on the agenda.

1.4.3.1 All student enrolled in the University are members of the Association as outlined in Constitution Article I, Section 2.

1.4.3.1 Resolutions shall be placed on the agenda under New Business.

1.4.3.2 The author of any resolution shall be responsible for reading the resolution and answering any questions regarding its content.

1.4.3.3 Any resolution presented by a member of the University community who is not a Senator must be sponsored by at least one Senator.

1.4.3.4 A resolution may be acted on at the same Senate meeting in which it is presented.

1.4.4 Any Senator, Executive Officer, or member of the Cabinet may request that the Chairperson place any other form of legislation (e.g. a Statute, amendment to the Constitution, or amendment to the Bylaws or a Statute) on the agenda for a First Read.

1.4.4.1 Such legislation shall be placed on the agenda under New Business.

1.4.4.2 The author of any such legislation shall be responsible for reading the legislation and answering any questions regarding its content.

1.4.4.3 Such legislation may not be acted on at the same Senate meeting in which it is presented for a First Read.

1.4.4.4 After the First Read, such legislation shall be placed on the agenda for the next Senate meeting under Unfinished Business.

1.4.5 Unfinished agenda items excluding resolutions and funding bills shall be placed on the agenda for the next Senate meeting under Unfinished Business.

1.5 The Vice President may, with the approval of the President, call one or more pieces of business to an email vote.

1.5.1 An email vote may only be called at such a time when the next regularly scheduled Senate meeting is at least two weeks away.

1.5.2 An email vote may only be called to handle the vote of the following:

1.5.2.1 A funding bill which has been deemed to be of timely nature

1.5.2.2 A Senate bill which appoints an individual to a position

1.5.2.3 Any Senate bill which has already been given a first read at a previous Senate meeting

1.5.2.4 A motion made by a Senator to remove a piece of business from an email vote as outlined in section 1.5.6

1.5.3 Upon calling an email vote, the Vice President shall send out an email to each member of the Senate. This email shall announce the vote, list which legislation shall be voted upon, provide instructions for how to vote, and provide a deadline for when a response to the email vote is due.

1.5.4 Senators shall have 24 hours following the initial email to make their responses.

1.5.5 Senators shall, in their response, respond to each piece of business by either voting in favor of or against the business.

1.5.6 Senators may also make a motion in their response requesting that a certain piece of business be taken off the email vote and instead voted on at the next Senate meeting.

1.5.6.1 If such a motion is made, the Vice President shall postpone the vote on the business in question and shall instead call to order a separate email vote in which the motion is the piece of business to be voted on.

1.5.6.2 This separate email vote shall operate using the same rules as any other email vote, except that a motion cannot be made to remove the motion from this separate vote.

1.5.6.3 The Vice President shall, in calling the separate vote, make it clear to the Senate that a vote in affirmation of the motion is a vote in favor of postponing the business in question to the next Senate meeting, and a vote in negation of the motion is a vote in favor of keeping the business in question on an email vote.

1.5.6.4 If the motion is passed by the Senate, the business in question shall be added to the agenda of the next Senate meeting and cannot be brought to an email vote again. If the motion is failed by the Senate, the business in question shall be added once again to an email vote, restarting the 24 hour response deadline, and a motion requesting the removal of the business from the email vote shall no longer be allowed.

1.5.7 At the end of the 24 hour voting period the Vice President shall count the submitted email votes. A quorum of votes is needed for the vote to be considered legitimate. If no quorum is met, the vote cannot be put to an email vote again.

1.5.8 If a piece of business is passed or failed by the Senate, the business shall be treated as if it were to be passed or failed at a regular Senate meeting.

1.5.9 The Vice President shall announce the results of any email vote in an email sent out to all Senators.

Section 2. Duties of the Senators

2.1 Each Senator shall be responsible to fulfill the following duties:

2.1.1 To fulfill all expectations of the Office of Senator listed in the Constitution;

2.1.2 To serve a term of office of one year that shall commence two weeks after official election results are announced;

2.1.3 To attend all Senate meetings, including presence at opening and closing roll call and any votes held;

2.1.3.1 Three (3) unexcused absences from meetings will subject a Senator to Senate Review Board as outlined in S061

2.1.3.2 Submission for an excused absence must be made 24 hours in advance and approved by the Vice President through the Association's chosen organization management software unless otherwise discussed with the Vice President

2.1.3.3 If the Vice President does not respond to an excuse submission within 24 hours of receipt, the submission is automatically approved

2.1.4 To attend all meetings of the committees to which the Senator has been appointed, including presence at opening and closing roll and any votes held;

2.1.4.1 Student representatives appointed by Student Government Association to University Committees must submit a written report to, and meet with, the President of the Association after all their respective University Committee meetings

2.1.5 To make a good faith effort to schedule and participate in meetings with one's respective academic dean of the college in which one is enrolled;

2.1.5.1 There shall be a minimum of 2 meetings per semester.

2.1.5.2 Meetings are encouraged to be organized as a group of all Senators from their respective college.

2.1.5.3 Meetings must be a minimum of thirty (30) minutes in length.

2.1.6 To attend a limited number of mandatory events as directed by the President of the Association;

2.1.7 To comply with the Association's dress code as outlined in Article III, Section 3 of the Bylaws;

2.1.8 To maintain two (2) working hours per week, when classes are in session, for the benefit of the Association as directed by the Chairperson of one's committee or the Vice President.

2.1.8.1 Failure to participate in two (2) working hours will subject a Senator to Senate Review Board as outlined in S061

2.1.8.2 Working hours must be submitted through the Association's chosen organization management software by the Wednesday following assignment by 11:59 p.m.

2.1.8.3 If a Senator for some reason cannot perform the assigned working hours, the Senator must make the Vice President aware 24 hours in advance and have it approved by the Vice President through the Association's chosen organization management software unless otherwise discussed with the Vice President.

2.1.8.4 If the Vice President does not respond to an excuse submission within 24 hours of receipt, the submission is automatically approved

2.1.9 To complete University offered trainings in accordance with Article III, Section 6 of the Bylaws

2.2 The Vice President shall monitor and maintain records of the fulfillment of these duties.

2.2.1 The Vice President may, at their discretion, temporarily excuse a Senator's failure to fulfill any of these duties upon receipt of a written request submitted within one week of the failure to fulfill any duty.

2.2.2 Should the Vice President reject such a request, the Senator may appeal the decision in writing to the President.

2.2.3 Points for completion of office hours and participation in additional programming for the benefit of the Association shall be tracked according to timesheets submitted through the Association's chosen organization management software.

2.3 A Senator may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

Article II: Elected and Appointed Officials and Committees

Section 1. Duties of the Executive Officers

1.1 The Executive Officers of the Association shall be the President, Vice President, and Treasurer.

1.2 The President of the Association shall be responsible to fulfill the following duties:

1.2.1 To fulfill all expectations of the Office of the President of the Association listed in the Constitution;

1.2.2 To appoint the Court Justices as provided for in Article V, Section 1;

1.2.3 To appoint Association members to positions in pursuit of purpose of the Association, subject to ratification by a majority vote of the Senate, unless otherwise specified;

1.2.4 To recommend to the Senate any policy, which the individual considers to be in pursuit and expedient of the purposes of the Association;

1.2.5 To call any special sessions of the Senate according to the expectations of Article IV, Section 9 of the Constitution;

1.2.6 To assume a term of office for one year that shall commence two weeks after official election results are announced;

1.2.7 To create or dissolve executive committees to aid in the fulfillment of the position's duties;

1.2.8 To attend meetings of the Kansas Board of Regents and the Students' Advisory Committee as the Association's delegate;

1.2.9 To request that the President of the University convene a meeting of the Coordinating Council;

1.2.10 To maintain 20 to 30 working hours per week during one's term including when classes are not in session, except on days when University offices are closed, in addition to Senate meetings;

1.2.11 To serve as Chairperson of official Cabinet Meetings;

1.2.12 The President may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

1.3 The Vice President of the Association shall be responsible to fulfill the following duties:

1.3.1 To fulfill all expectations of the Office of the Vice President of the Association listed in the Constitution;

1.3.2 To assume a term of office for one year that shall commence two weeks after official election results are announced;

1.3.3 To serve as President and Chairperson of the Senate according to Article I, Section 1, paragraph 1.2 of the Bylaws;

1.3.4 To assist the President in the collection and review of applications, interviews, and making selections for appointment to any vacant Association position;

1.3.5 To maintain a current roster including the names and contact information for all elected or appointed officials of the Association;

1.3.6 To supervise the activities of the Senate Committees and the fulfillment of the Senators' duties;

1.3.7 To recommend to the Senate any policy or action which they believe expedient in improving the internal operation of the Senate and the Association's office;

1.3.8 To maintain 20 to 30 working hours per week during one's term including when classes are not in session, except on days when University offices are closed, including Senate meetings;

1.3.9 To monitor the progress of ongoing initiatives and projects of executive and legislative branches of the association;

1.3.10 To hold accountable those official projects and initiatives of the executive and legislative branches of the association;

1.3.11 The Vice President may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

1.4 The Treasurer of the Association shall be responsible to fulfill the following duties:

1.4.1 To fulfill all expectations of the Office of the Treasurer of the Association listed in the Constitution;

1.4.2 To assume a term of office for thirteen and one half (13 ½) months that shall commence June 1st;

1.4.3 To execute all financial transactions of the Association in compliance with the Association's budget;

1.4.4 To submit the Association's budget to the Senate for approval at least once per fiscal year;

1.4.5 To ensure that all contracts to which the Association or any organization recognized according to the regulations and procedures outlined in S002 is party to or executed according to University policy;

1.4.6 To serve as the Chairperson of the Budget and Finance Committee;

1.4.7 To maintain 20 to 30 working hours per week during one's term including when classes are not in session, except on days when University offices are closed, in addition to Senate meetings;

1.4.8 To aid the Office Manager in the management and supervision of internal supply use;

1.4.9 The Treasurer may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

Section 2. The Association's Cabinet

2.1 The Association's Cabinet shall serve to advise and assist the President in the execution of the will of the Senate and the members of the Association and to communicate the activities of the Executive Branch to the Senate.

2.1.1 The Cabinet shall be composed of the Vice President, the Treasurer, the Chief of Operations, and the Director of Public Relations

2.1.2 The Cabinet may develop its own rules and procedures provided that they are consistent with the Constitution, Bylaws, and Statutes.

2.2 General duties of Cabinet members

2.2.1 The incoming President, Cabinet members, and Student Advocate shall be required to complete University offered trainings in accordance with Article III, Section 6 of the Bylaws

2.3 Chief of Operations

2.3.3 The Chief of Operations shall maintain order and function within the Offices of the Association through the following duties:

2.3.3.1 To serve as the President's designee and proxy to any meetings the President is unable to attend;

2.3.3.2 To oversee and execute the codification, collection, publication, and distribution of the Legislative Journal according to the procedure outlined in S023;

2.3.3.3 To maintain an operational knowledge and understanding of the Constitution, Bylaws, and Statutes, both current and historical, and to provide this insight to the members of the Association and University Community;

2.3.3.4 To facilitate effective communication between the Cabinet and Senate Committees or individuals working on official Association projects and initiatives;

2.3.3.5 To oversee and aid in the coordination of activities sponsored by official committees of the Association by serving as a non-active member of the committee;

2.3.3.6 To make superficial grammatical, formatting, and linguistic corrections to the Bylaws, Statutes, and any legislation provided that such corrections in no way alter their intent or application and report them to the Senate at the next meeting;

2.3.3.7 To assist Senators, committee members of the Association, and individual students in the drafting and publication of legislation for presentation to the Senate;

2.3.3.8 To distribute any legislation passed by the Senate to any party mentioned specifically in that legislation and to any other concerned parties;

2.3.3.9 To oversee the preservation and distribution of all public records of the Association and to make preliminary determinations regarding any open records requests to the Association, with denied requests being appealed automatically to the President;

2.3.3.10 To record all official action by the Executives and Cabinet and, together with official office memos, submit the records to be added to the journal each year;

2.3.3.11 To facilitate the maintenance and creation of transition guides for each paid position;

2.3.3.12 To coordinate all Association efforts for increasing student civic engagement and participation in governmental processes;

2.3.3.13 To report to the Senate at each meeting on legislation and public affairs relevant to higher education in the State of Kansas;

2.3.3.14 To serve as Chairperson of the Senate in the case that the Vice President has a conflict of interest or in the Vice President's absence;

2.3.3.15 To assume the role of Interim Vice President of the Association should the position of the Vice President become vacant until a new Vice President can be appointed according to the procedure outlined in S034;

2.3.3.16 To maintain 25 working hours per week, in addition to attending Senate meetings, including Senate meetings.

2.3.4 The Chief of Operations may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

2.4 The Director of Public Relations

2.4.1 The Director of Public Relations shall serve a term no longer than one year ending at the last regularly scheduled Senate meeting of the session to which they are appointed.

2.4.2 The Director of Public Relations shall be responsible to fulfill the following duties:

2.4.2.1 To manage the public relations efforts of the Association including the following:

2.4.2.1.1 The Association's online and social media presence;

2.4.2.1.2 The advertisement of services and programming sponsored by the Association;

2.4.2.1.3 The issuing and distribution of press releases regarding the activities of the Association;

2.4.2.2 To report at each Senate meeting on the Association's public relations efforts;

2.4.2.3 To record minutes of each official Cabinet and Senate meeting and to upload these to the Association's chosen student organization management system, which shall be uploaded no later than thirty (30) days after each meeting;

2.4.2.4 To advertise on the Association's online and social media presence, in the Shocker Blast, and in any other appropriate media outlet any vacancies in Association positions at least one business week prior to an appointment to a vacant position;

2.4.2.5 To chair the Association Scholarship Committee as outlined in Article II Section 4 of the Bylaws;

2.4.2.6 To plan and execute the Association's annual banquet at the end of the Spring semester;

2.4.2.7 To complete any assignment as directed by the President and the Vice President;

2.4.2.8 To maintain 20 working hours per week, during one's term including when classes are not in session, except on days when University offices are closed, including Senate meetings;

2.4.4 The Director of Public Relations may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S034.

Section 3. Standing Committees of the Senate

3.1 The Standing Committees of the Senate shall research, report, and make recommendations to the Senate regarding action related to their respective areas of responsibility and undertake other efforts as decided by the Senate.

3.1.1 The Budget and Finance Committee shall be responsible for hearing and making recommendations to the Senate on funding requests from students and organizations recognized per S002 according to the procedure outlined in S027.

3.1.2 The Organization Outreach Committee shall be responsible to fulfill the following duties:

3.1.2.1 To represent the interests of student organizations and facilitate communication by acting as liaison between student organizations, Student Government, and Student Involvement;

3.1.2.2 To reach out to student organizations, through visits and other efforts, to inform said organizations of the resources available to them through Student Government and Student Involvement;

3.1.2.3 To identify institutional issues and long-term interests of student organizations with the objective of creating a more efficient climate for organizations to operate and grow;

3.1.2.4 To review organization's request for recognition and attend relevant meetings with Student Involvement;

3.1.2.5 To make recommendations to the Senate on the applications for recognition submitted by organizations according to the procedures outlined in S002;

3.1.2.6 To promote synergies among students with the purpose of starting new organizations that creates a better sense of community on campus and provide opportunities of professional development;

3.1.2.7 To host a minimum of two trainings and workshops each academic year geared towards student organizations;

3.1.2.8 To create initiatives, projects, or events that are geared towards helping organizations grow and accomplish their organizational goals;

3.1.2.9 To reach out to organizations, through visits and other efforts, to make the aware of the requirements to achieve and maintain registered status.

3.1.3 The Academics Committee shall be responsible for the following:

3.1.3.1 To hear and make recommendations to the Senate and Student Advocate on actions to address issues of the Academic nature;

3.1.3.2 To represent the students and address all academic concerns of Wichita State University; to monitor the actions of the faculty senate;

3.1.3.3 To serve as the liaison between undergraduate students, provost's office, and

academic deans at least once a month.

3.1.4 The Safety and Student Services Committee shall be responsible for the following:

3.1.5.1 To identify the services that are available on campus and for pushing that information out to students;

3.1.5.2 To research the needs of students and what services could be implemented that would assist the student populations;

3.1.5.3 To work on safety initiatives and cultivating a relationship with the University Police Department to move forward with efforts;

3.1.5.4 To speak with student groups about the issues that are presented to them and working to solve those issues.

3.1.5 The Shocker Support Locker Committee shall be responsible for the following:

3.1.5.1 To coordinate efforts that will improve the Support Locker in its entirety;

3.1.5.2 To work with the Association's Vice President on the stocking of items in the Support Locker;

3.1.5.3 To identify the necessities of students and work to supply the Support Locker with the needs;

3.1.5.4 To work with the Director of Public Relations on efforts to publicize the mission, needs, and purpose of the Support Locker.

3.1.6 The Diversity Task Force shall be responsible for the following:

3.1.6.1 To advocate on behalf of the needs of underrepresented students at Wichita State University by working with diverse populations, campus organizations, administration, and the Senate to champion the needs of minority students;

3.1.6.2 To meet with student organizations serving underrepresented student populations to assess their organizational needs of the University;

3.1.6.3 To perform assessments of issues facing students regarding diversity, inclusion, and equity;

3.1.6.4 To review enrollment data trends targeted towards minority students;

3.1.6.5 To develop recommendations for improving university policies, practices and programming regarding diversity, inclusion and equity for the campus community;

3.1.6.6 To discover social inequality issues on campus and provide proposals on how to effectively solve the issues;

3.1.6.7 To work with the Tilford commission and Office of Diversity and Inclusion to enhance programming of public dialogue about racial equality, diversity, and other topics critical to the future;

3.1.6.8 To designate a student representative for the President's Diversity Council.

3.2 The Chairpersons of all Standing Committees of the Senate shall be responsible to fulfill the following duties:

3.2.1 To preside over all their committee meetings;

3.2.2 To coordinate the overall performance of their committee;

3.2.3 To designate a recorder of the minutes for their committee meetings;

3.2.4 To act as the liaison between their committee and the Senate;

3.2.5 To report all pertinent committee activities to the Vice President;

3.2.6 To disseminate information to the Senate concerning the actions or business of their committee;

3.2.7 To act as the primary spokesperson for their committee;

3.2.8 To advise and consult the Association's Cabinet in formulation of policy or legislation;

3.2.9 To maintain 10 working hours per week, in addition to attending Senate and their own committee meetings;

3.2.10 The Chairperson of any Standing Committee of the Senate may be sanctioned or removed for failure to maintain eligibility for office or to fulfill any of these duties according to the procedure outlined in S061.

3.3 Any member of the Association shall be eligible to serve on any of these Senate Committees as full, voting members and shall be appointed according to the procedure outlined in S034.

3.3.1 Unless otherwise noted, each Senate Committee shall have a Senator as its Chairperson, appointed according to the procedure outlined in S034 and compensated according to S062.

3.3.1.1 The Treasurer shall serve as the Chairperson of the Budget and Finance Committee.

3.3.2 Unless otherwise noted, the number of Senators on the committee or subcommittee will be at the discretion Chairperson.

3.3.2.1 The Budget and Finance Committee shall consist of at least four Senators plus the Treasurer.

3.3.2.2 The Organizational Outreach Committee shall consist of at least four Senators including the Chairperson.

3.3.3 Unless otherwise noted, each Senate Committee shall consist of no more than 20 members including the Chairperson.

3.3.3.1 The Budget and Finance Committee shall consist of no more than seven members plus the Treasurer.

3.3.3.2 The Organizational Outreach Committee shall consist of no more than eight members including the Chair.

3.3.4 When a piece of business is sent to any of the Senate Committees, the original author(s) and sponsor(s) of the related legislation shall serve as a nonvoting, *ex officio* member of that committee for the duration of its discussion.

3.4 The Senate Committees shall be accountable to the Senate for their activities and exercise of their duties.

3.4.1 At each Senate meeting, the Chairpersons of the Senate Committees shall report on the activities of their respective committees.

3.5 The Senate Committees may not take any decision or hold any vote, including votes by general consent, without a quorum consisting of 50 percent of the entire committee present.

3.6 Nothing in these Bylaws shall be construed to allow any of the Senate Committees to amend legislation, to prevent its presentation to the entire Senate, or to unduly delay its consideration by the Senate.

