

Title I

Code of Laws

Chapter 100: Jurisdiction

100.01 All laws and resolutions of the Student Government Association shall be codified and properly maintained by the person so designated by the Student Executive Board. All legislative measures will be published according to general topics by title and chapter.

100.02 The following shall be the titles and chapters of this Code of Laws:

Title I	Chapter 100-199	Code of Laws
Title II	Chapter 200-299	Executive Branch Laws
Title III	Chapter 300-399	Legislative Branch Laws
Title IV	Chapter 400-499	Judicial Branch Laws
Title V	Chapter 500-599	Student Activities Branch Laws
Title VI	Chapter 600-699	Finance Laws
Title VII	Chapter 700-799	Spring General Laws
Title VIII	Chapter 800-899	Student Organizations Laws
Title IX	Chapter 900-999	General Laws
Title X	Chapter 1000-1099	Homecoming Laws

100.03 The jurisdiction of this Code shall extend to the entire Student Government Association, including all of its offices, elected or appointed, and its agencies, branches, committees, members, and organizations or individuals participating in its events, activities, and programs.

100.04 This Code shall be superior to any governance, except the Student Body Constitution, which may be enacted by any discussion of the Student Government Association.

100.05 Any elected or appointed official of the Student Government Association that violates any law contained herein shall be subject to impeachment.

100.06 The Student Government shall be referred to as the SGA henceforth throughout this Code of Laws.

Title II

Executive Branch Laws

Chapter 200: The Student Executive Board

200.01 There shall be a Student Executive Board in accordance with Article V, Section 1-3 of the Constitution of the Jacksonville State University Student Body.

200.02 The Student Executive Board shall consist of the President, Vice-President of Student Senate, Vice President of Student Activities, Vice-President of Organizational Affairs, Chief Justice, and the Director of Publicity. They shall be voting members. The Student Executive Board shall also consist of non-voting members, as outlined in these Codes.

200.03 The Student Executive Board shall meet at least once a week.

Chapter 201: Office of Publicity

201.01 The Office of Publicity is an executive agency responsible for publicizing the events and activities of the Student Government Association.

201.02 The Office of Publicity shall be presided over by the Director of Publicity. The Director of Publicity must be in good academic standing, have no judicial holds with the university, be at least a sophomore status (32 credit hours), and hold a minimum 2.5 cumulative GPA.

201.03 The duties of the Office of Publicity shall include but not be limited to:

- A. Coordinating publicity, media relations, and mass communication for the Student Government Association.
- B. Designing banners, social media posts, printed materials, etc. and overseeing all publicity for the Student Government Association.
- C. Placing all advertisements across campus within reasonable time and keeping all boards located throughout the Theron Montgomery Building up to date with current events.
- D. Working with the Executive Board, Student Activity Council (further referred to as SAC) Committee Chairpersons, and the Publicity Committee to develop publicity campaigns for programs and events.
- E. Keeping official records of participation at each event sponsored by the SGA.

Chapter 202: Executive Assistant to the President

202.01 The Executive Assistant to the President shall be a non-voting member of the Executive Board.

202.02 The Executive Assistant to the President is appointed by the S.G.A. President and is to be confirmed by the Senate.

202.03 No person shall hold this office while simultaneously serving as a member of the Executive Board.

202.04 The Executive Assistant to the President shall have a cumulative GPA of at least 2.5.

202.05 The duties of the Executive Assistant include:

A. To attend meetings or University functions as the representative of the S.G.A. President in his/her absence.

B. To report to the Executive Board in the absence of the President.

Chapter 203: Office of Chaplain

203.01 There shall be a Chaplain of the SGA nominated by the SGA President and confirmed by the Senate.

203.02 The duties of the SGA Chaplain are:

- A. To issue sympathy to members of the Jacksonville State University family in times of loss on behalf of the SGA.
- B. To be the SGA liaison to the University Ministers and the Student Ministries.
- C. To offer a moment of silence and non-denominational, inspirational message before all official Senate, SAC, and Organizational Council (OC) meetings.

203.03 A person wishing to apply for the office of SGA Chaplain must file an application with the SGA President. To be eligible for the position, the applicant must have at least a 2.5 GPA and have at least 12 hours completed at Jacksonville State University.

Chapter 204: Community Ambassador

204.01 There shall be a Community Ambassador of the S.G.A. The Community Ambassador shall be appointed by the S.G.A. President and confirmed by the Senate.

204.02 The duties of the S.G.A. Community Ambassador are:

- A. To be the liaison between the S.G.A., the city of Jacksonville, and the greater Calhoun area;
- B. To correspond event planning between the S.G.A. and the city of Jacksonville;
- C. To be an ex-officio member of the Policy and Government Relations Committee.

204.03 The S.G.A. Community Ambassador will attend Senate meetings bi-weekly, meet with the S.G.A. President, and update the Policy and Government Relations Committee Head.

204.04 The Community Ambassador must have completed 12 hours at Jacksonville State University, and maintain a 2.5 GPA.

Title III.

Legislative Branch Laws

Chapter 300: Regular Session

- 300.01 The regular session of the Senate shall begin no later than the first Monday after the first day of class each fall and spring semester.
- 300.02 The Senate shall meet each full academic week in the Thereon Montgomery Building Auditorium at 6 P.M. on Mondays. All meetings shall be open to the public.
- 300.03 The Senate may alter the time and place of a particular meeting by majority vote at a regularly scheduled meeting one week prior to the alternative time or place.