Section 4. Standing Committees of the Association

4.1 The Election Commission

4.1.1 The Election Commission shall consist of the following:

4.1.1.1 The Chief Election Commissioner, serving as the Chairperson;

4.1.1.1.1 The Chief Election Commissioner shall be responsible to fulfill the following duties:

4.1.1.1.1.1 To administer any election according to the procedure outlined in S003 in a manner that is fair and equitable to all candidates and political parties competing in the election;

4.1.1.1.1.2 To submit a written report on each election containing the complete details of all decisions and actions of the Election Commission, election results, and any financial information;

4.1.1.1.1.3 To make available to members of the Association, including any candidates, for two weeks after the election a means for submitting suggestions or complaints regarding the election;

4.1.1.1.1.4 To execute all decisions of the Election Commission;

4.1.1.1.1.5 To maintain a written record of all decisions of the Election Commission and submit a copy to the Senate and to the Vice President of Student Affairs;

4.1.1.1.1.6 To coordinate a debate between candidates for office held on campus.

4.1.1.1.2 The Chief Election Commissioner may be removed for failure to maintain eligibility for office, to maintain strict neutrality with regard to the outcome of any election, or to fulfill any of these duties according to the procedure outlined in S061.

4.1.1.2 Six Election Commissioners, who are students not serving in any elected or appointed position within the Association, appointed according to the procedure outlined in S034;

4.1.1.2.1 The Chief Election Commissioner shall be selected from the six commissioners by two-thirds majority vote.

4.1.1.3 Two students not serving in any elected or appointed position within the Association designated by the Vice President of Student Affairs serving as non-voting, *ex-officio* Election Observers;

4.1.1.4 One faculty member appointed by the Faculty Senate, serving as a non-voting, *ex officio* Election Observer.

4.1.2 The Election Commission shall be responsible to fulfill the following duties:

4.1.2.1 To assist the Chief Election Commissioner in administering any election according to the procedure outlined in S003 in a manner that is fair and equitable to all candidates and tickets competing in the election;

4.1.2.2 To maintain strict neutrality with regard to the outcome of any election;

4.1.2.3 To make every effort to advertise broadly the date and time of any election; to educate the members of the Association regarding the candidates, the contents of any Constitutional Amendments or referenda, and the regulations and procedures governing elections; and to encourage and facilitate widespread and active participation in any election;

4.1.2.4 To enforce all regulations outlined in S003 according to the procedures outlined in that Statute.

4.1.3 A member of the Election Commission may be sanctioned or removed for failure to maintain eligibility for office, to maintain strict neutrality with regard to the outcome of any election, or to fulfill any of these duties according to the procedure outlined in S061.

4.2 The Student Fees Committee

4.2.1 The Student Fees Committee shall consist of the following:

4.2.1.1 The Vice President of Student Affairs, serving as the Chairperson;

4.2.1.2 The Vice President for Finance and Administration or a designee;

4.2.1.3 The President of the Association;

4.2.1.4 The Treasurer of the Association;

4.2.1.5 Three students appointed according to the procedure outlined in S034 at least one week prior to the first Student Fees Committee meeting;

4.2.1.6 The Associate Vice President for Finance and Administration and Director of Budgets, serving as a nonvoting, *ex officio* member.

4.2.2 The Student Fees Committee shall be responsible for hearing and making recommendations to the Senate on the distribution of student fees money according to the procedure outlined in S029.

4.2.3 The student members of the Student Fees Committee may be sanctioned or removed for failure to fulfill any of these duties according to the procedure outlined in S061.

4.3 The Educational Opportunity Fund Committee

4.3.1 The Educational Opportunity Fund Committee shall consist of the following:

4.3.1.1 The President of the Association, serving as the Chairperson;

4.3.1.2 The Treasurer of the Association;

4.3.1.3 The Vice President of Student Affairs;

4.3.1.4 The Director of Financial Aid or a designee;

4.3.1.5 Four students appointed according to the procedure outlined in S034 at least two week prior to the first Educational Opportunity Fund Committee meeting;

4.3.1.6 The Vice President for Finance and Administration or a designee, serving as a nonvoting, *ex officio* member;

4.3.1.7 The Associate Vice President for Finance and Administration and Director of Budgets, serving as a nonvoting, *ex officio* member.

4.3.2 The Educational Opportunity Fund Committee shall be responsible for hearing and making recommendations to the Senate on the distribution of student fees money designated for the Educational Opportunity Fund according to the procedure outlined in S072.

4.3.3 The Educational Opportunity Fund Committee may not take any decision or hold any vote, including votes by general consent, without a quorum consisting of four members, a majority of whom must be student members, present.

4.3.4 The student members of the Educational Opportunity Fund Committee may be sanctioned or removed for failure to fulfill any of these duties according to the procedure outlined in S061.

4.4 The Child Development Center Advisory Board

4.4.1 The Child Development Center Advisory Board shall consist of the following:

4.4.1.1 The Vice President of Student Affairs, serving as the Chairperson and voting only in the case of a tie;

4.4.1.2 The Child Development Center Lead Teacher, appointed by the Director of the Child Development Center, serving a term of two years;

4.4.1.3 One parent who has benefited from the sliding fee scale, selected by the Director of the Child Development Center, serving a term of two years;

4.4.1.4 One faculty member from the Early Childhood Development Curriculum and Instruction department, selected by the Vice President of Student Affairs, serving a term of two years;

4.4.1.5 One student appointed according to the procedure outlined in S034;

4.4.1.6 The Director of the Child Development Center, serving as a nonvoting, *ex officio* member.

4.4.2 The Child Development Center Advisory Board shall be responsible to meet at least once per semester to review, develop, and establish the Child Development Center's policies and programs and consult on its budgets for the benefit of the University community and to approve the Child Development Center's funding request at least two weeks before its submission to the Student Fees Committee.

4.4.3 The student members of the Child Development Center Advisory Board may be sanctioned or removed for failure to fulfill any of these duties according to the procedure outlined in S061.

4.5 The Association Scholarship Committee

4.5.1 The Association Scholarship Committee shall consist of the following:

4.5.1.1 The Director of Public Relations serving as the Chairperson;

4.5.1.2 The Treasurer of the Association;

4.5.1.3 Three students appointed according to the procedure outlined in S034;

4.5.1.4 The Vice President of Student Affairs or a designee, serving as a non-voting member; and

4.5.1.5 The Association's Office Manager, serving as a non-voting member.

4.5.2 The Association Scholarship Committee shall be responsible to oversee and award all scholarships and scholarships funds, unless specifically stated otherwise, according to the procedure outlined in S103.

4.6 The Senate Review Board

4.6.1 The Senate Review Board shall consist of the following:

4.6.1.1 The President of the Association, serving as the Chairperson;

4.6.1.2 The Vice President of the Association;

4.6.1.3 The Chairpersons of each of the Senate Committees;

4.6.1.4 The Vice President of Student Affairs or a designee, serving as a nonvoting, *ex officio* member.

4.6.2 In any case reviewing the performance of any member of the Senate Review Board or if a member of the Senate Review Board is the complainant, that member shall be recused from the case.

4.6.2.1 Should any member of the Senate Review Board be recused from a case, an alternate appointed according to the procedure outlined in S034 shall serve on the Senate Review Board in the recused member's place.

4.6.2.2 Should the President of the Association be recused from a case, the Senate Review Board shall elect a Chairperson for the case from its membership by a simple majority vote.

4.6.3 The Senate Review Board shall be responsible to fulfill the following duties:

4.6.3.1 To monitor and enforce eligibility standards, duties, and standards for ethical conduct of the Association's elected and appointed officials, any student member of an Association committee, and any employees of the Association;

4.6.3.3 To hear and make decisions on any complaints regarding the eligibility standards, fulfillment of duties, and ethical standards of conduct and to decide any action regarding any violations;

4.6.3.4 To maintain strict fairness in any hearing or deliberation and ensure that each party's due process rights are protected;

4.6.3.5 To apply all requirements, expectations, and standards and decide any action in a consistent, uniform, and measured manner;

4.6.3.6 To recommend any sanction other than imposing a probationary status or removal to the Senate for approval and enactment or rejection;

4.6.3.7 To recommend the removal of any appointed official of the Association to the Senate for approval and enactment or rejection;

4.6.3.8 To recommend the removal of any elected official of the Association to the Court for approval and enactment or rejection.

4.6.4 The Senate Review Board may only consider complaints or documentation directly related an individual's performance in their role as an elected or appointed official of the Association, any student member of an Association committee, or any employee of the Association.

4.6.5 The Senate Review Board may not consider any complaint or decide any action regarding any behavior or activity *ex post facto* should any eligibility standards, duties, or regulations be amended.

4.6.6 No decision or action of the Senate Review Board may be understood as protection or exemption from any other disciplinary or legal proceedings regarding a particular behavior or activity.

4.6.7 The President shall, when serving as chairperson, report to the Senate the number of cases that will be handled, but nothing else pertaining to the cases.

4.7 The Shocker Freshman Council

4.7.1 The Shocker Freshman Council shall be responsible for the following duties:

4.7.1.2 Increasing Wichita State University's Student Government Association visibility among freshman students;

4.7.1.3 Empower freshmen students to be a part of meaningful conversations

4.7.1.4 Provide freshmen with a meaningful opportunity for involvement within Student Government Association

4.7.1.5 Help WSU achieve its mission to be an essential educational, cultural, and economic driver for Kansas and the greater public good by empowering students to create a campus culture and experience that meets their changing needs through applied learning

4.7.1.6 Encourage freshman students to seize the opportunities available to them as a Shocker

4.7.1.7 Increase students' probability to apply to be a part of Student Government Association during their sophomore year.

4.7.2 The Shocker Freshman Council shall be overseen by the President of the Association.

Section 5. Biannual Reports

5.1 The Heskett Center shall deliver a biannual report to the Student Senate

5.1.1 This report shall be in the form of a town hall meeting each semester with the Student Senate, Cabinet, and Heskett Center staff in attendance.

Article III: The Association's Policies

Section 1. The Association's Nondiscrimination Policy

1.1 The Senate and all elected or appointed officials of the Association subscribe to the University's policy of nondiscrimination according to the Policies and Procedure Manual Section 3.02.

1.2 The Association shall not discriminate in its resources, programming, or services on the basis of race, religion, color, national origin, gender, gender identity, gender expression, age, sexual orientation, marital status, political affiliation, status as a veteran, or disability.

1.3 This policy of nondiscrimination shall not interfere with the Senate's ability to set guidelines for eligibility for funding according to S027.

Section 2. The Association's Policy on Hazing

2.1 The Association defines hazing as any action taken or situation created, intentionally or unintentionally, whether on or off University premises, to produce mental and/or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include paddling in any form; creation of fatigue; physical and psychological shocks; publicly wearing any apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; and/or, morally degrading or humiliating games and activities.

2.2 No organization recognized according to the procedure outlined in S002 may, actively or passively, allow any hazing of its members or potential members to any degree whatsoever, including the action of any individual regardless of whether such actions are officially approved or allowed by the organization.

2.2.1 The determination of whether a given activity meets the definition of hazing shall be reached by an investigation culminating in a two-thirds vote of the entire Senate or by an investigation and ruling by the Office of Community Standards and Student Conduct.

2.2.2 The determination that an organization has allowed any activity that meets the definition of hazing shall be grounds for denial of or immediate withdrawal of Association recognition.

Section 3. The Association's Dress Code

3.1 The Association's dress code ensures a level of professionalism and responsibility to the elected or appointed officials of the Association when representing the Association and the University.

3.2 All elected or appointed officials of the Association shall at minimum dress in business casual attire during Senate or committee meetings or any other times officially representing the Association including but not limited to attendance at events sponsored by the Association or participation in a University Committee or community project.

3.3 Business Casual attire shall be defined to include the following:

- 3.3.1 Slacks, chinos, a skirt, or dress capris;
- 3.3.2 A dress shirt, a blouse, a dress, sport shirt, Polo, sweater, vest, or cardigan;
- 3.3.3 Dress shoes or deck shoes, dress socks or stockings, and a belt.
- 3.3.4 Traditional, cultural attire (e.g. sari, kurta, gho, agbada, etc.) not fitting the above standards of American business casual is also permitted with the expectation that the attire is used in a professional setting in its respective culture.

3.4 The Vice President shall be responsible for enforcing this dress code.

- 3.4.1 The Vice President may suspend this policy at their discretion.
- 3.4.2 For special events coordinated by another member of the Association, the responsibility for enforcing or suspending this dress code shall be delegated to the member coordinating the event.
- 3.4.3 The Vice President shall inform any individual in violation of this dress code at the time of the violation.

3.5 If a member of the Association is unable to fulfill the requirements of this dress code due to financial need, the member may request financial assistance through the office of the Vice President of Student Affairs.

- 3.5.1 The Vice President of Student Affairs shall be responsible for investigating the financial need of such a student and making arrangements to accommodate such needs.

Section 4. The Association's Conservation Efforts

4.1 Two-sided printing shall be used for all documents for Senate meetings whenever possible.

4.2 No more than five copies shall be made for any documents for Senate meetings, including copies of the agenda, resolutions, funding bills, Statutes, or amendments to the Constitution, Bylaws, or Statutes.

4.3 The author of any such legislation shall submit the final text to the Vice President for printing no later than noon on the day of the Senate meeting at which it is presented.

- 4.3.1 Should any such legislation be amended before a Second Read, no more than five copies shall be made for the Second Read.

4.3.2 Absent any such amendments, the five copies made available for the First Read shall be preserved by the Chief of Operations for use during the Second Read.

4.3.3 In addition to these five copies, any such documents for Senate meetings shall be distributed via the Association's chosen organization management software.

4.3.4 The Vice President may, at their discretion, suspend these printing restrictions.

4.4 Upon passage of any such legislation, the Chief of Operations shall print one copy for official signatures.

4.4.1 Should any such legislation be amended on the floor of the Senate, its author shall be responsible for providing the accurate text to the Chief of Operations within 24 hours for printing this official copy.

4.4.2 The Chief of Operations shall be responsible for maintaining this official copy for inclusion in the Legislative Journal compiled according to the procedure outlined in S023.

4.4.3 The Chief of Operations shall be responsible for maintaining an electronic copy of the accurate text of any such legislation and of this official copy.

4.5 The Chairperson of each Senate or Association committee shall establish rules for their committee that comply with the spirit of this policy.

4.6 The Legislative Journal compiled according to the procedure outlined in S023 shall be printed for distribution in a manner that complies with the spirit of this policy.

Section 5. Conference Attendance Eligibility

5.1 Should the Association find that attending a Student Government conference is necessary to build a stronger functioning Senate and Association, the following shall be the requirements for potential participants:

5.1.1 Members eligible to participate must be a Senator, elected or appointed Official, or Cabinet Member;

5.1.2 A potential participant may not have more than three (3) unexcused absences during the current session;

5.1.3 A potential participant may not have more than three (3) unexcused office hours during the current session;

5.1.4 Potential participants cannot be graduating at the end of the same semester in which the conference is held;

5.1.5 There must be equal representation of standing Senate committees if the applicant pool allows for it;

5.1.6 All potential participants must make a statement regarding whether they plan to continue in their position following the conference.

Section 6. University Offered Trainings

6.1 The incoming President, Cabinet members, Student Advocate, Senators, and members of the Supreme Court shall be required to complete at least eight (8) hours of University offered diversity trainings across no fewer than three (3) trainings.

6.2 The incoming President shall coordinate with the University and determine when trainings will be held by August 1st of the year they were elected.

6.3 All trainings must be completed by the end of the Fall semester following the election or must otherwise be completed within three months of the official's appointment.

Amended from the Bylaws previously approved and adopted on 2013-08-21, 2013-09-11, 2013-10-02, 2013-11-06, 2013-11-13, 2013-11-20, 2014-01-29, 2014-08-04, 2014-10-31, 2014-11-21, 2015-01-28, 2016-05-04, 2016-08-31, 2016-09-7, 2016-09-21, 2017-01-18, 2017-09-01, and 2018-01-29.

Statutes

S002 Student Organizations

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Senate of the University that this Act will provide the following criteria to establish recognized student organizations and provisional organizations:

Section 1. Purpose

1.1 The purpose of this statute shall be to provide the procedure by which organizations are recognized and registered and to define the rights and privileges attached to such recognition. The authority for this statute is granted by Article 1, Section 4, of the Constitution of the Association of the University. The inclusion of the Student Involvement Office in this statute shall not be construed as to diminish this authority in any way.

1.2 For purposes of this statute the President, Vice President, Treasurer, advisor, university contact, and member shall be defined as:

1.2.1 President/Chief Officer: The highest elected official of a formally recognized student organization. This individual must be a Wichita State University student in good standing.

1.2.2 Vice President: Any Officer that can act as and/or replace the President/Chief Officer of a formally recognized student organization.

1.2.3 Treasurer: The Officer in charge of financial affairs for a formally recognized student organization.

1.2.4 Advisor: Any current faculty or staff of the University, who is not an undergraduate student, or any community member who monitors the actions of an organization.

1.2.5 University contact: Any current faculty or staff of the University, who is not an undergraduate student, who acts as a contact person for the organization if the Advisor is not a current faculty or staff member of the University.

1.2.6 Organization member: Any person as determined by local chapter Constitution and Bylaws of a recognized organization.

Section 2. Requirements for Recognition

2.1 Any organization applying for the status of a recognized organization at the University shall present and adhere to the following guidelines to be maintained in the Student Involvement Office:

2.1.1 Local chapter and national Constitution and Bylaws of the organization;

2.1.2 Mailing address, phone number, and email of the organization;

2.1.3 Name, phone number, and email address of the President/Chief Officer and two (2) other officers;

2.1.4 Name, phone number, and email address of Advisor;

2.1.5 Name, phone number, and email address of University contact;

2.1.6 A list of all members who consent to having their names released;

2.1.7 Officer election and rollover dates;

2.1.8 A statement of compliance with Section 8 of this statute;

2.1.9 An organization must have at least five (5) members;

2.1.10 Other requirements as set forth by the Student Involvement Office;

2.2 Exceptions to the above process shall be granted by the Organization Outreach Committee to be reported to the Senate by the committee Chairperson, with a two-thirds (2/3) vote of the Senate, excluding vacancies, or otherwise without objection.

Section 3. Requirements for Officers, Advisors, and University Contacts

3.1 All officers for a student organization must have a minimum cumulative grade point average of 2.00 and be enrolled in at least one (1) credit hour for credit.

3.2 Advisors must reside in the Greater Wichita Metropolitan Area.

3.3 University contacts must be current faculty or staff of the University, excluding undergraduate students.

Section 4. The Recognition Process

4.1 "Recognition" shall be defined as the formal acknowledgement of a student organization by the University, the Association, and the Student Involvement Office for the purpose of gaining the privileges as outlined in Section 11 of this Statute.

4.2 All student organizations applying for initial recognition must complete the Initial Recognition Process as outline in Section 5 of the Statute.

Section 5. Procedure for Recognition

5.1 Any organization wishing to become initially recognized must complete an application for Recognition of Student Organizations and turn it in to the Student Involvement Office.

5.2 The Student Involvement Office will be responsible for checking eligibility of all initial recognition requests based on requirements set forth in Section 2 of this statute

5.3 The Student Involvement shall review applicants and make recommendations according to the guidelines outlined in this statute. All decisions shall be reported to the Senate by the Student Involvement RSO Assistant.

5.4 The Senate shall approve all initial recognitions and recognition renewals by a simple-majority vote

5.4.1 Initial recognition shall be presented individually as Senate Bills

5.4.2 Renewals shall be presented as a list in a memorandum to the Senate

5.5 The Senate may reverse any decision of the Student Involvement Office regarding the initial recognition of a student Organization by a two-thirds (2/3) vote, excluding vacant seats.

5.6 Organizations granted initial recognition through the exceptions process noted in Section 2 shall only be considered for funding by a two-thirds (2/3) vote of the entire Senate.

5.7 Once the Senate has been informed of all initial recognitions, and any reversals have been made, a list of those organizations which have received initial recognition will be forwarded to the Student Involvement Office where an official list of recognized organizations of the University shall be kept.

Section 6. Duration

6.1 Organizations will be recognized for one (1) year if the organization abides by the regulations set forth in this statute and with the policies and procedures of the University.

6.2 Organizations must register their status at the beginning of each fall semester by submitting a Student Organization Registration Form to the Student Involvement Office by September 30th.

6.3 If officers of an organization change, an update must be filed in the Student Involvement Office in order to stay in good standing as a recognized organization and receive funding.

Section 7. Records

7.1 All recognized organizations and any organization applying for recognition shall make available any records or financial statements requested by the Student Involvement Office, the Budget and Finance Committee, the Senate, or the Court of the Association.

Section 8. Membership

8.1 No organization may be recognized unless it follows the Kansas Board of Regents policy regarding the selection of its members, in accordance with the section regarding student organizations in the Kansas Board of Regents' Policy Manual.

8.2 Current Regents policy regarding organizations may be found on page 47 of the Kansas Board of Regents Policy Manual (2/15/2012 Revision).

Section 9. Privileges

9.1 All recognized organizations, including conditional organizations, shall have all rights and privileges granted to them by the Association, the University, and as outlined in Article 3, Sections 1 and 2 of the Student Bill of Rights.

9.2 Recognized organizations shall receive privileges based on classification. Privileges are as follows:

9.2.1 "Student Organizations" shall be granted reservation privileges, eligibility for receiving Association funding up to $2,000, and other privileges to be determined by Student Involvement Office;

9.2.2 "Secondary Student Organizations" shall only be granted reservation privileges and other privileges to be determined by the Student Involvement Office. They shall not be eligible to receive funding from student fees through the Association.;

9.2.3 "Provisional Student Organizations" shall be granted reservation privileges, eligibility for receiving Association funding up to $700, and other privileges to be determined by the Student Involvement Office;

9.2.4 "Probationary Organizations" shall be ineligible for Association funding during the duration of the probation;

9.2.5 During the period of conditional recognition, an organization shall be eligible for all benefits granted to a recognized organization, except funding eligibility.

Section 10. Withdrawal of Recognition

10.1 Recognition may be withdrawn by a two-thirds (2/3) of the Student Recognition Committee and a two-thirds (2/3) vote of the Senate.

Amended from the Statute previously approved and enacted on 1959-02-16, 1991-09-18, 1994-04-27, 1996-10-16, 1999-10-06, 2000-04-26, 2002-05-01, 2002-11-20, 2003-09-24, 2004-01-21, 2004-05-05, 2004-09-09, 2005-01-19, 2005-05-04, 2005-09-07, 2001-08-08, 2011-08-24, 2015-03-25, 2016-05-04, and 2017-09-01.

S003 The Association's Elections

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for all general and special elections of the Association in fulfillment of Article II, Section 4 of the Constitution, including the election of the President and Vice President of the Association and the Senators and to present amendments to the Constitution and any referenda to the members of the Association.

Section 1. Definition of Special and General Elections

1.1 A General Election of the Association shall be considered to refer to the annual election held to elect the President and Vice President of the Association and the Senators for the next session.

1.2 A Special Election of the Association shall be considered to refer to the following:

- 1.2.1 Any Constitutional Amendment submitted to the members of the Association for approval and enactment or rejection;
- 1.2.2 Any referendum submitted to the members of the Association for approval and enactment or rejection;
- 1.2.3 Any election called for the purpose of recalling an elected official of the Association;
- 1.2.4 Any election called for the purpose of filling the vacancy of the position of any elected official of the Association.

Section 2. General Election Dates and Deadlines

2.1 The Chief Election Commissioner shall announce the details of the General Election at the second Senate meeting of each January.

- 2.1.1 This announcement shall include the following:
  - 2.1.1.1 The positions to be contested in the General Election;
  - 2.1.1.2 The qualifications for these positions;
  - 2.1.1.3 The means for obtaining and submitting applications for candidacy;
  - 2.1.1.4 The text of any Constitutional Amendment or referendum to be presented to the Association for approval and enactment or rejection;
  - 2.1.1.5 The specific dates for each event and deadline listed in this Section.
- 2.1.2 This announcement shall be published in the University's student newspaper and on the Association's online and social media presence and released to any appropriate news media.

2.2 Each individual candidate for any position to be contested in the General Election must personally submit their individual application for candidacy to the Association's Office Manager or designee by 5:00 p.m. on a date decided upon by the Election Commission.

- 2.2.1 The application for candidacy shall include the following information:

2.2.1.1 The candidate's name as the individual wishes it to appear on the ballot;

2.2.1.2 The candidate's myWSU ID number;

2.2.1.3 The candidate's mailing address;

2.2.1.4 The candidate's email address;

2.2.1.5 The candidate's telephone number;

2.2.1.6 The position the candidate intends to seek in the election;

2.2.1.6.1 If applying for the position of President or Vice President, the candidate must specify their Presidential ticket counterpart

2.2.1.7 A release granting the Association's office to verify the candidate's eligibility to stand for election which includes a verification of the candidate's GPA and anticipated graduation.;

2.2.1.8 A pledge to comply with the Constitution, Bylaws, and Statutes and any decision by the Election Commission or the Court;

2.2.1.9 The candidate's full legal name and signature.

2.2.2 The name of any candidate whose application lacks any of this information shall not appear on the ballot unless the omission is corrected before the application deadline.

2.2.3 The name of any candidate who applies for candidacy for more than one position shall not appear on the ballot unless the error is corrected before the application deadline.

2.2.4 The Association's Office Manager shall verify the eligibility of each candidate. The name of any candidate who is eligible for the position they seek and who has correctly completed the application for candidacy by the deadline shall appear on the ballot.

2.3 The Election Commission shall host an informational workshop for candidacy after the beginning of the Spring semester but no later than the last Senate meeting of February.

2.3.1 This workshop shall include, but not necessarily be limited to, explaining the processes of the election, how to apply for candidacy, what the responsibilities of each open position are, and how to correctly and effectively campaign.

2.4 The General Election Campaign period shall begin on the second Senate meeting of January and shall end when the Election Commission has verified the results.

2.5 Each candidate must attend a rules reading to review regulations governing the General Election at 5:00pm or 6:30pm on a date decided upon by the Election Commission. Any candidate who does not attend the rules reading shall be disqualified from having their candidacy appear on the ballot subject to the exceptions set forth in this provision.

2.5.1 The Chief Election Commissioner may schedule more than the two above meetings if a need is seen from a large amount of candidates.

2.5.2 The Chief Election Commissioner shall make a good faith effort to meet with any candidate who cannot attend a group meeting.

2.5.3 Any candidate who is disqualified from having their candidacy appear on the ballot may appeal this disqualification to the Election Commission, which may approve any appeal by a simple majority vote. The decision of the Election Commission may be appealed to the Court, which may approve any appeal by a simple majority vote.

2.5.4 Any candidate who is disqualified from having their candidacy appear on the ballot may conduct a write-in campaign for election.

2.5.5 The Election Commission has the authority to grant any such exception by a simple majority vote. Those exceptions must be obtained from the Election Commission in writing prior to the rules reading. The Election Commission, however, may in their discretion grant an exception for extreme circumstances (i.e. death of an immediate family member, car accident, etc.).

2.6 The Association's General Election shall take place from 8:00am on the first Monday of each April through 5:00pm on the first Wednesday of each April except in the case of extraordinary circumstances.

2.6.1 Such extraordinary circumstances shall include, but are not limited to, the following:

2.6.1.1 Natural disasters;

2.6.1.2 Fundamental disruption of the University's physical plant or infrastructure;

2.6.1.3 Suspension or cancellation of courses and/or the closing of University offices for the duration of those dates;

2.6.1.4 The electronic ballot system becoming unavailable or nonfunctional for more than 50 percent of the General Election;

2.6.1.5 Disqualification or withdrawal of every candidate for President.

2.6.2 In the case of any such extraordinary circumstances, the Election Commission shall determine alternate dates for the General Election.

2.7 The Election Commission and the Court shall hear and deliver a decision in any case or appeal presented to them by noon on the Wednesday following the General Election.

2.8 The outcome of the General Election shall be announced by the Chief Election Commissioner on the first Wednesday of each April except in the case that the Election Commission has determined an alternate date for the General Election due to extraordinary circumstances, in which case the Election Commission shall determine an alternate date for this announcement.

2.8.1 Such an announcement shall require the Commission to formally invite members of the Association and the greater University community to a live, in-person event announcing the election results, which will be held at a physical location as decided upon by the Commission.

2.8.2 The Chief Election Commissioner shall announce the results beginning at 5:30pm

2.8.3 Election results shall be announced no later than 6:30 p.m.

2.8.4 This announcement shall be published in the Association's online and social media presence, and released to the University's student newspaper and any other appropriate news media.

2.9 Any appeal to the outcome of the General Election must be submitted within two business days following the reception announcing the outcome of the General Election.

Section 3. General Election Regulations and Procedures

3.1 The number of Senator positions to be contested in a General Election shall be determined using the 20th Day Enrollment Census data collected in the fall semester preceding the General Election according to the composition outlined in Article II, Section 1 of the Constitution.

3.2 No member of the Election Commission, including the Chief Election Commissioner and the three non-voting, *ex officio* Election Observers, may apply for candidacy in the General Election, and members of the Election Commission shall be ineligible to be elected by write-in ballot.

3.3 Presidential Tickets

3.3.1 Any Presidential and Vice Presidential candidates shall be paired and ticketed together according to their application for candidacy as outlined in section 2.2 of this statute.

3.3.2 The candidate for President affiliated with a presidential ticket shall serve as the official leader of the presidential ticket and serve as its representative in all communication with the Election Commission.

3.4 Write-In Candidates

3.4.1 Any member of the Association may conduct a write-in campaign for any position to be contested in the General Election. A write-in candidate is defined as a member of the Association who publicly announced their candidacy and whose name will not appear on the ballot.

3.4.2 Any write-in candidate who violates any of the regulations in this section shall be subject to the same sanctions outlined in Section 8.

3.4.3 Any write-in candidate may request a meeting with the Chief Election Commissioner or with the entire Election Commission. The Chief Election Commissioner shall make a good faith effort to coordinate such a meeting.

3.4.4 Any write-in candidate who does not meet the qualifications outlined for holding office will be disqualified and/or removed by the Election Commission.

3.4.5 Any write-in candidate must follow the guidelines set forth in Section 2.3 of this statute.

3.5 Campaign Activities and Materials

3.5.1 No candidate may engage in campaign activities or present or distribute any campaign materials that disrupt the normal functioning or operations of the University, slander or defame the character of any person, reflect poorly on the Association or the University, violate the regulations outlined in the University's Policies and Procedures Manual.

3.5.2 No candidate may engage in any campaign activities or present or distribute any campaign materials within 50 feet of the following areas:

3.5.2.1 The Association's offices and the office of the Student Advocate;

3.5.2.2 Grace Memorial Chapel;

3.5.2.3 Any Housing and Residence Life facilities, unless approved by the Director of Housing and Residence Life and a simple majority vote of the Election Commission;

3.5.2.4 Any other area listed in the University's Policies and Procedure Manual;

3.5.2.5 Any other area designated by a simple majority vote of the Election Commission.

3.5.3 Any campaign rally, demonstration, press conference, or event planned and executed on University property may only occur in an area of Limited Public Forum designated according to the University's Policies and Procedures Manual and must be approved by a simple majority vote of the Election Commission.

3.5.4 No table, room, or facility reservation made by a candidate may be made in the name of the Association's office.

3.5.5 A student must give express permission to be emailed by a candidate. University, academic, departmental, and other organizational email lists shall not be used by a candidate.

3.5.6 Campaign signs, posters, banners, and chalking must adhere to the regulations outlined in the University's Policies and Procedures Manual in their size, location, and manner of placement.

3.5.6.1 No member of the Association may tamper with, deface, destroy, move, or remove any campaign signs, posters, banners, or chalking without the express, written permission of the candidate that placed them initially.

3.5.6.2 No campaign signs, posters, banners, or chalking may be placed in a location or manner that would obstruct the view of any other campaign signs, posters, or banners.

3.5.7 No candidate may engage in any campaign activities or present or distribute any campaign materials in person or in print within a radius of 50 feet of any polling location designated by the Election Commission.

3.5.8 No member of the Association may, in any way or for any purpose, interfere with the process of casting a ballot, whether to block or hinder the process of casting a ballot or to influence the decision of the voter.

3.5.9 All campaign materials, including print or electronic media and any campaign signs, posters, banners, or chalking, must be removed from all locations by 8:00 am on a date to be decided by the Election Commission.

3.5.10 All candidates must adhere to University and building policies while campaigning.

3.6 Campaign Finance

3.6.1 No University funds may be used to support or fund any campaign activities or materials.

3.6.1.1 University funds include, but are not limited to, student fees, tuition, university foundation dollars, departmental funds, and grant money.

3.6.2 No candidate or ticket may spend any money nor receive any cash donations or gifts-in-kind in excess of the following campaign finance limits:

3.6.2.1 A maximum of $600 for a presidential ticket;

3.6.2.2 A maximum of $100 for each candidate for all Senator seats except at-large;

3.6.2.3 A maximum of $200 for each candidate for at-large Senator seats;

3.6.2.4 On or before the third Monday of March, each candidate or presidential ticket shall submit a projected budget reflecting the sources for expected campaign funding and the expected costs for all campaign activities and materials to the Election Commission;

3.6.2.4.1 On or before the Friday preceding the first day of voting, each candidate or presidential ticket shall submit a finalized finance report reflecting the sources for all campaign funding and the expenditures for all campaign activities and materials to the Election Commission.

3.6.2.5 Should any campaign funding source or the cost for any campaign activity or materials change following the submission of this finalized budget, the candidate or presidential ticket must submit a revised budget to the Election Commission reflecting this change at least one day before any affected activity may take place or any affected materials may be distributed.

3.6.3 Any candidate or presidential ticket may plan and execute an event to raise funding for the campaign at any time during the Campaign Period with the approval of a simple majority vote of the Election Commission.

3.6.4 Failure to complete any of the prior listed finance requirements shall result in disqualification of senator candidate or presidential ticket.

3.7 Activities of Third Parties

3.7.1 Any organization recognized according to the procedure outlined in S002 may issue an official endorsement of any candidate provided that the endorsement is approved by the membership of the organization according to the procedures outlined its Constitution and Bylaws.

3.7.2 Any organization recognized according to the procedure outlined in S002 may contribute financially to the campaign or assist in the raising of campaign funding of any candidate provided that the contribution or assistance is approved by the membership of the organization according to the procedures outlined in its Constitution and Bylaws and provided that this contribution or assistance complies with the regulations outlined in paragraph 3.6 of this Section.

3.7.3 Any non-candidate member of the Association may assist in the campaign activities, the presentation or distribution of any campaign materials, or the raising of any campaign funding of any candidate provided that this assistance complies with the regulations outlined in this Section.

3.7.4 No faculty or staff member can utilize University resources to support specific candidates. This shall include but is not limited to email list servers, resource rooms, room reservations, and finances. This shall not be interpreted to restrict the ability of any faculty or staff member to publicize the dates and times of the General Election or to encourage voter participation in the General Election, provided that no suggestion is made to encourage voting for any specific candidate.

3.7.5 No candidate may abuse the powers of their individual positions in any organization including but not limited to financial and physical resources to facilitate their personal campaign.

3.8 Voting Procedures

3.8.1 Each member of the Association shall be allowed to cast one ballot.

3.8.1.1 Each voter shall be allowed to cast one vote for one presidential ticket.

3.8.1.2 Each voter shall be allowed to cast one vote for one candidate for each At-Large Senator position contested in the General Election.

3.8.1.3 Each voter shall be allowed to cast one vote for one candidate for each Senator position contested in the General Election reserved for the College(s) in which the voter is enrolled.

3.8.1.4 Each voter shall be allowed to cast one vote in the affirmative or one vote in the negative for any Constitutional Amendment presented to the Association for approval and enactment or rejection.

3.8.1.5 Each voter shall be allowed to cast one vote in the affirmative or one vote in the negative for any referendum presented to the Association for approval and enactment or rejection.

3.8.2 Each ballot shall include the following:

3.8.2.1 The first and last names of the members of each presidential ticket grouped together with each ticket presented in random order;

3.8.2.2 A line or field for the first and last name of a write-in candidate for President;

3.8.2.3 A line or field for the first and last name of a write-in candidate for Vice President;

3.8.2.4 The first and last names of each candidate for each At-Large Senator position contested in the General Election, presented in random order;

3.8.2.5 A line or field for the first and last name of a write-in candidate for each At-Large Senator position contested in the General Election;

3.8.2.6 The first and last names of each candidate for each Senator position contested in the General Election reserved for the College(s) in which the voter is enrolled, presented in random order;

3.8.2.7 A line or field for the first and last name of a write-in candidate for each Senate position contested in the General Election reserved for the College(s) in which the voter is enrolled;

3.8.2.8 The text of any Constitutional Amendment presented to the Association for approval and enactment or rejection and an option to vote in the affirmative or in the negative;

3.8.2.9 The text of any referendum presented to the Association for approval and enactment or rejection and an option to vote in the affirmative or in the negative.

3.8.3 Any ballot cast voting more than one time for each contested position or other ballot item shall be considered invalid and excluded from the voting total.

3.8.4 The Election Commission shall coordinate making electronic ballots available and easily accessible to all Association members.

3.8.4.1 The electronic ballot system shall undergo a test of accuracy and reliability at least one week in advance of the General Election. Any votes cast during this test shall be nullified before the beginning of the General Election.

3.8.4.2 The Association's advisors and the University's Chief Information Officer shall have exclusive access to the voting totals until the end of the General Election. Any other person who accesses, tampers with, modifies, or otherwise interferes with the electronic ballot system or voting totals shall be subject to sanctions imposed by the Election Commission and the Senate Review Board, a student conduct investigation by the University, and/or criminal and civil proceedings in the applicable federal, state, or municipal court.

3.8.4.3 Should the electronic ballot system become unavailable or nonfunctional for more than 50 percent of the General Election, the Election Commission shall determine alternate dates for the General Election.

3.8.4.4 After the end of the General Election, the University's Chief Information Officer or a designee shall deliver a copy of the final voting totals to the Chief Election Commissioner. This copy shall remain in the possession of the Chief Election Commissioner and the results shall remain secret until the outcome of the General Election is announced.

3.8.5 Should the organization designated as operating the electronic ballot system be unable for any reason to facilitate the system or should any extraordinary circumstances make an electronic ballot system impossible to deliver an inclusive, representative, and legitimate election, the Election Commission may, by a two-thirds majority vote, implement an alternate paper ballot system.

3.8.5.1 The alternate paper ballot system and polling locations shall be designated by the Election Commission and publicized in the University's student newspaper and on the Association's online and social media presence and released to any appropriate news media at least one week prior to the beginning of the General Election.

3.8.5.2 Paper ballots shall include a line or field for the voter's name and myWSU ID number to facilitate ensuring only one ballot is cast per voter. Should any voter be determined to have cast more than one ballot or to be ineligible to

vote by virtue of not being a member of the Association, all ballots cast by that voter shall be invalidated and excluded from the voting total.

3.8.5.3 Paper ballots shall be made available for the duration of the General Election at each designated polling location.

3.8.5.4 Ballot boxes shall be sealed until the end of the General Election.

3.8.5.5 The Election Commission, including the non-voting, *ex officio* Election Observers, shall count all ballots. The Chief Election Commissioner may appoint additional ballot counters subject to the approval of a majority of the Election Commission.

3.8.5.6 No pre-registered candidate for any position may serve as a ballot counter, and any ballot counter shall be ineligible to be elected by write-in ballot.

3.8.5.7 Any ballot counter who modifies, defaces, damages, destroys, or in any other way tampers with any ballot, or any other person who accesses, modifies, defaces, damages, destroys, or in any other way tampers with any ballot, shall be subject to sanctions imposed by the Election Commission and the Senate Review Board, a student conduct investigation by the University, and/or criminal and civil proceedings in the applicable federal, state, or municipal court.

3.8.5.8 Votes shall be tallied on official vote count tally sheets. These tally sheets and all ballots shall be preserved by the Association's Office Manager and shall be treated as public record with personally identifiable information redacted.

3.8.5.9 The final voting totals shall be printed and signed by each ballot counter. These voting totals shall be sealed and the results shall remain secret until the outcome of the General Election is announced.

Section 4. Outcome of the General Election

4.1 The outcome of the General Election shall be announced by the Chief Election Commissioner according to Section 2, paragraph 2.7 of this Statute.

4.1.1 Any presidential ticket who receives a plurality of votes shall be considered elected.

4.1.2 The number of candidates who receive the greatest number of votes equal to the number of Senator positions contested in the General Election shall be considered elected.