Chapter 301: Membership

- 301.01 All undergraduate students with at least 12 semester hours at JSU and graduate students enrolled in at least one class at Jacksonville State University are eligible to be Senators.
- 301.02 Senators will be elected in the Spring General Election by the entire population of the Jacksonville State University student population; if vacancies occur during the academic year, these positions will be filled by an appointment made by the Vice President of Student Senate and approved by the senate with a majority vote.
- 301.03 A candidate for Senate must have a cumulative GPA of at least 2.5 and must maintain this average throughout his or her senate term. All undergraduate students applying to be senators must be enrolled in a minimum of nine hours throughout each of the fall and spring semesters of his or her term. All graduate students applying for senate must be enrolled in a minimum of six semester hours throughout each of the fall and spring semesters of his or her term.
- 301.04 The Senate shall be limited to 30 voting Senators. Any student wishing to be appointed to the SGA Senate must fill out a detailed application, the student will obtain a copy of the Constitution and Code and information on Parliamentary Procedure according to Robert's Rules of Order.
- 301.05 The term of office for a Senator or Committee Chairperson shall begin on the first meeting after the Spring General Election until the last meeting set by the Vice President of Student Senate.
- 301.06 A Senator shall be permitted two (2) absences per semester with two (2) tardies being considered one (1) absence. A tardy will be given to any Senator who misses roll call. An absence may be deemed acceptable if extenuating circumstances are present. The Vice President of Student Senate shall decide extenuating circumstances. The Senator has one week after his/her third absence to meet with the Vice President of Student Senate. Should the Senator fail to meet within the allotted time, his/her seat will be re-appointed.
- 301.07 Senators shall take an oath of office no later than the second meeting after their election/confirmation. The Chief Justice shall administer the Oath of Office to the senators.
- 301.08 The Oath of Office shall be as follows:

I (name of individual) do solemnly swear (or affirm) to uphold the Jacksonville State University's SGA Constitution and Code of Laws and to serve the students of Jacksonville State University to the best of my ability in my capacity as (office) of the (SGA or SJC).

- 301.09 All Senators must complete two hours of community service each semester. These hours shall be completed by participating in no less than two community service projects per semester. The Vice President of Student Senate and the Philanthropy and Safety Committee Head shall coordinate community service project opportunities for the senators to participate in. If any senator does not complete his or her required hours, it will count as an absence for each incomplete hour. Thus, one incomplete hour will equal one absence. Two hours missed will equal two absences.
- 301.10 All members of the Student Senate must achieve a 75% or higher on a test covering the Code of Laws and Constitution of the SGA. Each version of the test will be drafted each year by the Vice President of Student Senate and approved by the SGA Advisor. Upon being elected, the senator will receive a copy of the SGA Constitution and Code of Laws. By the date of the first meeting of the senator's term, the Vice President of Student Senate shall administer the Code of Laws and Constitution test to the new senators. If the senator fails to obtain 75%, the Senator will have one week to re-take the test. If he or she fails to obtain 75% the second time, they will receive a tardy and have one week to re-take the examination. If he or she fails to achieve 75% the third time, the senator's seat will be appointed.
- 301.11 All senators must author one bill or resolution each semester. If any senator does not complete his or her required bill or resolution, it will count as one absence. Bills and resolutions written by senators must reflect the wishes of the student body and be in accordance with the SGA Constitution.

Chapter 302: Senate Vacancies

- 302.01 Vice President of Student Senate will announce any senator seat openings at the SGA Senate meeting.
- 302.02 If a student wishes to be nominated as a senator, he or she must have the same qualifications as specified in 301.03 and file an application with the Vice President of Student Senate.
- 302.03 The Vice President of Student Senate will introduce his or her nominee to the senate. The senate will vote on the candidate at the following meeting.
- 302.04 All newly appointed senators must take the Oath of Office immediately after being voted in. This action is to occur before the inductee takes the Senator seat.
- 302.05 The Senate seats will be voted on one vacancy at a time. The vacancy must be filled by a clear majority of the senators present at the meeting. Clear majority shall be defined as 50%+1 of the senate present and voting at the meeting.
- 302.06 At the conclusion of debate, the nominee will leave the room and the Chief Justice will bar the door until all discussion is complete, all votes are casted, or the matter is tabled.
- 302.07 Concerning SGA appointments, there shall be a time period of no more than 3 minutes between the author's closing remarks and the official vote on the bill for discussion of those nominee's without them being present. The maximum amount of time allotted to each Senator will be 1 minute.

Chapter 303: Officials

- 303.01 The Vice President of Student Senate shall appoint, with the consent of the senate, a Parliamentarian, a Clerk, and a President Pro-Tempore no later than the second meeting after spring elections. The nominees shall be selected at the Vice President of Student Senate's discretion.
- 303.02 The Parliamentarian shall ensure that the rules of procedure as established by statute and the general rules for parliamentary procedure as found in Robert's Rules of Order are followed. The Vice President of Student Senate shall name an acting parliamentarian to serve at the first meeting or until a parliamentarian has been selected.
- 303.03 The Clerk shall take minutes and keep a record of attendance at each senate meeting, as well as read all bills and resolutions. The clerk shall complete all necessary items pertaining to the student senate by the end of the business week. The Vice President of Student Senate shall name an acting clerk to serve at the first meeting or until a clerk has been selected.
- 303.04 The President Pro-Tempore shall preside in place of the Vice President of Student Senate in his or her absence or at the Vice President of Student Senate's discretion. The SGA President shall fill this position, if needed, until Pro-Tempore has been chosen.

Chapter 304: Forms of Legislation

- 304.01 Bills shall be legislative proposals to appropriate monies, adopt statutory amendments and revisions, and other legislative proposals as provided by law.
- 304.02 A Resolution shall be a formal expression of the will, opinion, or intent of the assembly. It shall bear a superscription that shall clearly identify the sponsor(s). It shall, in its body, express the basis for the assembly's expressed will, opinion, or intent.
- 304.03 Each proposed bill shall be designated by a number preceded by SB (e.g. SB 1). A bill passed by the senate shall be presented by a title and number, and it shall be incorporated in the Code of Laws. The numerical designation shall be in the form of "academic year - number" (e.g., 15-16-01). The Vice President of Student Senate or Senate Clerk shall be the only persons authorized to number bills.
- 304.04 All resolutions presented to the Senate for consideration shall be numbered by the Clerk. Each proposed resolution shall be designated by a number preceded by S.R. (e.g. S.R. 1). A resolution adopted by the Senate shall be designated by a number in form "R" - academic year - number (e.g., R-05-06-01), and may be titled.
- 304.05 In order for a bill to be submitted to the Senate, it must first be submitted to the to the SGA Vice President of Student Senate no later than one week before it is to be heard on the floor. The SGA Vice President of Student Senate shall then submit the bill to the appropriate committee for review. The committee will then review the bill and submit the bill along with any recommendations for approval and/or any recommended amendments to the SGA Vice President of Student Senate. Once a bill has completed these steps, it will be sent in its approved form to all members of the Student Senate and Associate Justices prior to the Senate meeting in which the bill has been placed on the agenda
- 304.06 All bills passed by the Senate and placed into the Code of Laws shall be numbered in order beginning with the Chapter number followed by the Section number. The Section Number will begin with .01 and continue in chronological order.”