4.1.3 If a victorious senatorial candidate chooses to decline their office from the date of the election announcement until the date of the joint Senate meeting, the open seat shall be given to the senatorial candidate in the particular position that received the most votes while not awarded an office and they shall be considered the elected candidate

4.1.4 In the case of a tie for any position, the Chief Election Commissioner shall announce a runoff election within two weeks following the reception. All Special Election dates, deadlines, regulations, and procedures shall be in effect for this runoff election.

4.1.5 Should any candidate for any position contested in the General Election be involved in a pending Court case related to the General Election that would prevent the candidate from being considered elected, the Chief Election Commissioner shall not announce the winner of that position.

4.1.6 Should any write-in candidate earn enough votes to be considered elected, the Chief Election Commissioner shall not announce the winner of that position until the Association's Office Manager or designee has verified the candidate's eligibility for office.

4.1.7 Any Constitutional amendment that receives a simple majority vote in the affirmative shall be considered adopted and enacted, provided that the minimum number of votes outlined in Article VIII of the Constitution is achieved.

4.1.8 Any referendum that receives a simple majority vote in the affirmative shall be considered adopted and enacted.

4.1.9 The voting totals shall be made available to each candidate during this announcement.

4.1.10 Once the outcome of the General Election has been announced by the Chief Election Commissioner, the provisions for succession of power and filling vacant positions outlined in the Constitution shall be in effect.

4.2 Any candidate may file an appeal of the outcome of the election for their applied position to the Vice President of Student Affairs.

4.2.1 An extension of the deadline for appeals may be granted by a simple majority vote of the Court.

4.2.2 Such an appeal must be based on the following causes:

4.2.2.1 An allegation of a violation of the regulations in this Statute;

4.2.2.2 An appeal to a decision of the Election Commission that was announced between the end of the General Election and the reception announcing the outcome of the General Election;

4.2.2.3 A request for a recount of ballots should an alternate paper ballot system have been implemented for the General Election.

4.2.3 The Court may take the following actions as the result of an appeal:

4.2.3.1 Ordering a recount of ballots by a simple majority vote should an alternate paper ballot system have been implemented for the General Election;

4.2.3.2 Disqualifying any candidate and declaring the candidate who earned the next-highest number of votes elected by a two-thirds majority vote;

4.2.3.3 Disqualifying any candidate and directing the Chief Election Commissioner to conduct a Special Election to fill the position by a two-thirds majority vote.

4.3 The Chief Election Commissioner shall submit a written report on the General Election containing the complete details of all decisions and actions of the Election Commission, election results, and any financial information.

4.3.1 This Election Report shall be signed by the three Election Observers indicating their certification that it contains a complete and accurate account.

4.3.2 This Election Report shall be submitted electronically to the Senate, and the Chief Election Commissioner shall answer any questions that the Senate may have regarding its contents.

Section 5. Special Election Dates and Deadlines

5.1 The Chief Election Commissioner shall announce the details of a Special Election at the first Senate meeting following any of the following events:

5.1.1 A vote of the Senate calling for a Constitutional Amendment or referendum to be presented to the Association for approval and enactment or rejection;

5.1.2 The reception by the Association's President of Vice President of an appeal, made by an elected official of the Association, which appeals a Court decision to remove the official from their position.

5.1.3 This announcement shall include the following, as appropriate:

5.1.3.1 The text of any Constitutional Amendment to be presented to the Association for approval and enactment or rejection;

5.1.3.2 The text of any referendum to be presented to the Association for approval and enactment or rejection;

5.1.3.3 The positions to be contested in the Special Election;

5.1.3.4 The qualification for these positions;

5.1.3.5 The means for obtaining and submitting applications for candidacy;

5.1.3.6 The language outlined in Section 5, paragraph 5.4.2 of S061 for a recall election as called for according to the procedure outlined in Section 5, paragraph 5.4 of that Statute;

5.1.3.7 The specific dates for each event and deadline listed in this Section.

5.1.4 This announcement shall be published on the Association's online and social media presence and released to the University's student newspaper and any other appropriate news media.

5.2 In the event of a Special Election for the position of an elected official of the Association, the following timeframes and deadlines shall apply:

5.2.1 Each candidate for any position to be contested in the Special Election must submit their individual application for candidacy to the Association's Office Manager or designee by 5:00pm on the Wednesday of the second week following the announcement of the Special Election. This application shall contain the same information and shall be subject to the same regulations outlined in Section 2, paragraph 2.2 of this Statute.

5.2.2 Each candidate must attend a rules reading to review regulations governing the General Election at 5:00pm or 6:30pm on a date decided upon by the Election Commission. Any candidate who does not attend the rules reading shall be

disqualified from having their candidacy appear on the ballot subject to the exceptions set forth in this provision.

5.2.2.1 The Chief Election Commissioner may schedule more than the two above meetings if a need is seen from a large amount of candidates.

5.2.2.2 Any candidate who is disqualified from having their candidacy appear on the ballot may conduct a write-in campaign for election.

5.2.3 The Special Election Campaign Period shall begin at 7:30pm on Wednesday of the second week following the announcement until 5:00pm on the following Wednesday.

5.2.4 The Special Election shall take place from 8:00am on Monday through 5:00pm on Wednesday of the third week following the announcement of the Special Election except in the case of extraordinary circumstances.

5.3 In the event of a Special Election for the purpose of presenting a Constitutional Amendment or a referendum to the Association for approval and enactment or rejection, the Special Election shall take place from Monday at 8:00am through Wednesday at 5:00pm of the second week following the announcement except in the case of extraordinary circumstances.

5.4 In the event of a Special Election for the purpose of a recall election as called for according to the procedures outlined in Section 5, paragraph 5.4 of S061, the following timeframes and deadlines shall apply:

5.4.1 The Special Election Campaign Period shall begin 7:30pm on Wednesday of the second week following the announcement until 5:00pm on the following Wednesday.

5.4.2 The Special Election shall take place from 8:00am on Monday through 5:00pm on Wednesday of the third week following the announcement except in the case of extraordinary circumstances.

5.6 The Election Commission and the Court shall hear and deliver a decision in any case or appeal presented to them before the end of the Special Election, by noon on the Friday following the Special Election.

5.7 The outcome of the Special Election shall be announced by the Chief Election Commissioner on the Friday following the Special Election.

5.7.1 The Chief Election Commissioner shall announce the results beginning at 5:30pm

5.7.2 Election results shall be announced no later than 6:30 p.m.

5.7.3 This announcement shall be published in the Association's online and social media presence, and released to the University's student newspaper and any other appropriate news media.

5.8 Any appeal to the outcome of the Special Election must be submitted within two business days following the reception announcing the outcome of the Special Election.

5.9 The Chief Election Commissioner shall submit the Election Report to the Senate within one month following the end of the General Election.

Section 6. Special Election Regulations and Procedures

6.1 No member of the Election Commission, including the Chief Election Commissioner and the three non-voting, *ex officio* Election Observers, may apply for candidacy in the Special Election, and members of the Election Commission shall be ineligible to be elected by write-in ballot.

6.2 Any member of the Association may conduct a write-in campaign for any position to be contested in the Special Election.

6.2.1 Any write-in candidate who does not meet the qualifications outlined for holding office will be disqualified and/or removed by the Election Commission.

6.2.2 Any write-in candidate must follow the guidelines set forth in Section 2.3 of this statute.

6.3 Campaign activities and materials for a Special Election are subject to the same regulations as those for a General Election outlined in Section 3, paragraph 3.5 of this Statute, with the following exceptions:

6.3.1 In the event of a Special Election for the purpose of a recall election as called for according to the procedures outlined in Section 5, paragraph 5.4 of S061, the elected official that is the subject of the recall election may request a meeting with the Election Commissioner or with the entire Election Commission. The Chief Election Commissioner shall make a good faith effort to coordinate such a meeting.

6.3.2 In the event of a Special Election for the purpose of a recall election as called for according to the procedures outlined in Section 5, paragraph 5.4 of S061, no member of the Association may engage in campaign activities or produce, present, or distribute any campaign materials that contain anything outside of the contents of complaint, any evidence supporting the complaint, the response, or any evidence supporting the response. Any *ad hominem* arguments shall be considered a violation of Section 3, paragraph 3.5.1 of this Statute.

6.3.3 In the event of a Special Election for the purpose of presenting a Constitutional Amendment or a referendum to the Association for approval and enactment or rejection, no member of the Association may plan or execute any campaign activities or produce, present, or distribute any campaign materials aside from participation in a forum or debate coordinated by the Election Commission or writing a letter to the editor of the University's student newspaper.

6.4 Campaign finance for a Special Election are subject to the same regulations as those for a General Election as outlined in Section 3, paragraph 3.6 of this Statute, with the following exceptions:

6.4.1 In the event of a Special Election for the purpose of presenting a Constitutional Amendment or a referendum to the Association for approval and enactment or rejection, no member of the Association may spend any money for the planning and execution of any campaign activities or the production, presentation, or distribution of any campaign materials.

6.4.2 In the event of a Special Election for the purpose of a recall election as called for according to the procedures outlined in Section 5, paragraph 5.4 of S061, the elected official that is the subject of the recall election may not spend more than a maximum of $50.

6.4.3 In the event of a Special Election for the purpose of a recall election as called for according to the procedures outlined in Section 5, paragraph 5.4 of S061, no other member of the Association may spend any money for the planning and executing of any campaign activities or the production, presentation, or distribution of any campaign materials.

6.5 The activities of third parties in a Special Election are subject to the same regulations as those for a General Election outlined in Section 3, paragraph 3.7 of this Statute.

6.6 Voting procedures for a Special Election are the same as those for a General Election outlined in Section 3, paragraph 3.7 of this Statute, with the following exceptions:

6.6.1 Each voter shall be allowed to cast one vote for each position contested in the Special Election.

6.6.2 Each ballot shall include the following, as appropriate:

6.6.2.1 The first and last names of each candidate for each position contested in the Special Election;

6.6.2.2 The language outlined in Section 5, paragraph 5.4.2 of S061 for a recall election and an option to vote in the affirmative or in the negative.

Section 7. Outcome of a Special Election

7.1 The outcome of a Special Election shall be announced by the Chief Election Commissioner according to Section 5, paragraph 5.7 of this Statute.

7.1.1 The candidate who receives a plurality of votes for any position contested in the Special Election shall be considered elected.

7.1.2 In the case of a tie for any position, the Chief Election Commissioner shall announce a runoff election within two weeks following the reception. All Special Election dates, deadlines, regulations, and procedures shall be in effect for this runoff election.

7.1.3 Should any candidate for any position contested in the Special Election be involved in a pending Court case related to the Special Election that would prevent the candidate from being considered elected, the Chief Election Commissioner shall not announce the winner of that position.

7.1.4 Should any write-in candidate earn enough votes to be considered elected, the Chief Election Commissioner shall not announce the winner of that position until the Association's Executive Association has verified the candidate's eligibility for office.

7.1.5 Any Constitutional amendment that receives a simple majority vote in the affirmative shall be considered adopted and enacted, provided that the minimum number of votes outlined in Article VIII of the Constitution is achieved.

7.1.6 Any referendum that receives a simple majority vote in the affirmative shall be considered adopted and enacted.

7.1.7 The elected official that is the subject of a recall election shall be considered removed if a plurality of the votes are cast in the affirmative; the official shall be considered retained if a plurality of the votes are cast in the negative. Should the official be removed, the Chief Election Commissioner shall announce a runoff election within two weeks following the reception. All Special Election dates, deadlines, regulations, and procedures shall be in effect for this runoff election.

7.1.8 The voting totals shall be made available to each candidate at this reception.

7.1.9 Once the outcome of the Special Election has been announced by the Chief Election Commissioner, the provisions for succession of power and filling vacant positions outlined in the Constitution shall be in effect.

7.2 In the event of a Special Election for the position of an elected official of the Association, any candidate may file an appeal of the outcome of the election for their applied position to the Vice President of Student Affairs. Such an appeal is subject to the same regulations as those for a General Election.

7.3 The Chief Election Commissioner shall submit a written report on the Special Election containing the complete details of all decisions and actions of the Election Commission, election results, and any financial information.

7.3.1 This Election Report shall be signed by the three Election Observers indicating their certification that it contains a complete and accurate account.

7.3.2 This Election Report shall be submitted electronically to the Senate, and the Chief Election Commissioner shall answer any questions that the Senate may have regarding its contents.

Section 8. Enforcement of Election Regulations and Procedures

8.1 The Election Commission may issue fines in the form of a reduction of the campaign finance cap against any candidate or presidential ticket for any violation of the regulations outlined in this Statute.

8.1.1 The Election Commission may issue a fine no greater than one quarter of the campaign finance cap by a simple majority vote.

8.1.2 The Election Commission may issue a fine no greater than one half of the campaign finance cap by a two-thirds majority vote.

8.1.3 The Election Commission may issue a fine no greater than two thirds of the campaign finance cap by a unanimous vote.

8.1.4 Any fines issued by the Election Commission may be appealed to the Court, subject to a simple majority vote.

8.2 The Election Commission may suspend the campaign of any candidate or presidential ticket for any exceptional violation of the regulations outlined in this Statute for a time not to extend into the beginning of the voting period.

8.2.1 The Election Commission may approve and enact such a suspension by a two-thirds majority vote. Such a suspension may be appealed to the Court, subject to a two-thirds vote.

8.3 The Election Commission may enact the disqualification of any candidate or presidential ticket from any General or Special Election for any outrageous violation of the regulations outlined in this Statute by a unanimous vote. Such a disqualification may be appealed to the Court, subject to a unanimous vote.

8.3.1 The Election Commission shall have wholly authority to disqualify a candidate or presidential ticket by a two-thirds majority under the following exempted conditions:

8.3.1.1 Failure for a candidate to attend a rules reading;

8.3.1.2 Failure for a write-in candidate to meet the qualifications of holding the contested position;

8.3.1.3 Failure of a candidate or presidential ticket to provide the required financial disclosure documents as outlined in Section 3.6 of this Statute;

8.4 The Election Commission may not impose or recommend any of these sanctions for any candidate or presidential ticket because of a third-party action unless it can be demonstrated by a preponderance of evidence that the candidate or presidential ticket was involved or aware of, said action and failed to prevent the planning or execution of it.

8.4.1 The Election Commission may recommend to the Senate by a simple majority that an organization's recognition be revoked according to the procedures outlined in S003 for any violation of the regulations outlined in Section 3, paragraph 3.7.1. The Senate may only revoke the organization's recognition according to the procedure outlined in S003.

8.4.2 The Election Commission may recommend to the Senate by a simple majority that an organization should be restricted from receiving or revoke any funding allocated according to the procedures outlined in S027 or S029 for a period not to extend past the end of the current Session for any violation of the regulations outlined in Section 3, paragraph 3.7.2. The Senate may only restrict or revoke funding according to the procedures outlined in S027 or S029.

8.4.3 The Election Commission may recommend to the Senate by a simple majority that a non-candidate member of the Association should be barred from appointment to the position of any appointed official of the Association for any violation of Section 3, paragraph 3.7.3. The Supreme Court or Senate may only bar a member of the Association from appointment according to the procedure outlined in S034.

8.5 Any decision or action of the Election Commission must be submitted in writing to the Senate and bear the signature of at least one Election Observer indicating the observer's certification that it accurately and completely reflects the action or decision taken by the Election Commission.

8.6 Any of the Election Observers, with at least one other Election Observer concurring, may escalate the question of imposing any sanction from the Election Commission to the Court without a vote of the Election Commission, or refer any individual or organization to the University administration for a conduct hearing, for any overwhelmingly egregious violation of the regulations in this Statute, for any violation of the Student Code of Conduct, or for any misconduct by the members of the Election Commission.

Section 9. Procedures for the Transition Period

9.1 Immediately following the election announcement, a two week transitional period for the training of the incoming President and Vice President will commence.

9.1.1 The outgoing President and Vice President will be required to train the incoming President and Vice president, respectively, during the two week transition period.

9.1.2 The incoming President will release applications for the incoming session's Treasurer, Cabinet Positions, and Student Advocate, on the first Monday following the election announcement.

9.1.3 The incoming Presidents will begin interviewing applicants for Treasurer, Cabinet Positions, and Student Advocate, on the second Monday following the election announcement.

9.1.3.1 The position of Treasurer will be jointly interviewed by the incoming President and outgoing Treasurer.

9.1.3.2 The position of Student Advocate will be jointly interviewed by the incoming President and outgoing Student Advocate.

9.2 The incoming Treasurer, Cabinet Positions, and Student Advocate will be sworn into office during the first senate meeting in which they are confirmed.

9.3 Immediately following the joint senate meeting as described in Section 9, paragraph 9.2, a transition period for the training of the incoming Cabinet Positions and Student Advocate will commence.

9.3.1 The outgoing Cabinet Positions will be required to train the incoming Cabinet Positions respectively during a one week transition period.

9.3.2 The outgoing Student Advocate will be required to train the incoming Student Advocate during a two week transition period.

9.4 The outgoing Treasurer will be required to train the incoming Treasurer respectively during a one and a half month transition period beginning on the first day of each June.

9.5 The first meeting of the incoming session will be held two weeks following the election announcement.

9.6 The incoming and outgoing Presidents and Vice Presidents will organize a banquet for all incoming and outgoing Senators, Senate Committee Members, Executive Officers, Cabinet Members, and Student Advocates.

9.7 The incoming President will release applications and will begin interviewing applicants for the incoming session's Chairpersons of all Standing Committees of the Senate on the Monday of the week prior to the first Senate meeting of each Fall Semester.

9.8 The incoming Chairpersons of all Standing Committees of the Senate will be sworn into office during the first Senate meeting of each Fall Semester.

9.9 The aforementioned procedures shall be followed except in the case of a special election or extraordinary circumstances as described in Section 2, paragraph 2.5.1 of this statute.

Section 10. General Election Amendment Deadlines

10.1 After the current Session's Fall term, no changes may be made to any of the aforementioned election rules, deadlines, or regulations by said Session to affect the election of the incoming Session.

Amended from the Statute previously approved and enacted on 1966-03-29, 1991-09-11, 1994-10-12, 1996-02-14, 1996-04-17, 1996-09-11, 1997-02-05, 1998-02-11, 1999-04-28, 2001-04-21, 2002-02-13, 2002-05-01, 2003-03-12, 2003-03-26, 2003-04-30, 2004-01-21, 2004-09-01, 2005-05-04, 2008-03-26, 2010-02-24, 2011-05-04, 2012-08-08, 2013-11-13, 2015-08-26, and 2018-01-09.

S008 Office of the Student Advocate

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Student Senate that the following statute shall govern the establishment, authority, and procedure for appointment, responsibilities, grounds for removal, and removal procedure for the Office of the Student Advocate of the Association:

Section 1. Establishment

1.1 The Office of the Student Advocate of the Association is hereby established as a non-political office of the Association for the resolution of any concern, problem, complaint, and/or grievance brought by members of the student fees-paying community at the University.

Section 2. Authority

2.1 The Office of the Student Advocate of the Association shall have all the authority necessary to effectively perform their duties in a timely and efficient manner provided that it is consistent with the Constitution, Bylaws, Statutes, and official policies of the Association including the following specific powers:

2.1.1 The Student Advocate of the Association shall have access to all pertinent files, records, electronic databases, research materials, data, and other informational resources of the University provided that such information may be obtained in compliance with all relevant local, state, and federal laws.

2.1.2 The Student Advocate of the Association may not be excluded from any meeting of the Faculty Senate or its standing committees or temporary committees; University committees; Senate meetings or its standing committee meetings or temporary committee meetings including executive sessions when seeking just solutions to any concern or problem.

2.1.3 All faculty members, administrators, staff persons, employees, and other personnel of the University will cooperate with requests from The Office of the Student Advocate of the Association made through administrative channels in the performance of the responsibilities of the office.

2.1.4 The Treasurer of the Association shall have full authority over the budget of the Office of the Student Advocate, with individual expenditures not to exceed $500. Expenditures over $500 shall require the approval of the Senate in the form of a Funding Bill, submitted by the Treasurer of the Association.

Section 3. Procedure for Appointment

3.1 An applicant for the position of Student Advocate of the Association shall be eligible to serve if and only if:

3.1.1 The applicant is a currently enrolled student at the University with at least a 2.50 cumulative grade point average;

3.1.2 The applicant does not hold another Association position

3.1.3 The applicant will have completed at least one semester as a full-time student at the University during the academic year prior to the appointment and will have

completed at least four semesters as a full-time student at any University by the beginning of the fall term following appointment;

3.1.4 Applicants for the position of Student Advocate of the Association must complete an application and schedule an interview with the President of the Association.

3.2 The President of the Association shall appoint an applicant to the position of Student Advocate of the Association with action to be ratified by a two-thirds (2/3) vote of the entire Senate, excluding vacant seats. This appointment shall be done on or before the first meeting of May of each year. The newly-appointed Student Advocate shall train with the outgoing Student Advocate for two weeks following the confirmation of appointment and shall be sworn into office by the first business day of June. The outgoing Student Advocate shall continue to serve in office until the newly appointed Student Advocate is sworn into office and shall afterwards serve in an advisory position until June 30 of that year.

3.2.1 In the event of the Student Advocate of the Association position being filled at any time other than the previously stated appointment date, the President of the Association may define specific training and advisory dates for both the incoming and outgoing Student Advocates of the Association.

Section 4. General Responsibilities

4.1 The Student Advocate of the Association shall be responsible for helping students who approach their office with a question, problem, concern, complaint, and/or grievance regarding University personnel or procedures, hereinafter referred to as "concern," and work towards the resolution, if possible, of that concern.

4.1.1 The Student Advocate may not turn away a student seeking the Advocate's services, unless the Student Advocate gets an exception to this rule cleared by the Association's advisors.

4.2 The Student Advocate of the Association shall have the following responsibilities with regard to Parking and Traffic Appeals

4.2.1 The Student Advocate of the Association shall be responsible for assisting any student who approaches their office with filing an appeal to the Traffic Appeals Committee regardless of whether the appeal is an "in-person" or "written only" appeal.

4.2.2 The Student Advocate of the Association shall be responsible for speaking to the University Committees responsible for parking and traffic appeals on a regular basis regarding pending appeals in an effort to create a professional and cordial working relationship between the University Police Department and the office of the Student Advocate.

4.2.3 The Student Advocate of the Association shall be responsible for obtaining copies of all student appeals that are to go before the Parking and Traffic Appeals Committee and shall be responsible for attempting, at least once, to contact all appellants who have not already contacted the Student Advocate in an attempt to better advise students of how the appeals process works.

4.2.4 It shall be the sole responsibility of the Student Advocate of the Association to give advice to students, if the student is unsure, whether they should appeal a traffic ticket

or not. Further, only the Student Advocate of the Association may attempt to "plea bargain" with the Parking or Traffic Supervisor on behalf of a student.

4.2.5 The Student Advocate of the Association shall be responsible for representing all students at regular sessions of the Parking and Traffic Appeals Committee to the best of their ability, regardless of whether they have met with a particular student. Only in cases where it is impossible for the Student Advocate of the Association to appear a designee of the Student Advocate shall appear in the Advocate's place.

4.2.5.1 This shall not be construed to imply that the Student Advocate of the Association is required to attempt to have every ticket brought before the Parking and Traffic Appeals Committee overturned. If the Student Advocate of the Association feels that a ticket was truly deserved, they may choose to not advocate for its dismissal so that, when the Student Advocate of the Association does find a ticket that should be dismissed, they may argue with full credibility towards its dismissal.

4.3 The Student Advocate of the Association shall have the following responsibilities with regard to academic appeals

4.3.1 The Student Advocate of the Association will work with students in preparing to file appeals to the Academic Appeals Court in consultation with the Academic Appeals Court coordinator.

4.3.2 The Student Advocate of the Association shall be responsible for obtaining any information necessary for the student's appeal that the student has been unable to obtain on their own. This can include, but is not limited to, copies of the course syllabus, homework assignments and tests, and documented interviews with the members of the faculty related to the appeal.

4.3.3 At the request of the student, the Student Advocate of the Association shall represent the student before the Academic Appeals Committee meeting. The Student Advocate of the Association can act as a full representative and present the student's case on the student's behalf, or the Student Advocate of the Association can simply act as counsel for the student if the student chooses to represent themselves.

4.3.4 The Student Advocate of the Association shall perform other duties that are necessary to best assist the student on a case-by-case basis.

4.4 The Student Advocate of the Association may follow these procedures to resolve students' other concerns:

4.4.1 Creating a temporary committee composed of members of the University and larger community to be chaired by the Student Advocate of the Association or their designee to investigate the concern and provide a recommendation for how to handle the concern;

4.4.2 Obtaining and supplying information requested and/or referring the student to the proper source where information may be obtained;

4.4.3 Accepting suggestions and referring students to the appropriate persons within the University. The Student Advocate shall be responsible to follow up on the disposition of these suggestions periodically;

4.4.4 Investigating concerns and recommending solutions to the parties concerned;

4.4.5 Recommending to the proper administrator and/or decision-making body a solution to a concern;

4.4.6 Explaining University policies and procedure to uninformed students and to students with unjustified complaints;

4.4.7 Mediating situations between parties of a dispute to bring about a resolution to a dispute;

4.4.8 Reporting findings and recommendations for a solution to a concern to the President of the Association, Vice President of Student Affairs, and to other appropriate officials;

4.4.9 Referring a concern to an appropriate administrator if a conflict of interest arises;

4.4.10 Assisting a student, upon request by that student, in preparing an appeal to University committees and courts;

4.4.11 Providing a sense of closure to the student when no action is advisable.

4.5 All concerns received by the Office of the Student Advocate must be resolved within thirty (30) days after they are received or the Student Advocate of the Association must explain the delay in general terms, without violating the confidentiality of the case, to the President of the Association.

4.6 The Student Advocate of the Association shall be responsible for documenting information on any person requesting the services of the office. A standardized form shall be completed which will include the student's name (only if they wish to have it documented), the date the concern is filed, the nature of the concern, and explanation of action taken by the Office of the Student Advocate. All individual case records shall be accessible only to the staff of the Office of the Student Advocate.

4.7 The Student Advocate of the Association shall be responsible for keeping a record of the number, nature, and disposition of concerns and shall report this information monthly to the Senate.

4.8 The Student Advocate of the Association shall be responsible for publicizing the Office of the Student Advocate.

4.9 The Student Advocate of the Association shall be responsible for maintaining 20 office hours.

Section 5. Grounds for Removal

5.1 The following shall constitute grounds for removal of the Student Advocate of the Association:

5.1.1 Failure to perform the prescribed responsibilities listed in this statute or other specific written responsibilities assigned by the President of the Association and approved by a two-thirds (2/3) of the Senate;

5.1.2 Failure to maintain eligibility for office.

Section 6. Removal Procedure

6.1 The Student Advocate of the Association may be removed from office at the request of the President of the Association with such request to be approved by a two-thirds (2/3) roll call vote of the entire Senate.

Section 7. Staff of the Office of the Student Advocate

7.1 The following positions are established to assist the Student Advocate of the Association in carrying out the responsibilities of the office: Associate Student Advocate, Assistant Student Advocate, and Secretary to the Student Advocate. These positions may be left unfilled if the Student Advocate so chooses.

7.2 The Associate Student Advocate, the Assistant Student Advocate, and the Secretary to the Student Advocate shall be hired by the Student Advocate of the Association with the consent of the President of the Association.

7.3 All staff of the Office of the Student Advocate shall report directly to the Student Advocate.

7.4 The staff shall have all the responsibilities assigned to the Office of the Student Advocate by this statute, as well as any additional responsibilities assigned to them by the Student Advocate.

Amended from the Statute previously approved and enacted on 1968-11-05, 1996-04-17, 2002-04-17, 2002-05-01, 2002-09-11, 2004-01-21, 2004-04-07, 2005-05-04, 2012-08-08, 2013-11-20, 2014-04-30, and 2016-10-19.

S023 The Association's Records

Approved and Enacted by the Student Senate on 2017-09-30.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for the maintenance, compilation, and publication of the Association's public records.

Section 1. Maintenance

1.1 The Chief of Operations shall be responsible to oversee the maintenance and compilation of the Association's public records.

1.2 The following shall constitute the Association's public records:

1.2.1 All current Association regulations and procedures;

1.2.2 All records relating to the activities of the Senate, each Senate Committee, and the Senate Review Board;

1.2.3 All records relating to the activities of the Executive Officers;

1.2.4 All records relating to the activities of the Supreme Court.

1.3 All public records not available on the Association's website shall be made available within one week of a request made in the Association's offices; the Chief of Operations shall be responsible to fulfill any such requests.

1.4 The Student Advocate shall be responsible to maintain any records related to their office's caseload; such records contain confidential and legally protected information and shall therefore not be considered public records.

1.5 All public and private records shall be maintained and made available in a manner consistent with the Association's Conservation Efforts as outlined in Article III, Section 4 of the Bylaws.

Section 2. Compilation and Publication

2.1 The Association's public records produced in each academic year shall be compiled and published in a document known as the Association Journal.

2.1.1 A print edition of the Journal of the previous Session shall be made available for reference in the Association's offices for one year subsequent to its compilation.

2.1.2 Older editions of the Journal shall be archived with the University Libraries.

2.2 Volume One of the Journal shall be compiled and made available on the Association's website within one week of any change to the following:

2.2.1 The Constitution;

2.2.2 The Student Bill of Rights;

2.2.3 The Bylaws;

2.2.4 Any Statutes.

2.3 Volume Two shall be compiled at the end of each Session to reflect the following for the academic year:

2.3.1 The Legislative Record, including the records of each Senate and Committee meeting and the complete text of all Senate Bills, Funding Bills, and Resolutions;

2.3.2 The Executive Record, including the complete text of all Executive Orders and all official reports submitted to the Executive Officers and the Senate;

2.3.3 The Judicial Record, including the Court's Policies and Procedures, records of each Court meeting, and the official text of any majority and minority Opinions of the Court.

2.4 At the beginning of the Executive Officers' term, the outgoing President shall present the finalized Journal for the previous academic year to their successor; all subsequent records shall be compiled into the Journal for the coming year.

2.5 All precise dates referenced in the Journal shall be given in the format of YYYY-MM-DD.

2.6 All public records shall be written, in a good faith effort, excluding gendered pronouns.

Section 3. Current Regulations and Procedures

3.1 Volume One shall include a section containing the current Constitution.

3.1.1 This section shall be titled: "Student Government Association Constitution."

3.1.2 The Constitution shall be preceded by: "Approved and Enacted by a Referendum of the members of the Association and by the President of the University on (date)."

3.1.3 The Constitution shall be followed by: "Amended from the Constitution previously approved and enacted on (date), (date), and (etc.)."

3.2 Volume One shall include a section containing the current Student Bill of Rights.

3.2.1 This section shall be titled: "Student Bill of Rights."

3.2.2 This section shall bear the subtitle: "Joint Statement on Rights and Freedoms of the members of the Association."

3.2.3 The Student Bill of Rights shall be preceded by: "Approved and Enacted by the Student Senate, by the Faculty Senate, and by the President of the University on (date)."

3.2.4 The Student Bill of Rights shall be followed by: "Amended from the Student Bill of Rights previously approved and enacted on (date), (date), and (etc.)."

3.3 Volume One shall include a section containing the current Bylaws.

3.3.1 This section shall be titled: "Student Government Association Bylaws."

3.3.2 The Bylaws shall be preceded by: "Approved and Enacted by the Student Senate and the President of the University on (date)."

3.3.3 The Bylaws shall be followed by: "Amended from the Bylaws previously approved and enacted on (date), (date), and (etc.)."

3.4 Volume One shall include a section containing the current text of any Statutes.

3.4.1 This section shall be titled: "Student Government Association Statutes."

3.4.2 The text of each Statute shall be preceded by its Statute Number and title.

3.4.2.1 The Statute Number shall be in the format of the letter S followed by three digits indicating its ordinal place among the Statutes.

3.4.1.2 Statute Numbers shall persist in perpetuity regardless of its amendment or repeal.

3.4.2 Each Statute shall be preceded by: "Approved and Enacted by the Student Senate on (date)."

3.4.3 Each Statute shall be preceded by an Enactment Clause outlining its purpose and scope, beginning with: "The following regulations and procedures are hereby established for (purpose and scope)."

3.4.4 Each Statute shall be followed by: "Amended from the Statute previously approved and enacted on (date), (date), and (etc.)."

Section 4. Senate and Committee Records

4.1 Volume Two shall include a section containing the records from each Senate meeting during the Session.

4.1.1 These records shall be organized by the date of each Senate meeting, beginning with the first meeting of the Session.

4.1.2 The record for each Senate meeting shall be titled: "(Regularly Scheduled or Special, as appropriate) Senate Meeting, (date)."

4.1.3 Each record shall include approved minutes for the meeting.

4.1.4 Each shall include a roll call record for the meeting bearing the presence or absence of each Senator, Executive Officer, and member of the Cabinet and the voting record for each substantive (i.e., not procedural) vote taken by roll call.

4.1.5 Each record shall end with a summary of all substantive decisions or actions taken during the meeting.

4.2 Volume Two shall include a section containing the records from each Senate Committee meeting during the Session.

4.2.1 These records shall be organized by Committee then by the date of each Committee meeting, beginning with the first meeting of the Session.

4.2.2 The record for each Committee meeting shall be titled: "(Name of the Committee) Meeting, (date)."

4.2.3 Each record shall include an agenda for the meeting.

4.2.4 Each record shall include an attendance record for the meeting.

4.2.5 Each record shall end with a summary of all substantive decisions or actions taken during the meeting.

Section 5. Senate Bills

5.1 Volume Two shall include a section containing all Senate Bills considered or approved during the Session.

5.2 A Senate Bill shall be drafted for the following actions or decisions:

5.2.1 Any amendment to the Constitution;

5.2.2 Any amendment to the Bylaws;

5.2.3 Any new statute, amendment thereto, or repeal thereof;

5.2.4 Any appointment made according to the regulations and procedures outlined in S034;

5.2.5 Granting or revoking recognition of any organization according to the regulations and procedures outlined in S002;

5.2.6 The sanction of any Association official, Senator, or committee member according to the regulations and procedures outlined in S061.

5.3 A single Senate Bill may include multiple related actions or decisions that shall be approved or rejected by a single vote.

5.4 Senate Bills shall be organized by the date of their presentation to the Senate.

5.5 The text of each Senate Bill shall be preceded by its Senate Bill Number and title.

5.5.1 The Senate Bill number shall be in the format of the letters SB, followed by two digits representing the Session, followed by three digits indicating its ordinal place among Senate Bills.

5.5.2 Senate Bill Numbers shall persist for the duration of the Session regardless of approval or rejection.

5.6 The text of each Senate Bill shall be preceded by the names of its author(s) and sponsor(s) and the date of its presentation to the Senate.

5.7 The text of each Senate Bill shall contain a sentence outlining each action taken by that Senate Bill in the following formats, as appropriate:

5.7.1 "Present the following amendment to the Constitution to the members of the Association:"

5.7.2 "Amend the Bylaws:"

5.7.3 "(Enact/Amend/Repeal) (Statute Number):"

5.7.4 "Approve the appointment of (name) to the position of (position)."

5.7.5 "(Grant/Revoke) the recognition of (organization)."

5.7.6 "Approve the following sanction of (name):"

5.8 The text of each Senate Bill shall be followed by the date of its approval or rejection by the Senate in the format: "(Approved/Rejected): (date)"

5.9 The text of each Senate Bill shall be followed by the signature of the President and Vice President of the Association and the dates of their signatures.

5.9.1 The Vice President shall sign Senate Bills only with the title of "President of the Senate".

5.9.2 Should the President of the Association veto any Senate Bill amending the Bylaws or enacting, amending, or repealing any Statute, the President's signature line shall bear

the word "veto" and the Executive Order Number for the Executive Order issuing the veto.

5.9.3 The text of each Senate Bill amending the Bylaws or enacting, amending, or repealing any Statute shall be followed by the signature of the President of the University and the date of the signature.

5.9.4 Should the President of the University veto such a Senate Bill, their signature line shall bear the word "veto" and the date of the Memorandum issuing the veto.

Section 6. Funding Bills

6.1 Volume Two shall include a section containing all Funding Bills considered or approved during the Session.

6.2 A single Funding Bill may include multiple related allocations or expenditures that shall be approved or rejected by a single vote.

6.3 Funding Bills shall be organized by the date of their presentation to the Senate.

6.4 The text of each Funding Bill shall be preceded by its Funding Bill Number and title.

6.4.1 The Funding Bill Number shall be in the format of the letters FB, followed by two digits representing the Session, followed by three digits indicating its ordinal place among Funding Bills.

6.4.2 Funding Bill Numbers shall persist for the duration of the Session regardless of approval or rejection.

6.5 The text of each Funding Bill shall be preceded by the names of its author(s) and sponsor(s) and the date of its presentation to the Senate.

6.6 The text of each Funding Bill shall contain the following information, as appropriate:

6.6.1 The name of the party/parties requesting funding;

6.6.2 The amount for each line item in the requested budget;

6.6.3 The amount recommended by the Budget and Finance Committee for each line item in the requested budget;

6.6.4 The total amount allocated by the Funding Bill;

6.6.5 The total year-to-date allocations made from the applicable fund.

6.7 The text of each Funding Bill shall be followed by the date of its approval or rejection by the Senate in the format: "(Approved/Rejected): (date)"

6.8 The text of each Funding Bill shall be followed by the signature of the President, Vice President, and Treasurer of the Association and the dates of their signatures.

6.8.1 The Vice President shall sign Funding Bills only with the title of "President of the Senate".

Section 7. Resolutions

7.1 Volume Two shall include a section containing all Resolutions considered or approved during the Session.

7.2 Resolutions shall be organized by the date of their presentation to the Senate.

7.3 The text of each Resolution shall be preceded by its Resolution Number and title.

7.3.1 The Resolution Number shall be in the format of the letter R, followed by two digits representing the Session, followed by three digits indicating its ordinal place among Resolutions.

7.3.2 Resolution Numbers shall persist for the duration of the Session regardless of approval or rejection.

7.4 The text of each Resolution shall be preceded by the names of its author(s) and sponsor(s) and the date of its presentation to the Senate.

7.5 The text of each Resolution shall contain several Whereas Clauses justifying it.

7.6 The text of each Resolution shall contain several Resolved Clauses outlining the opinion, will, or intent of the Senate expressed therein.

7.7 The text of each Resolution shall contain a Resolved Clause designating its recipients.

7.8 The text of each Resolution shall be followed by the date of its approval or rejection by the Senate in the format: "(Approved/Rejected): (date)"

7.9 The text of each Resolution shall be followed by the signature of the President and Vice President of the Association and the dates of their signatures.

7.9.1 The Vice President shall sign Resolutions only with the title of "President of the Senate".

7.10 Each Resolution shall be made publicly accessible to the Senate at least 24 hours prior to the senate meeting of which it is first being presented. If the Senate is provided with less than 24 hours to review each Resolution, the resolution(s) will be tabled to the subsequent meeting except in the case of extraordinary circumstances.

7.10.1 Such extraordinary circumstances shall include, but are not limited to, the following:

7.10.1.1 It is the last Senate Meeting of the current Session;

7.10.1.2 It is the last Senate meeting of a Semester

7.10.1.3 Cancellation of the subsequent meeting;

7.10.1.4 Late notice of an urgent matter pertaining to the State Legislature;

7.10.1.5 Late notice of an urgent matter pertaining to Wichita State University.

7.10.2 In the case of any such extraordinary circumstances, the Senate shall debate and vote to override the 24 hour regulation outlined in Section 7, paragraph 7.10 of this statute with a 2/3 vote.

Section 8. Executive Records

8.1 Volume Two shall include a section containing all Executive Orders issued by the President of the Association during their term.

8.2 An Executive Order shall be drafted for the following actions or decisions:

8.2.1 The creation or dissolution of any Executive Committee;

8.2.2 The transfer of the duties and responsibilities of the President to the Vice President in the case of the President's temporary absence;

8.2.3 The transfer or expenditure of funds by the Treasurer not requiring Senate approval according to the regulations and procedures outlined in S027;

8.2.4 The request of an Opinion of the Court;

8.2.5 A veto.

8.3 Executive Orders shall be organized by the date of their issue.

8.4 The text of each Executive Order shall be preceded by its Executive Order Number.

8.4.1 The Executive Order Number shall be in the format of the letters EO, followed by two digits representing the Session, followed by three digits indicating its ordinal place among Executive Orders.