Chapter 305: Rules of Procedure

305.01 The Senate shall observe the following Rules in conducting its business:

- I. The Order of Business shall be:
 - a. Call to order
 - b. Roll Call
 - c. Reading of the minutes
 - d. Chaplain
 - e. Officer Reports
 - f. Committee head Reports
 - g. Student Body Report
 - h. Old Business
 - i. New Business
 - j. Discussion
 - k. Announcements
 - l. Adjournment
- II. The session shall be opened by the President of the Senate or the President Pro-Tempore in the absence of the President. No motion may be entertained by the President until the session has been opened.
- III. Immediately after the opening of the session, the President shall read to the members any messages received for the Senate. This shall include any bills objected to by the SGA President.
- IV. Upon reading of a message from the SGA President pertaining to a bill to which he/she objected, the bill in question may be laid on the table for consideration in this session, postponed for consideration at another session (in which case it shall be laid on the table until that time), or referred to committee. Any member may make one of these motions.
- V. After all messages have been received by the members; the President shall present to the members any items on his table.

- VI. At the time for the New Business the President or the Clerk shall read the bill. The President shall then either refer the bill to the appropriate committee or present it to the assembly for immediate action. The Clerk shall insure that each member of the body shall receive an accurate copy of the bill.
- VII. Any member who wishes to present a resolution to the assembly shall provide the Vice President of Student Senate with a copy of the resolution at least four days before the meeting is called to order. At the time for New Business and after all bills have been considered, the President or the Clerk shall read the resolution. The President shall then either refer the resolution to the appropriate committee or present it to the assembly for immediate action.
- IX. The Clerk shall enroll on the Calendar of Business any appointments from the S.G.A. President presented to the Senate for their consent, the reports of the committees pertaining to such appointments, and such items as proposed amendments to the Student Body Constitution.
- X. All bills shall follow the procedures as stated in Chapter 305.2 of the Code of Laws, with the exception of Allocation Bills. All Allocation Bills shall be placed on the docket for the next Senate meeting after the recommendation of the Allocation Committee has been rendered.
- XI. The President of the Senate shall possess the authority to re-define and/or re-arrange the Order of Business in a manner that he or she feels will best suit the interests of the Student Senate. The President, President Pro-Tempore, Clerk, or Parliamentarian of the Senate must inform all senators of any changes in the Order of Business prior to its application.

305.02 Quorum shall be defined as 50% + 1 of the members.

305.03 The Senate shall follow Robert's rules of Order, insofar as those rules do not conflict with the Student Body Constitution or any law stated herein.

305.04 Majority vote shall be 50% + 1 of the members present. 2/3 vote shall be 66% + 1 of the members present.

305.05 The President of the Senate shall present all bills and resolutions passed by the Senate to the SGA President within two days of passage.

305.06 The Senate shall publicize pending legislation and shall encourage students to voice their opinions on such legislation. Such publicity may be coordinated by the President or Clerk of the Senate, or through an SGA agency for that purpose.

305.07 Any member may request a roll call vote. The Clerk shall record each Senator's vote.

305.08 Each bill brought before the senate must not exceed a debate time of 15 minutes, unless otherwise determined by the President of the Senate. Each senator must not take up more than 2 minutes each time he or she is called on during debate, unless otherwise determined by the President of the Senate. A bill's author(s) have 2 minutes to present their opening arguments and 1 minute for closing arguments, unless otherwise determined by the President of the Senate. If the President of the Senate wishes to extend or reduce any of the time periods for any action discussed in this section, he or she must do so before the bill is read by the Clerk. It is the responsibility of the Senate Clerk or Parliamentarian to enforce time limits during debate.

Chapter 306: Impeachment Proceedings

- 306.01 The Senate shall have the power to impeach (that is, to bring a charge of misconduct in office) against any Senator, by 2/3 constitutional majority vote. A constitutional majority vote shall be defined as a majority vote of 2/3 of all Senators on the Senate. The Senate shall try all cases of impeachment against Senators, according to the Rules of Procedure in 306.3.
- 306.02 The Senate shall have the power to impeach any S.G.A. office-holder. If a motion to impeach an office-holder shall pass the Senate by constitutional majority vote, charges shall be presented to the Student Judiciary Council for their action. The Senate shall appoint one or more of its members to present the case to the S.J.C. If a Justice shall be charged, the Justice shall be automatically temporarily suspended, and the Chief Justice shall appoint an Acting Justice for the sole purpose of hearing the misconduct case.
- 306.03 If a Senator should be impeached, the Senate shall appoint one of its members to prosecute the case. The accused Senator shall be permitted to defend himself/herself, with or without the aid of another Senator(s). The Senate shall meet in Special Session to try a misconduct case. Then the Secretary shall read the charge to the Senate. Then the prosecutor shall present the case against the accused Senator. Either side may also utilize testimony from other Senators or other individuals. The members of the Senate shall have at least 30 minutes to question the accused Senator and any person(s) who gave testimony. The accused Senator shall then be dismissed. The Senate shall then deliberate for as long as they shall think necessary. A two-thirds constitutional majority vote shall be required to remove the accused Senator from office. The Senate shall have power to compel testimony by issuing subpoenas. Any person found in contempt by the Senate shall be liable to prosecution before the S.J.C.
- 306.04 Any office-holder found guilty of misconduct and removed from office by the S.J.C. may appeal his/her case to the Senate. The original prosecutor and defender shall argue the case before the Senate.