8.4.2 Executive Order Numbers shall persist for the duration of the Session regardless of approval or rejection.

8.5 The text of each Executive Order shall be preceded by the date of its presentation to the Senate.

8.6 The text of each Executive Order shall contain several Whereas Clauses justifying it.

8.7 The text of each Executive Order shall contain several Ordered Clauses outlining the action ordered therein.

8.8 The text of each Executive Order shall contain an Ordered Clause designating its recipients.

8.9 The text of each Executive Order shall be followed by the date of its issue in the format: "Issued: (date)"

8.10 The text of each Executive Order shall be followed by the signature of the President of the Association.

8.11 Volume Two shall include the complete text of all official reports submitted to the Executive Officers and to the Senate, including election reports, financial reports, and Senate Review Board complaints and outcomes.

Section 9. Judicial Records

9.1 Volume Two shall include a section containing the Policies and Procedures of the Court in force for the year.

9.1.1 This section shall be titled: "Policies and Procedures of the Court."

9.1.2 The Policies and Procedures shall be preceded by: "Approved and Adopted by the Supreme Court on (date)."

9.1.3 The Policies and Procedures shall be followed by: "Amended from the Policies and Procedures previously approved and adopted on (date), (date), and (etc.)."

9.2 Volume Two shall include a section containing the records from each Court meeting in the academic year.

9.2.1 These records shall be organized by the date of each meeting, beginning with the first meeting of the academic year.

9.2.2 The record for each meeting shall be titled: "Supreme Court Meeting, (date)."

9.2.3 Each record shall include an agenda for the meeting.

9.2.4 Each record shall include an attendance and voting record for the meeting.

9.2.5 Each record shall include the text of any majority and minority Opinions.

9.2.6 Each Opinion shall include the signature of its author(s) and any concurring Justice(s) and the dates of their signatures.

9.2.7 Each record shall end with a summary of all substantive decisions or actions taken during the meeting.

Amended from the Statute approved and enacted on 1970-11-03. 1982-12-08, 1996-10-23, 2000-01-19, 2003-12-03, 3004-01-21, 2004-10-06, 2012-08-08, 2014-01-28, 2015-10-07, 2016-08-31, 2017-09-30.

S027 Association Funding Regulations

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for the management, allocation, and expenditure of all funding under the direct authority of the Association's officers and of the Senate effective 1 July 2014:

Section 1. Individual Funding Guidelines

1.1 Eligibility for funds shall be decided according to the following:

- 1.1.1 Individuals must submit the Individual Funding Request Application, with all documentation, to the Treasurer 45 days prior to the first date of travel;
- 1.1.2 Any currently enrolled student shall be eligible to request individual funding from the Association;
- 1.1.3 Only one funding request per individual may be considered per semester;
- 1.1.4 Up to $1000 in funding per individual may be approved per fiscal year.

1.2 Regulations for the allocation of funds shall be decided according to the following:

- 1.2.1 Should multiple members of a group request individual rather than organization funding for a group function, the request(s) shall not be considered;
- 1.2.2 Individual funding may only be allocated for reducing the costs related to a student's participation in an academic or professional conference;
- 1.2.3 Priority in allocating individual funding shall be given to students presenting research or creative activity at such conferences;
  - 1.2.3.1 Priority for similar completed individual applications shall be on a first come, first serve basis.
- 1.2.4 Individual funding may be allocated to cover up to 50 percent of the cost of registration, up to a maximum of $100;
- 1.2.5 Individual funding may be allocated to cover travel more than 50 miles outside of Wichita and reimbursed according to University Travel Office rates up to:
  - 1.2.5.1 For domestic travel, $300;
  - 1.2.5.2 For international travel, $700.
- 1.2.6 Individual funding may be allocated to cover lodging for up to $200;
- 1.2.7 Individuals not requesting lodging must provide additional proof of attendance;
- 1.2.8 Individual funding shall not be allocated to cover the following costs:
  - 1.2.8.1 Any recreation or entertainment pursued during travel;
  - 1.2.8.2 Submission or publication of research or creative activity;
  - 1.2.8.3 Inherent costs of being a student;
  - 1.2.8.4 Food;
  - 1.2.8.5 Clothing.

1.2.9 Any receipts not submitted within seven (7) business days of return from travel shall not be reimbursed. No reimbursement may be made in excess of the amounts indicated on these receipts or in excess of the amount allocated by the Senate.

1.3 Documentation required to apply for Individual Funding are as follows:

1.3.1 A letter of recommendation from an advisor, professor, or administrator;

1.3.2 Notice of acceptance to the conference The Treasurer may provide an exception in cases where conference acceptance occurs less than 45 days prior to travel;

1.3.3 An official description of the conference;

1.3.4 An itemized budget and proof and/or estimation of all costs, including:

1.3.4.1 Proof of registration cost;

1.3.4.2 For air travel, submit three airfare quotes for the same itinerary and a confirmation of the lowest;

1.3.4.3 For car travel, submit a mileage itinerary using the University as the point of origin.

1.3.5 A completed University Sanctioned Travel Form;

1.3.6 A completed W9 form;

1.3.7 A completed direct deposit information form should the applicant be a University employee;

Section 2. Organization Funding Guidelines

2.1 Eligibility for funds shall be decided according to the following:

2.1.1 Organizations requesting funds must submit the Funding Request Application from the University's chosen organization management portal funding module with all documentation to the Treasurer 45 days prior to the first event date or prior to the first date of travel;

2.1.2 Funding Request Applications for operating expenditures may be submitted anytime between the renewal of an organization's management portal and the registration for the annual Nuts and Bolts conference and the final meeting of the current year's session;

2.1.2.1 Special consideration will be given contingent on Organizational Funding Early Application Contract agreement if first date of travel or of an event occurs sooner than 45 days following renewal of the organization's management portal and the registration for the annual Nuts and Bolts conference

2.1.3 All Funding Request Applications must be submitted with full documentation by the final meeting of the current year's session;

2.1.3.1 This includes applications for travel or events occurring between the end of the spring semester and renewal of an organization's management portal and the registration for the annual Nuts and Bolts conference.

2.1.4 Any organization recognized according to the procedure outlined in S002 shall be eligible to request organization funding from the Association;

2.1.5 Only one funding request per organization may be considered per semester;

2.1.6 Up to $700 in funding per provisional organization may be approved per fiscal year;

2.1.7 Up to $2000 in funding per student organization may be approved per fiscal year.

2.2 Regulations for the allocation of funds shall be decided according to the following:

2.2.1 Organization funding may be allocated for the support and expansion of programming and operation costs to Recognized Student Organizations as per S002;

2.2.2 Priority for completed Organization applications shall be on a first come, first serve basis;

2.2.3 Organization funding may be allocated to cover conference registration up to $250 with no one participant exceeding $100 in allocation;

2.2.4 Organization funding may be allocated to cover travel more than 50 miles outside of Wichita, and reimbursed according University Travel Office rates, up to:

2.2.4.1 For air travel, $300 per student for up to four students;

2.2.4.2 For car travel, $400;

2.2.4.3 For bus travel, $1200.

2.2.5 Organization funding may be allocated to cover lodging for up to $400 for the duration of the organization's stay at the conference, with no one participant exceeding $200 in allocation;

2.2.6 Organizations not requesting lodging must provide additional proof of attendance;

2.2.7 Organization funding may be allocated to cover expenses arising from organization programming or projects that primarily serve members of the Association, including:

2.2.7.1 Up to $100 in advertising costs;

2.2.7.2 Up to $1,000 in honoraria for speakers or special presenters;

2.2.7.3 Up to $700 in venue reservations.

2.2.8 Organization funding may be allocated to cover operational expenses up to $500 per year;

2.2.9 Organization funding may not be allocated to multiple organizations for the same event, project, trip, etc;

2.2.10 Organizations may only apply for one funding allocation per funding request;

2.2.10.1 A funding allocation shall be considered as operating expenses, programming and project expenses or conference travel and registration

2.2.11 Organization funding shall not be allocated to cover the following costs:

2.2.11.1 Inherent costs of being a student;

2.2.11.2 Programs or projects intended to raise any funds or other material support for the organization or for third parties;

2.2.11.3 Donations or other material support to third parties;

2.2.11.4 Chapter dues to national or international organizations;

2.2.11.5 Banking charges, maintenance fees, or utilities expenses;

2.2.11.6 Gifts, competitive awards, gift cards, or unapproved honoraria;

2.2.11.7 Food, except where that food is the principal focus of the event and serves the function of cultural education;

2.2.11.8 Firearms, ammunition, weapons, or any devices whose primary function is violence or destruction;

2.2.11.9 The cost of any alcohol;

2.2.11.10 Petty cash or cash-on-hand;

2.2.11.11 Clothing;

2.2.11.12 Any recreation or entertainment pursued during travel;

2.2.11.12 Telephonic expenditures;

2.2.12 All goods and services purchased with organization funding must be purchased on campus whenever possible;

2.2.13 All purchases must be made within 30 days of approval or forfeit reimbursement;

2.2.14 Any advertisement, promotional materials, postage and correspondence materials, and websites supported by organization funding shall include the note: "Partially Funded by the Student Government Association."

2.2.14.1 Any Organization not complying with this regulation may have its funding suspended or revoked.

2.3 Documentation required in an application for Organization Funding is as follows:

2.3.1 A description of the funding's intended use and the ways in which it benefits the University and members of the Association;

2.3.2 An itemized budget;

2.3.3 A completed W9 form for the party being reimbursed;

2.3.4 Proof of registration cost, if applicable;

2.3.5 For travel funding the following must also be provided:

2.3.5.1 A completed University Sanctioned Travel Form;

2.3.5.2 A letter of recommendation from an advisor, professor, or administrator;

2.3.5.3 Notice of acceptance to the conference;

2.3.5.4 An official description of the conference;

2.3.5.5 For air travel, submit three airfare quotes for the same itinerary and a confirmation of the lowest;

2.3.5.6 For bus travel, submit three bus fare quotes for the same itinerary and a confirmation of the lowest;

2.3.5.7 For car travel, submit a mileage itinerary using the University as the point of origin;

2.3.6 Agendas for projects must be submitted in writing

Section 3. Process for Application

3.1 Upon receipt of an application, the Treasurer may schedule a meeting with the requestor to review and request any additional germane information;

3.2 The Treasurer shall make a determination regarding adherence to S027 to accept or decline the request:

3.2.1 Upon acceptance of the request, the Treasurer shall set a date to hear the request before the Budget and Finance Committee;

3.2.2 Upon the Treasurer's declination of the request, the Treasurer shall communicate this decision to the requestor.

3.3 The Budget and Finance Committee shall hear each request that the Treasurer has accepted and make a recommendation to the Senate regarding the request:

3.3.1 Upon approval of the request entirely, in part, or with revisions, the Treasurer shall present a Funding Bill to that effect at the next Senate meeting, inform the requester of the meeting date, and encourage the requestor to attend said meeting;

3.3.2 Upon rejecting the request, the Treasurer shall communicate the decision and the reasoning behind that decision to the requestor in writing;

3.3.3 Should the requestor believe that the Budget and Finance Committee is biased in its decision, they may submit a written appeal to the Vice President and Treasurer. The Vice President may, at their own discretion, refer the request to any Senate committee with the Treasurer acting as chair.

3.4 A Funding Bill outlining a request for individual funding shall be considered as a matter of timely nature by the Budget and Finance Committee, the Treasurer, and the Student Senate;

3.5 Should the Senate approve and enact the Funding Bill, the requestor shall submit all receipts for approved expenses to the Treasurer.

3.6 Should the Senate reject the Funding Bill, the Treasurer shall communicate this decision to the requestor in writing.

3.7 Any receipts not submitted within seven (7) business days of return from travel shall not be reimbursed. No reimbursement may be made in excess of the amounts indicated on these receipts.

3.8 Any receipts from an organization funding request that are not submitted within seven (7) days of the last day of the event shall not be reimbursed. No reimbursement may be made in excess of the amounts indicated on these receipts.

3.9 The Treasurer of the Association shall have the sole power to deny the disbursement of funds for the following reasons:

3.9.1 Submission of documentation for a different use that what the organization was approved for;

3.9.2 Inability of the organization's request to comply with the Division of Accounts & Reports Policy and Procedure Manual, pursuant to K.S.A. 75-3728;

3.9.3 Purchase of items from a different vendor than a duly certified State of Kansas or the University contract vendor;

3.9.4 Fraud or misrepresentation of documentation, or any attempt to defraud or embezzle funds from Association sponsored events.

3.10 No more than 65% of all individual and organization funding available in a given fiscal year shall be allocated prior to December 31 of that year and no more than 35% shall be allocated prior to June 30 of that year without the approval of a two-thirds majority of the Senate as defined by the Bylaws.

3.11 Any funds not allocated shall revert to the Association's Individual or Organization Reserve at the end of the fiscal year.

3.12 The Treasurer of the Association shall be responsible for ensuring that contractually binding agreements the Association enters into with vendors on behalf of student organizations are executed in compliance with the University's Execution of Contracts Policy at Section 1.04 of the WSU Policies and Procedures Manual.

Section 4. The Association's Office Budget

4.1 The Association's office budget shall be prepared and submitted to the Student Fees Committee prior to the annual allocation of student fees. The Senate shall approve or amend the office budget as a part of the student fees recommendation according to the procedure outlined in S029.

4.2 No expenditure or transfer of funds that deviates from this budget in excess of $500 may be made prior to the approval of a Funding Bill drafted and presented by Treasurer outlining it by a simple majority of the Senate.

4.2.1 No Funding Bill outlining an expenditure or transfer of funds in excess of $500 but less than $5000 may be acted on at the same Senate meeting at which it is presented unless it is deemed to be of a timely nature.

4.2.2 No Funding Bill outlining an expenditure or transfer of funds in excess of $5000 may be deemed to be of a timely nature.

4.3 No expenditure or transfer of funds that deviates from this budget by less than $500 may be made prior to the approval of the President and Vice President. The Treasurer shall report any such expenditures or transfers at the next Senate meeting.

4.4 The Treasurer of the Association shall reconcile the office budget within a fortnight following the end of each month and present it at the next Senate meeting, upon request.

Amended from the Statute previously approved and enacted on 2000-11-08, 2003-02-05, 2004-01-21, 2004-09-08, 2005-02-16, 2005-05-04, 2007-12-05, 2008-11-05, 2010-09-29, 2012-08-08, 2013-09-11, 2014-09-03, 2015-03-25, 2016-08-31, 2017-09-30.

S029 Distribution of Student Fees

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Senate of the University that the following statute governs the definition and distribution of all Association "student fees":

Section 1. Definition of Term

1.1 For the purpose of this statute, “student fees" shall be construed to include all funds collected from students enrolled at the University which are assessed on the basis of a headcount tiered system and paid or assessed at the enrollment and/or fee payment periods, excluding tuition; and all funds collected from students enrolled at the University which are paid or assessed at the enrollment and/or fee payment periods specifically assessed to supplement student fees for a particular program or activity, but are assessed on a basis other than credit hours.

Section 2. The Student Fees Committee

2.1 The composition of the Student Fees Committee shall be as follows:

- 2.1.1 The Treasurer of the Association, serving as chairperson of the committee
- 2.1.2 The President of the Association
- 2.1.3 The Vice President of the Association
- 2.1.4 Four (4) students appointed by the President of the Association and confirmed by a two-thirds (2/3) vote of the Student Senate
- 2.1.5 The Vice President of Student Affairs
- 2.1.6 The Vice President for Administration & Finance or their designee
- 2.1.7 The Associate Vice President for Finance and Administration and Director of Budgets
- 2.1.8 The Director of Financial Aid

2.2 The non-student members of the Student Fees Committee shall serve as ex-officio, non-voting members.

2.3 The three (4) student members must be appointed to the Student Fees Committee at least one (1) week prior to the beginning of student fees budget hearings.

Section 3. Opening Hearings and Deliberations

3.1 The Student Fees Committee is required to hold no fewer than two (2) open hearings and one (1) open deliberation period relating to the requests made upon the said committee by various departments, organizations, and agencies within the University.

3.2 The Student Fees Committee shall ordinarily conduct these hearings prior to the last week of February.

3.3 Minutes of all open hearings and open deliberations must be taken. A secretary will be named by the committee to take these minutes.

Section 4. Division of Funds

4.1 Line item appropriations of student fees shall be divided into two groups:

4.1.1 The first group shall be the "Automatic Appropriations" which are also referred to as the "Fixed Line Items."

4.1.1.1 These funds will be allocated in a specific dollar amount for distribution to each of the specified line items.

4.1.1.2 The line items contained in this group do not come under the appropriation authority of the Senate. The level of appropriation shall be determined by the Student Fees Committee with the approval of the President of the University.

4.1.1.3 The only line items contained in this group are: (1) Rhatigan Student Center; (2) Sunflower; (3) Educational Opportunity Fund; (4) Student Affairs; (5) Campus Recreation; (6) Student Government Association;

4.1.1.3.1 Rhatigan Student Center contains: Rhatigan Student Center operations, RSC Repair and Replacement Reserve, RSC Buildings Improvement Fund, and RSC Remodeling Project Debt Service.

4.1.1.3.2 Sunflower contains Sunflower Operations and Sunflower Equipment Reserve.

4.1.1.3.3 Educational Opportunity Fund contains International Scholarship Fund – Study Abroad and International Scholarship Fund.

4.1.1.3.4 Student Affairs contains: Student Involvement, Student Health, Child Development Center, Counseling and Testing Center – Prevention Services, Student Conduct and Community Standards, and Student Affairs Restricted Use Salaries and Programs.

4.1.1.3.5 Campus Recreation contains: Operating Account, Capital Equipment Reserve – Traditional Funding, Capital Equipment Reserve – HVAC Replacement, Sports Clubs, and WSU Rowing Team.

4.1.1.3.6 Student Government Association contains: SGA Office Expenditures, SGA Allocations, SGA Individual Allocations, SGA Collegiate Readership Program, and SGA Student Advocate.

4.1.1.4 In order for any line item to be added or subtracted from this group, a two-thirds (2/3) majority consent of the Senate and a simple majority consent of the Student Fees Committee must be obtained. The President of the University retains the power of veto on these actions.

4.1.2 The second group shall be the "Non-Automatic Appropriations," which are also referred to as the "Non-Fixed Line Items."

4.1.2.1 These funds will be allocated in a specific dollar amount for distribution to each of the specified line items.

4.1.2.2 The line items contained in this group come under the appropriation authority of the Association.

Section 5. Eligibility for Appropriation

5.1 No line item of the Non-Automatic Appropriations group may be a student club or organization which is eligible to receive an allocation from the Association through the Association's own line item appropriation.

5.2 Any program or activity which is not in compliance with the Constitution, Bylaws, Statutes, and/or Resolutions of the Association shall not be eligible to receive Association funds.

Section 6. Student Fees Committee Appropriations and Recommendations

6.1 The following information on line item requests shall be made available to Student Fees Committee members at least two (2) weeks prior to the beginning of budget hearings:

6.1.1 A detailed request for the upcoming fiscal year, including projected revenue and expenses.

6.1.2 Information representing current fund reserve levels, reserve levels at the end of the previous fiscal year, and projected fund reserve levels at the end of the current fiscal year.

6.1.3 A copy of the detailed budget request for the previous fiscal year.

6.1.4 A list of total amounts requested for the previous five (5) years.

6.1.5 Detailed actual revenue and expense reports for the previous fiscal year.

6.1.6 Bond retirement schedules for debts being serviced by student fees.

6.2 Any program or activity which cannot provide the above detailed information, in said time limit, must be granted an exception by the Student Fees Committee or its request will not be considered.

6.3 After the student fees budgeting process, the information collected under Section 6.1 shall be kept on file and available for public inspection

6.4 At the conclusion of the student fees hearings, the Student Fees Committee shall set the level of appropriation of the Automatic Appropriations, with the approval of the President of the University, and shall make recommendations to the Senate concerning the level of appropriation for the Non-Automatic Appropriations.

6.5 The University Budget Office shall continue to maintain the function of processing the request and preparing the budget both Automatic and Non-Automatic Appropriations. This is not to construe authority for appropriation.

6.6 Any line item that so chooses may attend and offer a presentation to the Senate in support of their appropriation request when that request is being considered.

6.7 The Treasurer of the Association shall monitor all student fees line item accounts with the cooperation of the Wichita State University Controller's Office.

6.8 The Controller of the University, upon closing of the University books each fiscal year, shall make a report to the Student Fees Committee on the status of the unallocated student fees reserve account and the reserve level in each line item account. This report shall also include the actual amount of credit hours that were recorded for that fiscal year.