Chapter 307: Committees

- 307.01 There shall be an Allocations Committee of no more than 4 members and a Chairperson. The Allocations Chairperson shall be appointed by the Vice-President of Organizational Affairs with approval of the Senate. The Allocations Committee shall be responsible for receiving, reviewing, and making requests to the Senate for funds to be allocated to University recognized organizations.
- 307.02 There shall be an Athletic Support Committee of no less than 3 members a Chairperson, and a Co-Chairperson. The Athletic Support Chairperson shall be appointed by the Vice-President of Student Senate with Senate approval. The Co-Chairperson shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate. The Athletic Support Committee shall be responsible for encouraging students to attend all university athletic events and increasing overall school spirit. The Athletic Support Committee shall be responsible for orchestrating SGA Spirit Nights for various university athletic events. The Athletic Support Committee shall be responsible for assisting in the orchestration of all SGA tailgates and shall maintain committee representation at each tailgate event hosted by the SGA. The Athletic Support Committee shall be responsible for participating in all matters pertaining to Homecoming events, activities, rules, and regulations.
- 307.03 There shall be a Campus Life Committee of no less than 3 members a Chairperson and a Co-Chairperson. The members of the Campus Life Committee shall seek to work with the University Housing Director with regard to student concerns for University Housing facilities, classroom facilities, University facilities procedures, rules, and programs. The Campus Life Committee shall seek to work with the University Faculty Senate and other academic officials to address student concerns with regard to the academic programs of the University and issues such as graduation. The Campus Life Committee Chairperson shall be appointed by the Vice-President of Student Senate and confirmed by the Senate. The Co-Chairperson shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate. Invitations shall be sent out inviting current Resident Assistants to serve on the committee.
- 307.04 There shall be a Philanthropy and Safety Committee of no less than 3 members a Chairperson, and a Co-Chairperson. The Philanthropy and Safety Chairperson shall be appointed by the Vice-President of Student Senate with Senate approval. The Co-Chairperson shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate. The Philanthropy and Safety Committee shall be responsible for organizing community service opportunities for the Student Senate, SGA, and student population to participate in. The Philanthropy and

Safety Committee shall plan a community service project for each month of Fall/Spring semesters. The Community Service Committee shall be responsible for working all philanthropic activities that the SGA performs. There shall also be one member of the S.J.C. that will serve on the Philanthropy and Safety Committee. Each year an invitation will be sent to the University Police Department inviting a student patrol officer to also serve on the Philanthropy and Safety Committee.

307.05 There shall be a Policy and Government Relations Committee of no less than 3 members a Chairperson and a Co-Chairperson. The Policy and Government Relations Committee shall review all proposed changes to the Constitution & Code of Laws and shall assist the Higher Education Partnership throughout the year to foster student advocacy on behalf of Jacksonville State University. The Policy and Government Relations Committee Chairperson shall be appointed by the Vice-President of Student Senate and confirmed by the Senate. The Co-Chairperson shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate.

307.06 There shall be a Publicity Committee of no less than 4 members and a Chairperson. The Publicity Chairperson shall be appointed by the Director of Publicity with Senate approval. The Co Chairperson shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate. The Publicity Committee shall work alongside the Director of Publicity in publicizing all SGA events. The Publicity Committee is responsible for publicizing all Student Senate functions. The Publicity Committee shall be responsible for assisting the Director of Publicity in hanging event fliers, making phone calls, and other publicity tasks as directed by the Director of Publicity.

307.07 The Senate shall from time to time create such committees as shall be necessary for its business. Such committees shall have a specific purpose and shall exist for a stated period of time. The chairpersons for these committees shall be appointed by the Vice-President of Student Senate and confirmed by the Senate. There shall be a Co-Chairperson which shall be appointed by the Chairperson with the approval of the Vice-President of Student Senate.

307.08 Every Senator shall actively serve on at least one committee. Should the Senator fail to meet within the guidelines of Section 307.08 his/her seat will be re-appointed.

307.09 All Senate Committees shall be chaired by Senators unless otherwise directed by a majority vote of the Senate.

- 307.10 The Vice-President of Student Senate shall have the power to remove chairpersons of Senate committees if probable cause for dismissal is found.
- 307.11 The Chairperson of each committee shall have the power to remove the Co-Chairperson and committee members if probable cause for dismissal is found. A Senator shall be permitted two Senate absences per semester. However, if a Senator accumulates two absences within a committee, the committee meeting absences will equate to one Senate absence. Further action to remove a Senator from office will be conducted by the Vice President of the Student Senate and will commence upon the attendance report of the committee head.
- 307.12 In Reference to Committees, actively serve shall be defined as:
Committee Member shall be permitted two (2) absences per semester with two (2) tardies being considered one (1) absence. A tardy will be given to any Committee Member who misses roll call. Any absence may be deemed acceptable if extenuating circumstances are present. If extenuating circumstances cannot be decided by the Committee Head or Co-Head then the decision shall lay in the hands of the SGA Executive Board. The Committee Member has one week after his/her third absence to meet with the Committee Head and Co-Head.
- 307.13 The Vice President of Student Senate shall meet with each Student Senate Committee Head no less than once per month during each fall and spring semester. The Committee Heads shall be duly notified of the dates, times, and locations of the meetings as determined by the VPSS. The VPSS shall either meet with each Committee Head collectively or on an individual basis, at his or her discretion. The purpose of the Committee Head meeting shall include, but not be limited to providing attendance reports of committee members; a full progress report of their Committee's past, current, and future activity; and to discuss matters of mutual concern."

Chapter 308: Senate Public Access Law

- 308.01 All records pertaining to the Senate shall be available for inspection by any member of the SGA.
- 308.02 Obstruction of public access shall be a criminal offense, and constitute misfeasance.
- 308.03 All regular meetings of the Senate shall be open to the public. All regular meetings of Senate committees shall be open to the public. The Senate, and its committees, shall have the power to bar and expel individuals for disruptive behavior.
- 308.04 The Senate shall take a proactive approach to public access. The time and place of all meetings shall be announced in the Jacksonville State University Event Calendar.

Chapter 309: Restrictions

309.01 The term “business casual” can include but is not limited to the following dress items:

Suits, dresses, skirts, khakis, colored khakis, dress slacks, blazers, collared in addition to button-up shirts, polo’s blouses, etc. flip-flops, sneakers, and jeans of any kind are not appropriate for our purposes.

The attire of each senator must be modest in taste and practice, motivated to best represent the students as well as the Student Government Association of Jacksonville State University.

Failure to abide by the guidelines will result in a verbal warning for the offender which is to be recorded by the Clerk of the Senate and issued by the President of the Student Senate or the Senate Parliamentarian. Each reoccurring offense shall equal to an absence, thus, two offenses shall mean the dismissal of the offender.

309.02 Cell phones, beepers, pagers or any other electronic devices must be silenced at all times during Senate meeting. Any violation will result in a absence from the meeting and possible disciplinary action, as this is a violation of the University’s Civility Policy. Text messaging shall constitute as a violation of this section for the meeting.

309.03 The use of tobacco products is prohibited during Senate meetings. Any violation will result in an absence from the meeting and possible disciplinary action.

Title IV

Judicial Branch Laws

Chapter 400: Organization

- 400.01 The Student Judiciary Council (S.J.C.) shall consist of eight Justices and one Chief Justice, as specified in Article V1, Section 2 of the Student Body Constitution. No member of the SJC may be an active chairperson of any other branch of the SGA, except for in the event that there is not quorum at a regularly scheduled Traffic Court hearing. Justices shall have accrued at least 12 credit hours at JSU and a grade point average of no less than 2.5 on a 4.0 scale per semester and cumulative. The Chief Justice shall have a grade point average no less than 2.5 per semester and cumulative.
- 400.02 The newly elected executive board which shall consist of the S.G.A. President, V.P.S.S., the V.P.O.A, the V.P.S.A, the Director of Publicity, the Director of Student Life, and the Advisor of the S.G.A. shall interview and vote upon the new Chief Justice. The Director of Student Life must approve the Executive Boards selection. The newly appointed Chief Justice shall pick eight (8) justices. The newly appointed justices shall be confirmed by the Student Senate.
- 400.03 The Justices shall be appointed by the Chief Justice of the Student Government Association with the consent of two-thirds of the Senate. If a vacancy shall occur in a position due to resignation or ineligibility, the Chief Justice shall submit a nominee for replacement to the Senate within two weeks of the vacancy.
- 400.04 Justices shall be expected to attend all official meetings of the Student Judiciary Council as well as all official meetings of the Legislative Branch Council. An absence may be deemed acceptable in extenuating circumstances if determined so by the SGA Chief Justice. Should a justice incur two unacceptable absences, his/her seat shall be considered vacant.
- 400.05 Copies of decisions rendered by SJC related to the JSU Constitution or Code of Laws shall be required to be on hand in the Office of Student Life and available to any student by request.
- 400.06 The Student Judiciary Council (S.J.C.) shall be vested with the power to interpret any part the SGA Code of Laws. The Student Judiciary Council will be called upon if there is any discrepancy or confusion about the

SGA Code of Laws. This division of powers shall ensure a fair and unbiased opinion from the Court. Any interpretation, in order to be valid must have a majority vote, 50%+1 of the current Justices. The Senate shall abide by whatever ruling is placed upon the majority opinion of the Student Judiciary Council. The Senate does have the power to call on the Student Judiciary Council at any time in order for an immediate interpretation. The Student Judiciary Council will have a maximum of two days to convene and hear the case. The Vice President of Student Senate shall present his/her case to the governing board of the Judiciary council. The decisions and interpretations of the Student Judiciary Council shall be effective immediately.

400.07 Each Justice shall actively serve on at least one standing senate committee. The SGA VPSS and Chief Justice shall collaborate on committee assignments. Preference for Justice committee assignments shall be given to the Philanthropy and Safety and the Policy and Government Relations Committees. However, it shall be permissible for a Justice to serve on any other standing senate committee if deemed necessary by the VPSS and Chief Justice. For the purposes of this section, the SGA Elections committee shall not be considered a standing committee. 'Actively serve' shall be define as including but not limited to attendance at all committee meetings and activities. Two committee absences shall equal one unacceptable absence from an official SJC meeting. It shall be the responsibility of the Senate Committee Head to keep accurate records of attendance and participation by Justices.

Chapter 401: Traffic Court

- 401.01 The S.J.C. shall convene for Traffic Court no less than once a month on Monday as determined by the Chief Justice and the University Police Department. Traffic Court shall start no later than 4:30 pm. Traffic Court shall convene in an easily accessible location as determined by the Chief Justice and by the University Police Department. This location must be decided upon before the first day of classes of each fall semester. The Chief Justice must announce the location at the first Senate meeting. The Traffic Court shall have the power to hear cases involving parking violations on campus.
- 401.02 The Traffic Court shall consist of 8 justices, and the Chief Justice. A representative of the University Police Department shall serve as an ex-officio member. Traffic Court quorum shall be defined as 5 justices, plus the Chief Justice. If quorum is not present the Chief Justice may allow the SGA President, Vice President of Student Senate, Vice President of Student Activities, or Vice President of Organizational Affairs to serve as an interim justice in order to make quorum. Once quorum is met, no more interim justices shall be needed.
- 401.03 Any person receiving a citation for a violation on campus has the required number of days set by the University Police Department to report the citation to appeal the decision. The appeal must be reported online to the U.P.D.
- 401.04 If the person receiving a citation loses the appeal, a court cost set by the University Police Department shall be added to the cost of the citation.
- 401.05 The eight members of the Student Judiciary Council will be required to wear business casual attire to all Traffic Court meetings of the academic school year. This attire will include but is not limited to collared shirts, slacks, and closed toed shoes. No jeans, sandals, or opened toed shoes shall be worn during these meetings. Failure to wear the appropriate attire will result in the Associate Justice being marked absent from Traffic Court.