Section 7. Increases or Decreases in Student Fees

7.1 Increases or decreases in student fees shall be recommended by the Student Fees Committee and sent to the Senate for approval. The Senate may alter the Student Fees Committee's recommendations and by majority vote make its own recommendations to the President of the University who shall have final authorization for setting fees.

7.2 All fiscal policies considered by either the Administration or the Senate must have notice at least two (2) meetings before the enactment of the said policy.

7.3 Should the enactment of the said policy become necessary based on an emergency situation, during a period when the Senate does not meet, the following provisions must be met:

7.3.1 The Senate will allow implementation for one fiscal year of any policy that the Senate, at its first meeting following the enactment of the said policy, deems initiated by any actual emergency.

7.3.2 The Senate, should it decide that the situation did not warrant such action, demands that all monies received from such an action be refunded in one of two ways:

7.3.2.1 If possible, the monies shall be refunded directly to the students who paid them;

7.3.2.2 If it is not possible to refund directly to the students, the total amount shall be paid into the Student Fees Reserve (formerly the Campus Privilege Fund) for disbursements by the Senate.

Section 8. Senate Appropriations and Alterations of Student Fees Committee Recommendations to the Senate

8.1 All Student Fees Committee recommendations must be individually approved by a majority vote of the Senate.

8.2 An alteration of a recommendation from the Student Fees Committee may be accomplished by a motion to alter a specific line item recommendation. This motion requires a second and either the consent of at least one member of the Student Fees Committee or the consent of at least one-third (1/3) of the Senate. If an item is moved to committee after the second read of the Student Fees budget it may be done by and only by a majority vote of the Senate.

8.3 All proposed alterations of the recommendations of the Student Fees Committee must be referred to a Senate standing committee for research and a recommendation approved by a majority vote of the entire committee and must be returned from the committee at the next regularly scheduled meeting of the Senate.

8.4 Adoption of proposed alterations of recommendations from the Student Fees Committee requires a majority vote of the entire Senate.

8.5 After the approval of all line item allocations appearing on the Student Fees Budget, a roll call vote shall be taken to approve the entire Student Fees Budget.

8.6 The allocations made by the Senate must be published in a regular issue of the University's student newspaper.

Section 9. Supplemental Allocations

9.1 Funds in the Student Fees Reserve may be drawn upon at times other than the customary Student Fees allocation time, if a need arises by a program or activity qualified to receive

funding from Student Fees monies. The said need must be of a nature that it cannot wait until Student Fees allocation time.

9.2.1 Should such a supplemental allocation be requested between the last regularly scheduled session of the spring semester and the first regularly scheduled session of the fall semester or the first special session called following the annual Association elections, the request shall be handled per Article I, Section 5 of the Bylaws.

9.2.1.1 The President of the Association shall chair discussions of such supplemental requests.

9.2.1.2 At the first regularly scheduled session of the fall semester, the President of the Association shall be responsible for submitting such allocations to the Student Fees Committee for review and reporting them to the Senate.

9.2 For such funds to be allocated, the Student Fees Committee must hear the request and make a recommendation to the Senate. Allocations will follow the normal procedure outlined previously.

9.3 Should such a requested supplemental allocation equal or exceed $5,000, in no case may the Senate approve the allocation at the same meeting at which it is proposed.

9.3.1 Such a supplemental allocation requested between the last regularly scheduled session of the spring semester and the first regularly scheduled session of the fall semester or the first special session called following the annual Association elections shall require a unanimous vote of both the Summer Standing Committee and the Summer Senate.

Section 10. Restrictions on Use of Funds

10.1 Student Fees may not be taken from line item allocations to fund any activities or services which are, by purpose, primarily non-student without prior approval from the Senate.

10.2 Any organization receiving funding of student fees monies must include the Association's by-line "partially funded or funded by S.G.A." on all newsletters, circulars, posters, etc.... Also, during any public event an organization must make mention of the fact that the organization is "partially funded or funded by S.G.A.".

Section 11. Fee Advisory Authority

11.1 The Student Fees Committee shall serve an advisory and review function for the following fiscal items:

11.1 The Athletics Fee;

11.2 Any change in the level of Tuition charged to members of the Association.

Amended from the Statute previously approved and enacted on 1972-02-15, 1996-04-17, 1990-10-31, 1996-10-30, 2004-01-21, 2004-09-01, 2005-02-16, 2005-03-16, 2005-05-04, 2012-08-08, 2013-09-11, 2014-06-07.

S034 Appointment of Association Officials

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for the appointment of Association officials.

Section 1. General Regulations and Procedures

1.1 Any member of the Association who is in good academic standing as defined by the College in which the member is enrolled shall be eligible to serve in any appointed Association position, with the following exceptions:

1.1.1 No Executive Officer, member of the Cabinet, or Senator may serve as a student member of the Supreme Court;

1.1.2 No Executive Officer, member of the Cabinet, Senator, or student member of the Supreme Court may serve as the Student Advocate;

1.1.3 No Executive Officer, member of the Cabinet, or student member of the Supreme Court may serve as a Senator;

1.1.4 Only members of each Senate Committee shall be eligible to serve as the Senate Review Board alternate for the respective Senate Committee Chairperson.

1.2 Unless otherwise indicated, any vacant or available appointed position shall be advertised on the Association's online and social media presence, in ShockerBlast, and in any other appropriate media outlet at least one week prior to the deadline for applications for that position.

1.3 Unless otherwise indicated, any member of the Association who wishes to be considered for appointment to any position shall complete an application by 5:00pm on the Friday prior to any appointment to that position.

1.3.1 Applications shall be made available on the Association's online presence and in the Association's offices at least one business week prior to this deadline.

1.3.2 These applications shall contain the following information:

1.3.2.1 The applicant's name, mailing address, email address, and telephone number;

1.3.2.2 The position(s) the applicant intends to seek;

1.3.2.3 A description of the applicant's interest in the position;

1.3.2.4 A description of the applicant's relevant skills and experiences, which may be supplemented by an attached résumé;

1.3.2.5 A description of at least one goal or project the applicant intends to fulfill should the applicant be appointed to the position and a plan of action for fulfilling it;

1.3.2.6 A description of the applicant's class schedule, campus involvement, work obligations, and other time obligations and the amount of time required by each;

1.3.2.7 Certification that the applicant understands the duties and responsibilities related to the position and that the applicant is willing and able to fulfill those

duties and responsibilities and to comply with the Constitution, Bylaws, and Statutes;

1.3.2.8 A release granting the Association's office permission to verify the applicant's eligibility to serve in the position;

1.3.2.9 The applicant's myWSU ID, date of birth, and signature.

1.3.3 No applicant whose application lacks any of this information shall be considered for appointment to the position unless the omission is corrected by the day before the Senate meeting at which the Senate considers the appointment.

1.3.4 The Association's Office Manager shall verify the eligibility of each applicant.

1.4 Unless otherwise indicated, the President or a designee shall review all applications and conduct a brief interview with each applicant before the Senate considers the appointment.

1.5 Each appointed Association official shall assume all rights, privileges, duties, and responsibilities of that position upon taking the Oath of Office.

Section 2. Procedure for a Single Nomination by the President

2.1 The procedure outlined in this Section shall be followed for appointments to the following positions:

2.1.1 Members of any Senate committee;

2.1.2 Vacant Senate seats;

2.1.3 Student members of any Association, Faculty Senate, and University committee;

2.1.4 Student members of the Supreme Court;

2.1.5 Alternates to the President and Vice President in their service on the Senate Review Board;

2.1.6 The Chief of Operations;

2.1.7 The Director of Public Relations;

2.1.8 The Treasurer;

2.1.9 The Student Advocate.

2.2 The President shall nominate the most qualified applicant for the position based on the applicant's application and interview and shall present the nominee to the Senate.

2.3 Prior to debate, the President or the nominee, as appropriate, shall answer any germane questions from the Senate regarding the nomination.

2.4 The nominee shall be considered appointed by a two-thirds vote of the Senate and shall immediately take the Oath of Office.

2.4.1 A two-thirds (2/3) majority vote of the entire Senate is required for following positions:

2.4.1.1 Treasurer;

2.4.1.2 Student Advocate;

2.4.1.3 Senator

2.5 Incoming members of the Supreme Court shall be required to complete University offered trainings in accordance with Article III, Section 6 of the Bylaws.

2.6 Should the appointment fail, the President shall present a nominee to the position at the next Senate meeting; the President may, at their own discretion, nominate the same applicant again or choose to nominate another applicant.

Section 3. Procedure for a Single Nomination by Committee

3.1 The procedure outlined in this Section shall be followed for the appointment of alternates to the Senate Committee Chairpersons on the Senate Review Board.

3.2 During a Senate Committee meeting, the members of each Senate Committee shall nominate a member of the Committee. This nomination may be made by acclamation or by a plurality vote of a quorum of the Committee without requiring an application.

3.3 The Chairperson of the appropriate Senate Committee shall present the nominee to the Senate.

3.4 Prior to debate, the Chairperson or the nominee, as appropriate, shall answer any germane questions from the Senate regarding the nomination.

3.5 The nominee shall be considered appointed by a simple majority vote of the Senate and shall immediately take the Oath of Office.

3.6 Should the appointment fail, the Chairperson shall present a nominee to the position at the next Senate meeting; the Senate Committee may, at their discretion, nominate the same member again or choose to nominate another applicant.

Section 4. Procedure for Several Nominees to One Position

4.1 The procedure outlined in this Section shall be followed for appointments to the following positions:

- 4.1.1 The Vice President, should the Vice President resign or be removed according to the regulations and procedures outlined in S061;
- 4.1.2 The Chief Election Commissioner, should the Chief Election Commissioner resign, or be removed from the duty of serving as the Chief Election Commissioner according to the regulations outlined in S061.

4.2 The President shall present each eligible applicant for the position to the Senate.

4.3 The applicants may briefly address the Senate regarding their qualifications and interest in the positions.

4.4 Prior to debate, the President or the applicants, as appropriate, shall answer any germane questions from the Senate regarding the nomination.

4.5 The applicant receiving a simple majority vote of the Senate shall be considered appointed and shall immediately take the Oath of Office.

4.6 Should no applicant receive a simple majority vote of the Senate, the two applicants receiving the greatest number of votes shall be subject to an immediate run-off. The applicant receiving a simple majority vote of the Senate in this run-off shall be considered appointed and shall immediately take the Oath of Office.

Section 5. Procedure for Several Nominees to Several Positions

5.1 The procedure outlined in this section shall be followed for the Election Commissioners appointed by the Senate.

5.2 The President shall present each eligible applicant for the position to the Senate.

5.3 The applicants may briefly address the Senate regarding their qualifications and interest in the positions.

5.4 Prior to debate, the President or the applicants, as appropriate, shall answer any germane questions from the Senate regarding the nomination.

5.5 Each Senator present shall cast up to six votes, casting no more than one vote per applicant.

5.6 The six applicants receiving the greatest number of votes of the Senate shall be considered appointed and shall immediately take the Oath of Office.

Section 6. Interim and *Pro Tempore* Appointments

6.1 The President shall have the authority to make interim appointments to any appointed position that may become vacant or available more than one month before the next Senate meeting.

6.1.1 The President shall report such an interim appointment at the next Senate meeting.

6.1.2 Such an interim appointee shall serve until a permanent appointee can be made according to the regulations and procedures outlined in this Statute.

6.1.3 Such an interim appointee shall be compensated according to the regulations and procedures outlined in S062.

6.1.4 The Senate shall retain the right to overturn the appointment of such an interim appointee by a two-thirds majority vote; should the Senate overturn such an interim appointment; the interim appointee shall not be required to return any compensation they received during the interim service.

6.2 The President shall have the authority to make *pro tempore* appointments should any position become vacant or in the temporary absence of any Association official.

6.2.1 In the case that a position becomes vacant, such a *pro tempore* appointee shall serve without compensation until a permanent appointment can be made according to the regulations and procedures outlined in this Statute.

6.2.2 In the case of the temporary absence of any Association official, such a *pro tempore* appointee shall serve without compensation for the duration of that official's absence.

6.2.3 The Senate shall retain the right to overturn the appointment of such a *pro tempore* appointee by a two-thirds majority vote.

Amended from the Statute previously approved and enacted on 1978-09-06, 1991-09-25, 1995-04-26, 1996-10-16, 1997-03-05, 1997-09-24, 1997-11-05, 1998-09-16, 1998-11-11, 1999-02-24, 1999-05-05, 1999-09-22, 1999-09-29, 2001-08-29, 2003-02-19, 2004-01-21, 2004-09-15, 2004-12-08, 2005-05-04, 2007-09-12, 2013-11-06, 2013-11-13, 2014-01-29, and 2014-04-30

S061 Review, Sanction, and Removal of Elected and Appointed Officials, Senators, and Committee members

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for the review, sanction, and removal of all elected and appointed officials, Senators, and committee members of the Association.

Section 1. Initiating a Case for Review, Sanction, or Removal

1.1 The Senate Review Board shall hear a case for the review, sanction, or removal of any elected or appointed official, Senator, member of cabinet, or committee member of the Association for any of the following reasons:

1.1.1 Failure to maintain eligibility for office according to the requirements outlined in the Constitution, Bylaws, or S034

1.1.2 Failure to fulfill the position's respective duties as outlined in the Constitution or the Bylaws

1.1.3 Refusal or failure to comply with the expectations of the Constitution, Bylaws, or Statutes

1.1.4 Violation of any federal, state, or municipal law or of the University's Student Code of Conduct

1.1.5 Committing any fraud or embezzlement compromising the finances or property of the Association of of the University

1.1.6 Violation of the standard of professionalism or respect for human dignity in the performance of the position's respective duties outlined in the Constitution or the Bylaws

1.1.7 Submitting a frivolous or deleterious complaint against any elected or appointed official of the Association without substance, foundation, or reasonable basis

1.1.8 Impeding the progress of any case for review, sanction, or removal of any elected or appointed official of the Association, any conduct proceedings by the University, or any criminal or civil proceedings in a federal, state, or municipal court

1.2 If it is believed that any elected or appointed official, Senator, member of cabinet, or committee member of the Association is guilty of any of the above reasons for review, sanction, or removal, a member of the Association may initiate a case with the Senate Review Board against the official by providing a detailed written complaint against that official to the President or Vice President of the Association or their alternates. Such a complaint shall contain the following information:

1.2.1 The name and position of the elected or appointed official, Senator, member of cabinet, or committee member that is the subject of the complaint

1.2.2 The specific cause for review, sanction, or removal

1.2.3 Any evidence supporting the complaint

1.2.4 The names and positions of any witnesses who may supply or clarify any evidence supporting the complaint

1.2.5 A list of suggested actions toward a resolution of the complaint

1.3 Upon receiving such a complaint, the Senate Review Board shall convene to hear a case for the review, sanction, or removal of the official who is the subject of the complaint.

Section 2. Procedure for Hearings

2.1 The individual who submitted the complaint shall be referred to in this statute as "the Complainant" and the individual who is the subject of the complaint shall be referred to in this statute as "the Respondent."

2.2 The Chairperson shall forward the complaint before the hearing to the members of the Senate Review Board, to the Respondent, and to any witnesses within a week of receiving a complaint.

2.3 As they forward the complaint, the Chairperson shall also provide to the members of the Senate Review Board, the Complainant, and the Respondent a tentative date and time for the hearing.

2.3.1 The Chairperson shall make a good faith effort to accommodate the schedules of every member of the Senate Review Board, the Complainant, the Respondent, and any witnesses when setting the date and time for any hearing

2.4 Upon receiving the complaint, the Respondent shall submit a detailed written response within a week of being contacted by the Chairperson to the Chairperson before the hearing. The committee will still have the hearing if the Respondent fails to reply.

2.4.1 The reply shall contain the following information as appropriate:

2.4.1.1 A refutation of the complaint or justification for the behavior constituting the subject of the complaint

2.4.1.2 Any documentary evidence supporting the response

2.4.1.3 A lists of dates and times that they are available for a hearing

2.4.1.4 The names and positions of any witnesses who may supply or clarify any evidence supporting the response

2.4.1.5 A list of suggested actions toward the resolution of the complaint

2.4.2 The Chairperson shall forward the response before the hearing to the members of the Senate Review Board, to the Complainant, and to any witnesses.

2.5 The Chairperson shall request that any witness named submit a written statement and any evidence to support that statement before the hearing with enough time in advance for the witnesses to be able to fulfill this request

2.5.1 Witnesses must agree to be a witness

2.6 At the hearing the Senate Review Board shall hear the complaint, the response, the statements of any witnesses, and any evidence before making any decision.

2.7 The Chairperson shall forward the decision and reasoning of the Senate Review Board in writing to the Complainant and the Respondent and report the decision and reasoning at the next Senate Meeting.

2.8 The Senate Review Board may not make any decision without all members or their designees present.

2.8.1 Should the President or Vice President be recused from a case, an alternate appointed by the Senate according to the procedure outlined in S034 shall serve on the Senate Review Board in the recused member's place.

2.8.2 Should a Senate Committee Chairperson be recused from a case, the alternate appointed by that Senate Committee according to the procedure outlined in S034 shall serve on the Senate Review Board in the recused member's place.

Section 3. Procedure and Regulations for Sanction and Removal

3.1 The Senate Review Board may, with a simple majority vote, approve and enact sanctions on the Respondent. Such sanctions shall include, but are not limited to, the following:

3.1.1 Requiring the Respondent to submit a formal, written apology to the Association for the content of the complaint

3.1.2 Consideration of a Resolution of disapproval or condemnation of the behavior constituting the subject of the complaint

3.1.3 The imposition of probationary status on the Respondent for a period of time not exceeding two months. The duration of probationary status shall be specified by the Senate Review Board in their decision

3.1.3.1 To have probationary status means that should another complaint be submitted against the Respondent within the probationary term, the Senate Review Board shall recommend further action beyond probationary status toward the resolution of the complaint

3.2 Under no circumstances shall any form of sanctions restrict the Respondent's speaking, procedural, or voting rights granted in the Bylaws

3.3 The Senate Review Board may, after a simple majority vote, recommend to the Senate the removal of the Respondent from their position. The Senate shall approve and enact such a removal by a two-thirds majority vote

3.4 The President of the Association may formally issue a letter of complaint to any non-Executive Cabinet member who becomes delinquent in one's duties to the detriment of the Cabinet

3.4.1 The President shall include in their complaint a solution for all complaints and a written timeline for adjustment

3.4.2 Upon failure to improve as requested in the President's formal letter of complaint, the President may consider the position vacated following the expiration of the formal timeline and begin the application process as outlined in S034

Section 4. Procedure for Appeals

4.1 In the case where the Senate Review Board imposes sanctions upon the Respondent, the Respondent may appeal the Senate Review Board's decision to the Senate

4.1.1 The Respondent must notify the Chairperson of the Senate Review Board in writing of the desire to appeal the decision before 5:00pm on the Tuesday before the next Senate Meeting. The Chairperson shall be responsible for communicating the appeal to the Senate and to the Vice President

4.1.2 The appeal must be presented at the next Senate Meeting following the hearing

4.1.3 Should the Senate wish to grant the appeal, they may overturn the decision of the Senate Review Board by a simple majority vote.

4.2 The Respondent may appeal any decision of the Senate regarding their sanction or removal to the Court

4.2.1 The Respondent must notify the Chairperson of the Senate Review Board in writing of the desire to appeal the decision before 5:00pm on the Tuesday before the next Senate Meeting. The Chairperson shall be responsible for communicating the appeal to the Senate and to the justices of the Court

4.2.2 The Court shall make a good faith effort to accommodate the schedules of the Complainant, the Respondent, and the Chairperson of the Senate Review Board in setting the date and time of a hearing of the appeal

4.2.3 Should the Court wish to grant the appeal, they may overturn the decision of the Senate by a simple majority vote.

Amended from the Statute previously approved and enacted on 1982-01-19, 1986-03-05, 1994-04-27, 2004-01-21, 2005-05-04, 2010-09-29, 2012-08-08, and 2016-09-28.

S062 Compensation of Association Officials

Approved and Enacted by the Student Senate on 2014-08-04.

BE IT ENACTED by the Student Senate that the following regulations and procedures be established for the financial compensation of Association officials.

Section 1. General Regulations and Procedures

1.1 Association officials compensated for specific duties shall be paid as contractors in intervals that correspond to the University's pay periods.