Chapter 402: Rules of Civil Procedure

- 402.01 Any person within the Jacksonville State University Community (faculty, staff, student, or guest) may file a report if he/she feels that there is evidence to believe that the SGA Code of Laws or Constitution has been violated by any person(s), group(s), or organization(s) affiliated by the SGA, with the exemption of elections proceedings which will be overseen by the Elections Committee. Person(s), group(s), or organization(s) may be defined as: executive officers, chairpersons, committee members, senators, candidates, officers-elect, and assistants.
- 402.02 In order for there to be a subsequent hearing and resolution to a Code of Laws or Constitution violation, the following must occur: (1) an official report must be obtained from the SGA Chief Justice and must be completed and signed by the person(s) filing the report (plaintiff). (2) The Chief Justice will submit copies to the other Justices on the council. (3) The Justices will determine if there is justification for hearing by individual vote. (4) The vote shall be returned to the Chief Justice within two days of notification. If a hearing is necessary by majority vote of the Justices, the accused party will receive a copy of the report and a letter containing all the pertinent information (ex. Date, time, place, etc.) regarding the case. Both the person(s) filing the report and the accused shall attend the hearing. Failure to attend a hearing will result in a decision being rendered on the evidence available and, consequently, will favor the attending party.
- 402.03 If a field report demands clarification, elaboration, or merits further investigation, the Chief Justice and the Student Judiciary Council will be responsible for other pertinent facts and data in order to insure fairness in resolving the issue.
- 402.04 In order to ensure fairness, both the accuser and the accused will have five business days from the date of notification to prepare a response. A hearing will take place no later than 10 business days after notification. Should either party require more time to prepare its case, then either party may make a personal appeal to the Chief Justice for more time.
- 402.05 The hearing shall be attended by the Chief Justice and the Student Judiciary Council as well as the accusing and defending party, witnesses (maximum of five per party), the SGA advisor or (in his or her absence) the Director of Student Life. Both parties may have their advisor present if applicable. The advisor may converse with his/her advisee and may not address any other person involved in the hearing. The Chief Justice may request or allow others to attend (ex. Expert witnesses, impartial observers, etc.)

- 402.06 A recording of all hearings shall be made. The recordings shall be sealed after the final decision is reached. The sealed record(s) shall then be held by the Director of Student Life until after the student(s) are no longer enrolled, at which time the records will be destroyed.
- 402.07 The hearing shall begin with only the members of the Judicial Council, the accusing party, the defending party, their advisors and the Chief Justice. After appropriate introductions of all attending individuals, the Chief Justice shall ask the accusing party to present their evidence. The accused party will then be allowed to respond to and question the evidence. At any time, the Judiciary Council and the Chief Justice may ask questions of either party.
- 402.08 Witnesses will be allowed into the hearing after the initial evidence and the questioning has concluded. The Chief Justice may invite and dismiss witnesses at his/her discretion. The witnesses may be questioned at any time by the SJC, the Chief Justice, the defending party and the accusing party.
- 402.09 After the Chief Justice has determined that both parties have been given a fair opportunity to make presentations and the SJC has no further questions, all persons except the SJC Justices and SGA advisor will be dismissed for the deliberations. The Chief Justice shall guide the deliberation process and conduct voting procedure upon the conclusion of the deliberation period. Vote may be either taken by secret ballot or open vote. A majority vote (50% + 1) is needed to confirm that a Code of Laws or Constitutional Violation has occurred. The Chief Justice shall only vote in the case of the abstention of a Justice or a tie.
- 402.10 Any decision rendered by the Chief Justice and the SJC concerning any violation associated with the SGA Constitution or Code of Laws is final except as follows. Review of a decision may be requested only by the President or Advisor of the SGA. An appeals hearing can be requested to the Director of Student Life, Associate Vice-President, and the President of Jacksonville State University.

Chapter 403: Student Judiciary Council Sanctions Guidelines

403.01 The Student Judiciary Council shall have the jurisdiction and power to impose sanctions resulting from violations within all titles and chapters of the Code of Laws and the SGA Constitution.

403.02 If a majority vote determines that a violation of the SGA Code of Laws and/or the SGA Constitution has occurred, then the Justices of the SJC and the Chief Justice shall determine an appropriate sanction for the violation. The recommended sanction must be agreed upon by a majority of the Justices who voted in the case, which determined that a violation occurred.

403.03 Sanctions resulting from violations within the SGA Constitution and the Code of Laws include, but are not limited to, the following:

1. Disqualification- the defending party may be disqualified if found guilty of a violation and may lose all SGA sponsored privileges, awards, and other such entitlements as a result.
2. Fines-The defending party may be fined no less than \$50.00 and no more than \$200.00 if found guilty; depending on the severity of the violation.
3. Suspension- the defending party may be suspended from participating in SGA sponsored activities/events if found guilty of committing a violation.

Title V

Student Activities Branch

Chapter 500: Organization of the Student Activities Council

- 500.01 A Student Activities Council (S.A.C.) shall exist to provide a variety of activities for the student body. The S.A.C. shall be composed of student members and the V.P.S.A. shall chair the S.A.C.
- 500.02 The S.A.C. shall meet the second and fourth Tuesday of each month throughout the year. Meetings shall begin the same week as the Student Senate. The meetings shall include reports from the V.P.S.A., each of the committee heads (as appropriate), and any other business relating to student activities.
- 500.03 Members of the S.A.C. shall be appointed by the V.P.S.A. and shall not require confirmation of the Student Senate. All members of S.A.C. shall attend all regularly scheduled S.A.C. meetings.
- 500.04 A S.A.C. member shall be permitted two (2) absences per semester. An absence may be deemed acceptable if extenuating circumstances are present. Extenuating circumstances shall be decided by the Vice President of Student Activities. The S.A.C. member has one week after his/her third absence to meet with the Vice President of Student Activities. Should the S.A.C. member fail to meet within the allotted time, his/her membership will be revoked.
- 500.05 The V.P.S.A. shall nominate a Vice President of S.A.C. and a Secretary based upon applications and interviews. The Vice President of S.A.C. nomination shall be made to the Student Senate for confirmation. The V.P.S.A. shall have the power to remove the Vice President of S.A.C. or the Secretary if they have neglected to carry out their responsibilities.
- 500.06 The V.P.S.A. shall nominate S.A.C. members for the activities committee head positions based on applications and interviews. The V.P.S.A. shall have the power to remove committee heads of the S.A.C. if they have neglected to carry out their responsibilities.

500.07 The following shall be the committees of the Student Activities Council: Major Entertainment, Welcome Week, Cultural Affairs, Movie Night, Family Day and J-Day. The V.P.S.A. shall have the power to create other committees after consultation with the S.G.A. Executive Board to meet the needs of the Student Body.

500.08 Each committee head must work in conjunction with the S.G.A. volunteers.

500.09 All S.A.C. members must complete two hours of volunteer service each semester. If any S.A.C. member does not complete his or her required hours, their membership will be revoked. The V.P.S.A. shall be responsible for determining what constitutes volunteer service

Title VI

Finance Laws

Chapter 600: Office of the Vice-President of Organizational Affairs

600.01 The SGA Vice President of Organizational Affairs (VPOA) shall be the disbursing agent for the SGA.

600.02 The SGA VPOA shall issue a monthly report to the Senate, of moneys allocated to SGA recognized organizations.

600.03 The VPOA shall be responsible for all relations with University recognized Organizations. The VPOA shall maintain the Student Organizational Council (OC).

600.04 The Duties of the VPOA include:

- A. Preside over all meetings of the OC which shall meet on the first and third Tuesday of each month.
- B. Coordinate and review all bills and resolutions which come from the OC for Senate review.
- C. Coordinate all news articles, announcements, and advertisements from the OC for publication in the Jacksonville State University newspaper, The Chanticleer.
- D. Report all news articles, announcements, and advertisements to the Director of Publicity.
- E. To advise SGA officials on all matters concerning University Recognized Organizations.

Chapter 601: Funds Disbursement Process

601.01 S.G.A. funds shall be disbursed by the S.G.A. Vice-President of Organizational Affairs in accordance with law and University procedure. The SGA Vice-President of Organizational Affairs shall inform each person, branch, or committee with an S.G.A. account of the University policies regarding University funds.

601.02 The Vice-President of Student Activities shall have the primary responsibility for requesting monies for all S.A.C. accounts.

601.03 The Senate will be responsible for reviewing and voting upon all requests made by the Appropriations Committee regarding allocating S.G.A. funds to University recognized organizations. The Senate may table a request for allocation only once.

601.04 Allocations shall not exceed \$400.00 per organization, per semester.

601.05 In order for a University recognized organization to be eligible for allocations from the S.G.A., they must:

1. Attend at least three Organizational Council meetings in the semester in which the organization is requesting funding.
2. Complete and submit a W-9 form with the employer identification number to the Student Government Association Vice President of Organizational Affairs.
3. Complete a fund-raiser at least ten business days before allocations request is made and submit it to the Office of Student Life. Complete is defined as attempting a fundraiser and making any profit.
4. Complete and return "Request for Allocations Form" to the Office of Student Life. Also, include all receipts to complete the reimbursement process. The form and receipts will be submitted to the Vice President of Organizational Affairs, who shall attach a written record of the organization's attendance to the form before submitting it to the Allocations Committee.
5. Have a Faculty Advisor. If applicable, the Faculty Advisor will pick-up the allocation check from the Office of Student Life.
6. Attend the scheduled meeting with the Allocations Committee and the Student Senate to answer questions pertaining to the need of requested funds.

7. Continue to maintain a presence in the Organizational Council after receiving Allocations in order to remain eligible the following year. A maintained presence is defined as the regular and orderly attendance of Organizational Council meetings and events. The Vice President of Organizational Affairs shall decide if extenuating circumstances apply on a case-by case basis.

601.06 University recognized organizations that receive an allocation from the S.G.A. and do not comply with all regulations set forth in 601.5 will be ineligible to receive further allocations for one complete academic year.

Chapter 603: General Guidelines

603.01 Printed Materials:

All printed materials for any and all services, activities, programs, or events sponsored by a recipient of a regular appropriation from the S.G.A. Budget must include the Jacksonville State University S.G.A. logo, as designated by the Office of Publicity. On printed materials the S.G.A. logo shall be no less than 1/30 the size of the area in which the logo is placed. One of the following areas or printed materials may be used to meet the logo requirement:

- (1) On the front of posters and flyers.
- (2) On the front or back cover of pamphlets and other publications.
- (3) Inside the front cover of publications.

Chapter 604: Self-Generated Funds and Off-Campus Accounts

604.01 All moneys generated by any agency, branch, or committee shall be deposited into the appropriated account by the S.G.A. Vice-President of Organizational Affairs. Under no conditions shall such funds be utilized by the agency, branch, or committee prior to deposit by the S.G.A. Vice-President of Organizational Affairs.

604.02 No S.G.A. utility shall establish an off-campus account. All S.G.A. moneys are University funds and must be retained in a University account. Violation of this provision shall be grounds for impeachment under this Code, as well as a violation of University guidelines and subject to University disciplinary action.

Title VII

Spring General Laws

Chapter 700: Spring General Election Schedule

- 700.01 The Spring General Election process shall begin six weeks prior to spring break. Applications will then be made available in the Office of Student Life.
- 700.02 Five weeks prior to spring break, applications will be due to the Office of Student Life by 4:30pm. A candidate may only apply for one SGA executive position.
- 700.03 Five weeks prior to spring break, a mandatory meeting shall be held. Candidates must sign a consent form stating that they received and understand the elections procedures and regulations as stated in the SGA Code of Laws.
- 700.04 If a potential candidate misses the mandatory meeting, they must obtain the election procedures and regulations before they can proceed with campaigning. Campaigning shall begin once the consent form is signed and received by the Office of Student Life.
- 700.05 On the Monday two weeks prior to spring break, each candidate will give a speech on his or her behalf, as well as participate in a debate between each candidate in the running for a particular executive office. The speeches shall be no more than five (5) minutes long, and a facilitator shall govern the debate.
- 700.06 The election shall be held on the Thursday two weeks prior to spring break; if necessary, a run-off election shall be held on the following academic Tuesday.
- 700.07 Each voter may cast a ballot for 3 separate candidates for senator. The 30 candidates receiving the highest number of votes cast shall be declared student senators for the next academic year.
- 700.08 Each voter may cast one vote for the SGA President, Vice President of Student Senate, Vice President of Student Activities, and Vice President of Organizational Affairs positions; the candidate receiving the majority of votes will be named the executive officer.