1.2 Any change in the amount or frequency of compensation for any Association official shall be effective as of the beginning of the fiscal year following its approval and enactment.

Section 2. Executive Officers and Cabinet

2.1 The President shall receive no more than $16,200 in compensation during the term of that position in the amount of $600 per pay period.

2.1.1 During the transition period outlined in S003, Section 9, two Presidents will be paid for a length of two weeks.

2.2 The Vice President shall receive no more than $15,795 in compensation during the term of that position in the amount of $585 per pay period.

2.2.1 During the transition period outlined in S003, Section 9, two Vice Presidents will be paid for a length of two weeks.

2.3 The Treasurer shall receive no more than $17,574 in compensation during the term of that position in the amount of $606 per pay period.

2.3.1 During the transition period outlined in S003, Section 9, two Treasurers will be paid for a length of one and a half months.

2.4 The Chief of Operations shall receive no more than $12,587.50 in compensation during the term of that position in the amount of $475 per pay period.

2.4.1 During the transition period outlined in S003, Section 9, two Chiefs of Operations will be paid for a length of one week.

2.5 The Director of Public Relations shall receive no more than $9,275 in compensation during the term of that position in the amount of $350 per pay period.

2.5.1 During the transition period outlined in S003, Section 9, two Directors of Public Relations will be paid for a length of one week.

Section 3. The Election Commission

3.1 The Chief Election Commissioner shall be compensated upon submission of each Election Report in the following amounts should the Vice President not serve in that role:

3.1.1 For the General Election, $400;

3.1.2 For any Special Election, $50.

3.2 Each other voting Election Commissioner shall be compensated upon the submission of each Election Report in the following amounts:

3.2.1 For the General Election, $250;

3.2.2 For any Special Election, $25.

3.3 Each Election Observer shall be compensated upon the submission of each Election Report in the following amounts:

3.2.1 For the General Election, $100.

Section 4. Other Appointed Officials

4.1 The Student Advocate shall receive no more than $9,275 during the term of that position in the amount of $350 per pay period.

4.1.1 During the transition period outlined in S003, Section 9, two Student Advocates will be paid for a length of one week.

4.2 The Chairperson of each standing Senate Committee shall receive no more than $2755 during the term of that position in the amount of $145 per pay period.

Section 5. Staff Employees

5.1 Any staff employees of the Association shall be compensated according to the policies of the University Personnel Office.

Amended from the Statute previously approved and enacted on 1983-02-02, 1992-04-15, 1992-11-04, 1993-02-17, 1994-04-27, 1994-09-14, 1994-11-30, 1995-02-01, 1995-08-23, 1996-02-21, 1996-10-16, 1997-02-26, 1997-09-17, 1998-12-02, 1999-05-05, 1999-10-06, 2003-02-12, 2003-02-26, 2004-01-21, 2004-05-05, 2004-09-15, 2007-08-29, 2008-03-05, 2008-09-10, 2009-02-18, 2010-04-14, 2012-08-08, 2013-08-21, 2013-11-13, 2013-11-20, 2014-01-29, and 2014-08-04.

S072 The Educational Opportunity Fund

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Senate of the University that the following statute governs the definition and distribution of all funds from the Educational Opportunity Fund:

Section 1. Purpose

1.1 For the purpose of this statute, the Educational Opportunity Fund shall be construed to include all funds collected from students enrolled at the University which are paid or assessed at enrollment and/or fee payment periods, excluding tuition. This is assessed based on full-time enrollment and prorated for part-time students.

Section 2. The Educational Opportunity Fund Committee

2.1 The composition of the Educational Opportunity Fund Committee shall be as follows:

- 2.1.1 The President of the Association
- 2.1.2 The Vice President of the Association
- 2.1.3 The Treasurer of the Association
- 2.1.4 Four (4) students representing diverse campus constituencies
- 2.1.5 The Director of Financial Aid or designee
- 2.1.6 The Vice President of Student Affairs or designee
- 2.1.7 The Vice President of Finance and Administration
- 2.1.8 The Association Vice President of Finance and Administration, who shall be an ex-officio, non-voting member
- 2.1.9 The Director of Budgets, who shall be an ex-officio, non-voting member
- 2.1.10 The Association Vice President of Student Affairs and Dean of Students or designee, who shall be an ex-officio, non-voting member

2.2 The four (4) students shall be appointed by the President of the Association and ratified by the Senate with a majority vote at least two (2) weeks prior to the first meeting of the committee.

2.3 Quorum shall be defined as five (5) voting members.

2.4 The Treasurer of the Association shall serve as the chairperson of this committee.

Section 3. Open Hearings

3.1 The EOF Committee is required to hold open meetings and deliberations congruent with Student Fees Committee meetings to make decisions on allocations to various departments, organizations, and agencies within the University.

3.2 The Committee shall hold these hearings during Spring semester, no later than the second week after classes begin.

3.3 Minutes of all hearings and deliberations must be taken. A secretary will be named by the committee to take these minutes.

Section 4. Eligibility for Appropriations

4.1 The Educational Opportunity Fund shall be utilized to give financial assistance to members of the Association to facilitate or expedite their academic pursuits at the University.

4.2 The Educational Opportunity Fund shall not be used to replace existing University support for financial aid and student services.

4.3 The Educational Opportunity Fund Committee shall limit funding to those departments, organizations, agencies, or programs that concur with one or more of the following guidelines:

4.3.1 Academic scholarships and fellowships for both graduate and undergraduate students.

4.3.2 Need-based grants, including awards to students with special expenses such as childcare or groups of students who have been historically underrepresented in higher education.

4.3.3 Salaries or grants for students participating in public and community service programs.

4.3.4 Salaries for students employed in campus student services programs, such as tutoring, day care and peer counseling.

4.4 Any program or activity which is not in compliance with the Constitution, Bylaws, Statutes, and/or Resolutions of the Association shall not be eligible to receive the funds.

Section 5. Educational Opportunity Fund Committee Appropriations and Recommendations

5.1 The Educational Opportunity Fund request shall be made as one budget request that covers the complete package of EOF programs. This complete budget will then be overseen by the EOF committee throughout the year in the case that money shall be shifted from one program to another.

5.2 The following information on EOF requests shall be made available to the Student Fees Committee members at least one (1) week prior to the beginning of the budget hearings:

5.2.1 A request for the upcoming fiscal year, including projected revenue and expenses.

5.2.2 A copy of the budget request for the previous fiscal year, if applicable.

5.2.3 Actual revenue and expense reports for the previous fiscal year.

5.3 At the conclusion of each EOF meeting, the information collected under Section 5.1 shall be kept on file and available for public inspection.

5.4 Food, refreshments, and all social incidentals will not be considered for funding.

Section 6. Administration

6.1 The Educational Opportunity Fund shall be administered under the auspices of the Office of Finance and Administration. This is not to construe authority for appropriation.

6.2 The Treasurer of the Association shall monitor all Educational Opportunity Fund accounts with the cooperation of the Office of Finance and Administration.

6.3 The Office of Finance and Administration, upon closing of the University books each fiscal year, shall make a report to the Educational Opportunity Fund Committee and the Senate on the status of the unallocated reserve account and the reserve level in each line item account.

6.4 The Educational Opportunity Fund Committee shall provide the Kansas Board of Regents with the following information:

6.4.1 The campus Educational Opportunity Fund budget for the upcoming fiscal year; and

6.4.2 A report on Educational Opportunity Fund use in the previous fiscal year.

Section 7. Senate Appropriations and Alterations of EOF Committee Recommendations to the Senate

7.1 The complete Educational Opportunity Fund request must be approved as a fixed line item.

7.2 Any program or activity requesting money that so chooses may attend and offer a presentation to the Senate in support of their appropriation request when that request is being considered.

7.3 All proposed alterations of the recommendations of the Educational Opportunity Fund Committee must be referred to a Senate standing committee for research and a recommendation must return from the committee at the next regularly scheduled meeting of the Senate.

7.4 Adoption of proposed alterations of recommendations from the Educational Opportunity Fund Committee requires a majority vote of the entire Senate.

7.5 The recommendations of the Senate shall then be forwarded to the President of the University, who has final approval.

Amended from the Statute previously approved and enacted on 1988-10-19, 1989-02-22, 1996-11-20, 2004-01-21, and 2005-03-16.

S102 Shocker Support Locker

Approved and Enacted by the Student Senate on 2018-08-29.

BE IT ENACTED by the Senate of the University that the following statute establishes and governs the Association's Shocker Food Locker.

Section 1. Purpose of Shocker Support Locker

1.1 The purpose of the Shocker Support Locker is to provide resources for current Wichita State students, faculty, and staff who are facing food insecurity and/or difficulty with having clothing and/or hygiene products, and to educate the campus and community about the prevalence of food, clothing, and hygiene product insecurity at Wichita State University.

1.1.1 The aforementioned resources may include food items, kitchen items, hygiene items, clothing items, literature from on-campus resource sites, and literature from off-campus resource sites,

Section 2. Funding

2.1 The funding for the Shocker Support Locker shall be derived from applicable grants, investments and endowments, and from monetary contributions from alumni, community members, and current Wichita State University students, faculty, and staff.

2.1.1 Should the Shocker Support Locker obtain a 501(c)3 distinction, funding for the Shocker Support Locker shall also be derived from grants, tax exemptions, investments, endowments, and other contributions applicable to 501(c)3 organizations.

2.1.2 The responsibility of overseeing operation of the Shocker Support Locker shall be assigned to an individual or committee every term by the President of the Association.

2.2 The funding for the Shocker Support Locker shall be stored in a Safekeeping account overseen by Financial Operations.

2.2.1 The sitting Treasurer shall serve as the student representative of the Safekeeping Account.

2.2.2 The sitting Office Manager will serve as the sponsor and office contact of the Safekeeping Account.

Section 3. Maintenance

3.1 Budgets, volunteer coordination, food and/or resource drive coordination, creation/maintenance of partnerships and all other activities necessary for managing and promoting the Shocker Support Locker shall be regulated by the individual or committee assigned to the Shocker Support Locker.

3.2 Senators shall be required to complete any office hours relating to the responsibilities of the Shocker Support Locker as part of their ascribed duties in Article I Section 2.1.5 of the Bylaws.

Amended from the Statute previously approved and enacted on 2016-09-14 and 2017-09-30.

S103 Association Scholarships and Scholarship Funds

Approved and Enacted by the Student Senate on 2018-03-28.

BE IT ENACTED by the Student Senate that the following statute governs the establishment and operation of the scholarships and scholarship funds held under the purview of the Association.

Section 1. Scholarship Non-Discrimination Policy

1.1 Unless otherwise specified in the individual scholarship's section, no scholarship recipient will be excluded from consideration on the basis of age, ancestry, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, or status as a veteran.

Section 2. International Students Hardship Fund

2.1 The purpose of this fund is to provide interim financial support to the University international students in need of emergency financial assistance to enable them to continue their academic pursuits at the University.

2.2 Administration and Funding

2.2.1 The Fund shall receive its funding from the Educational Opportunity Fund.

2.2.2 The Director of Financial Aid will serve as the budget officer for this fund. Allocation of this fund is left to the discretion of the fund's budget officer.

2.2.3 The fund's budget officer will be responsible for providing an annual report, at the end of the fiscal year, to the Senate.

2.3 Fund Distribution

2.3.1 The fund shall be distributed to the eligible applicants at a maximum of $1,000 per fiscal year.

2.3.2 The budget officer will have discretionary authority regarding amount of each award, which is subjected to eligibility criteria mentioned in Section 1.4.

2.4 Eligibility

2.4.1 Applicants must be in good academic standing and have completed at least one semester of full-time enrollment at the University.

2.4.2 Applicants must submit an accurate and detailed report of their income and expenses for at least the previous 6 months and an explanation of their emergency financial need. This information would be reviewed by the budget officer and serve as the basis for a hardship fund award.

2.4.3 Applicants shall assure the budget officer of continuing with their individual education at the University and remain in good academic standing.

Section 3. International Scholarship

3.1 The purpose of this scholarship is to provide scholarship assistance to the international students enrolled in the University who are continuing their education

3.2 Administration and Funding

3.2.1 The Scholarship shall receive its funding from Student Fees.

3.2.2 The Association's budget officer shall serve as the budget officer for this fund.

3.3 Scholarship Distribution

3.3.1 Each scholarship will be in the amount of five hundred dollars ($500) per academic semester. Scholarships can be awarded for an academic year or for a single semester. No student can receive more than one thousand dollars ($1,000) per academic year.

3.3.2 The Association Scholarship Committee will be responsible for selecting the recipients.

3.4 Eligibility

3.4.1 Awards shall be based on leadership and academic excellence, for full-time undergraduate and graduate international students who have completed at least one semester of study at the University.

Section 4. Study Abroad Scholarship Fund

4.1 The purpose of this fund is to financially assist U.S. citizens and permanent U.S. resident students of the University who wish to study abroad for at least one academic semester.

4.2 Administration and Funding

4.2.1 The Fund shall receive its funding from Student Fees.

4.2.2 The budget officer of the Office of International Education shall serve as the budget officer for this fund.

4.3 Fund Distribution

4.3.1 The amount of awards shall not exceed one thousand dollars ($1,000) per student per academic year.

4.3.2 The Office of International Education shall be responsible for selecting recipients. The President of the Association, or designee, will serve on the committee to select the recipients

4.4 Eligibility

4.4.1 Applicants shall be U.S. citizens and permanent U.S. resident students of the University who wish to study abroad for at least one academic semester.

4.4.2 An applicant must demonstrate that they are enrolling in a program approved for academic credit as certified by the Director of International Education.

Section 5. James J. Rhatigan Leadership Scholarship

5.1 The purpose of this scholarship shall be to provide financial assistance to eligible University students on a yearly basis. The scholarship honors Dr. James J. Rhatigan for his many years of service as Vice President for Student Affairs and Dean of Students, and the model of leadership his past tenure as such represents. The Scholarship shall also be a tool to promote scholastic and personal leadership at the University.

5.2 Administration and Funding

5.2.1 The Scholarship monies shall be derived from a fund endowed through the WSU Foundation.

5.2.2 All funds allocated for a fiscal year are to be awarded for that fiscal year, with any unused, unallocated, or forfeited money being rolled over into reserves.

5.2.3 The award amount must be included and updated on the Scholarship application.

5.3 Scholarship Distribution

5.3.1 The Association Scholarship Committee will be responsible for selecting the recipients

5.3.2 The committee shall have applications available no later than the first week of December. The official deadline for applications to be turned in is February 1st.

5.3.2.1 All publicity and advertising is to be done by the Director of Public Relations of the Association.

5.3.3 The scholarship shall be divided equally into two (2) scholarships.

5.3.4 The scholarships shall be dispersed for the Fall and Spring semesters with half (1/2) of the award given in each semester.

5.3.5 The scholarship shall be awarded no later than the last week of April.

5.3.6 No member of the committee shall be eligible to apply for the scholarship.

5.4 Eligibility

5.4.1 Applicants must be able to show a balance of leadership skills, academic merit, financial need, and University or community service. The scholarship committee will determine the weight each element shall carry for consideration.

5.4.2 Applicants must be registered University students. Applicants may be undergraduate or graduate students, whether domestic or international.

5.4.2.1 Undergraduate students must have completed at least sixty (60) undergraduate credit hours by the start of the fall semester during which the scholarship is awarded.

5.4.2.2 Graduate students must have completed at least twelve (12) graduate credit hours by the start of the fall semester during which the scholarship is awarded.

5.4.2.3 At least half of the applicant's cumulative credit hours toward their current degree must have been taken at the University.

5.4.3 Applicants are strongly encouraged to file the FAFSA or, if unwilling or ineligible, a statement of financial need.

5.4.4 The recipients of the scholarship must be full-time students during the period they receive the award. The recipients must also have a 3.0 cumulative grade point average at the time of application and must maintain the 3.0 cumulative grade point average throughout the award period.

5.4.5 Scholarship applicants must submit two (2) written recommendations at the time of application or soon thereafter. One (1) recommendation must be from a member of the University faculty or staff and one (1) from outside the University.

5.4.6 Recipients of the scholarship must continue their involvement as leaders, meet academic criteria, and continue commitment to serving worthwhile causes while a recipient of the award.

5.4.7 The Office of Financial Aid shall have the power to take necessary action against a recipient if the recipient fails to meet the specified qualifications in Section 4.4.4. Meeting the requirements of Section 4.4.6 are interpreted at the discretion of the committee.

5.4.8 All applicants will be screened initially by the committee. Finalists will be selected by the committee and interviews will be conducted with the finalists.

5.4.9 Scholarship winners are not eligible to compete for further Rhatigan Scholarships.

Section 6. SGA Summer Scholarship

6.1 The purpose of the SGA Summer Semester Scholarship is to provide financial assistance to full-time summer semester students.

6.2 Administration and Funding

6.2.1 The funding for the SGA Summer Semester Scholarship shall be derived from an endowment through the WSU Foundation.

6.2.2 All funds are to be used for the semester in which they are allocated.

6.3 Scholarship Distribution

6.3.1 The Association Scholarship Committee will administer the scholarship and make awards.

6.3.2 The scholarships will be awarded in a sum of $250 per recipient.

6.4 Eligibility

6.4.1 Applicants shall meet the following criteria:

6.4.1.1 Part-time summer semester student;

6.4.1.2 Financial need;

6.4.1.3 2.0 or higher grade point average;

6.4.1.4 Campus involvement or community involvement;

6.4.1.5 Applicant must have completed 12 credit hours, and have paid student fees at the University prior to the summer semester of award;

6.4.1.6 Applicant must be a degree bound student attending summer semester at the University;

Section 7. SGA & Sigma Lambda Beta Dreamer Scholarship

7.1 The purpose of this scholarship is to provide undocumented students and/or students involved with the Deferred Action for Childhood Arrivals (DACA) program financial assistance to eligible University students on a yearly basis.

7.2 Administration and Funding

7.2.1 The Scholarship shall receive its funding from the Association's Office Budget.

7.2.2 The Association's budget officer shall serve as the budget officer for this fund.

7.2.3 The Wichita State Chapter of Sigma Lambda Beta shall be contractually obligated to provide $1,000 of funding each year toward the Association's scholarship account. If this contract is broken, award dispersal and award amounts will be at the discretion of the Chairperson. Any remaining monies shall be kept in the Association's scholarship account.

7.3 Scholarship Distribution

7.3.1 Four scholarships will be awarded per each academic year amounting to $3,500 in total.

7.3.1.1 One scholarship shall be awarded in the amount of $1,500.

7.3.1.2 One scholarship shall be awarded in the amount of $1,000.

7.3.1.3 Two scholarships shall be awarded in the amount of $500.

7.3.2 A committee shall be established to oversee and award the Scholarship monies. The committee shall be comprised of the Treasurer of the Association serving as the Chairperson, the Director of Public Relations, the Treasurer and President of the Wichita State Chapter of Sigma Lambda Beta, one (1) student appointed by the President of the Association, the Association's Office Manager serving as an *ex-officio*

member, and the Chapter Advisor of the Wichita State Chapter of Sigma Lambda Beta serving as an *ex-officio* member.

7.4 Eligibility

7.4.1 Must be an incoming or current Wichita State University student

7.4.2 Must be or plan to be a full-time student

7.4.3 Must have a minimum of 2.5 GPA at the University or a 3.0 GPA for incoming high-school graduates

7.4.4 Must be an undocumented student and/or student involved with the Deferred Action for Childhood Arrivals (DACA) program

Section 8. SGA Endowed Scholarship

8.1 The purpose of this scholarship shall be to provide financial assistance to eligible University students on a yearly basis.

8.2 Administration and Funding

8.2.1 The Scholarship Office, a department within the Division of Student Affairs of the University, will administer the scholarship(s) and make the award.

8.2.2 Priority in consideration will be given to recommendations submitted by the Associate Director for Scholarships for the Office of Financial Aid as well as two students appointed by the Association's President and approved by the Senate.

8.2.3 Consideration will be given to academic merit, financial need, campus involvement, and community involvement.

8.2.4 Scholarships may be renewed but the recipients must reapply annually and maintain satisfactory academic progress.

8.3 Scholarship Distribution

8.3.1 The scholarships shall be awarded in amounts not to exceed $1000 ($500 for the Fall semester and $500 for the Spring semester).

8.4 Eligibility

8.4.1 Scholarships will be awarded to students enrolled full or part time at the University who have attended the University for a minimum of one (1) semester prior to applying for the scholarship.