Chapter 701: Spring General Election Rules

- 701.01 The electronic voting system will be open from 12:00 a.m. until 4:00 p.m. C.S.T on the day of the election.
- 701.02 In order to cast a vote, the voter must have a valid JSU Student ID number and currently be enrolled in at least one (1) class.
- 701.03 One candidate within each race must obtain a majority in order to be declared the winner of the elected office. A majority shall be defined as 50% +1.
- 701.04 All students seeking the elected executive positions of Vice President of Student Senate, Vice President of Student Activities, and Vice President of Organizational Affairs must be in good academic standing, have no judicial holds with the university, hold the classification a classification of sophomore status (32 credit hours), and retain a minimum 2.5 cumulative GPA.
- 701.05 All students seeking the elected executive position of SGA President must be in good academic standing, have no judicial holds with the university, hold the classification of sophomore status (32 credit hours), and retain a minimum 2.75 cumulative GPA.
- 701.06 On the day of election all word-of-mouth campaigning must be done outside all facilities and entrances to facilities.
- 701.07 No campaign materials may be placed on any area that would result in defacing of university property or block the vision of traffic, along with any other specific area designated by the SGA.
- 701.08 All campaign materials must be removed by the Sunday following the election.
- A. In the case of a run-off election. All campaign materials must be taken down within twenty-four (24) hours of the election.
- 701.09 VOTER FRAUD: Any candidate or ticket of candidates who commits voter fraud will be automatically disqualified from elections. Voter fraud is defined as offering or paying money for votes, promising benefits in exchange for votes, commanding the selection of a particular candidate, requiring eligible voters to provide a proof of ballot after voting, using another voter's identification in order to cast a vote, or making false statements to election officials.

701.10 FINES: Any candidate who violates sections 701.06, 701.07, and 701.08 will be charged with amount of retribution for damages as determined by the university.

Chapter 702: Spring General Election Regulations

- 702.01 Only a candidate may file a complaint against another candidate for a violation of an election law. A complaint must be filed within twenty-four (24) hours following the alleged violations.
- 702.02 Any candidate with proof that another candidate has violated any provision of these regulations may file a written complaint with the Chief Justice. The complaint shall include the regulations violated, the date and time of the alleged violation and the name(s) of such person(s) who can substantiate the allegations.
- 702.03 In the event that a complaint is filed before the close of the polls, the Student Judiciary Council shall convene in a timely manner and review the complaint. During the meeting, the Student Judiciary Council has the option of questioning all parties involved before rendering a decision. The Student Judiciary Council will determine the penalty or penalties and render their decision in written form. Each member of the Student Judiciary Council, including Chief Justice, shall have one (1) vote. If the decision has been made to disqualify a candidate, and one other candidate only comprises the race, the remaining candidate will be declared the winner.
- 702.04 In the event that any member(s) of Student Judiciary Council is/are involved in the election or election infraction in any way, as a candidate or has special interest (referenda) in the event in question, they shall not serve on the Student Judiciary Council in terms of hearing and ruling on the cases in which they are involved. They shall be replaced the Vice President of Student Senate. If the Chief Justice is incapable of serving for this special session, the SGA President will serve on his or her behalf.
- 702.05 If disqualified, the candidate has twenty-four (24) hours to file a written request for appeal to the Chief Justice of the SGA. The Student Judiciary Council will convene within five business days and rule upon the appeal. During the meeting, the Chief Justice and any other members of the Student Judiciary Council will present his or her findings of the case and has the option of questioning all parties involved before rendering a decision. The candidate will be given equal time to present his or her case. Unless extenuating circumstances apply (determined by the SGA Advisor) and/or unless a Justice is involved in any election violation, all members of the Student Judiciary Council must be present to hear and rule on all cases involving election infractions.

702.07 In the event that a candidate appeals and the Council must re-examine their decision, each member of the Student Judiciary Council including Chief Justice has one (1) vote. Members of the Student Judiciary Council cannot be replaced for these hearings and rulings. If a member of the Student Judiciary Council is incapable of serving for this special session, permission must be granted from the SGA Advisor for the case to proceed. If the Chief Justice is incapable of serving for this special session, the SGA President will act on his or her behalf. A clear majority vote is needed to overturn or uphold the Student Judiciary Council decision.

702.08 All proceedings of the Student Judiciary Council that involve the violation of an election law must be audio-recorded by the Chief Justice. All audio-recordings will be retained in the Office of Student Life for one semester.

702.09 The Student Judiciary Council may use the audio-recordings for election complaint hearings.

Chapter 703: Election of Mr. & Miss Friendly and Mr. & Miss Jax State

703.01 Elections for Mr. & Miss Friendly and Mr. & Miss Jax State shall be held each academic year at the discretion of the SGA Executive Board and the Director of Student Life

703.02 All election procedures from Chapter 701 and 702 shall apply for the election of Mr. & Miss Friendly and Mr. & Miss Jax State.

703.03 Candidates for Mr. & Miss Friendly and Mr. & Miss Jax State must currently have at least a 2.5 GPA, 12 credit hours, be active in at least two on-campus activities, and be full-time students.

703.04 Once elected, Mr. & Miss Friendly and Mr. & Miss Jax State shall be required to serve 4 hours of VPSA-approved community service hours per semester to total 8 community service hours during their reign, which will total two semesters. The VPSA shall record all hours and track progress.

703.05 A list of community service suggestions will be made available to the current reigning Mr. & Miss Friendly and Mr. & Miss Jax State in the office of the VPSA.

703.06 If community service hours are not met or the titleholder is unable to complete the full-term of two reigning semesters, the current reign will end and the 1st runner up in the prospective category shall be named the new current reigning titleholder.

Chapter 704: Vacant SGA Executive Positions:

704.01 In the event that any Executive Office of the SGA is deemed vacant at the close of the normal application acceptance period, the normal application period shall be extended for two (2) weeks starting on the Friday in which the application acceptance period normally ends.

704.02 During the extended application period, all executive positions shall be deemed open and any qualified student may submit their application and upon the receipt of the candidate's application and qualification certification, campaigning can begin immediately. It shall be assumed that the candidate understands all the rules and regulations governing the elections proceedings, including campaigning. Candidates submitting their candidacy during the extended application period will appear on the ballot for the regular spring elections. The regular spring election can be postponed for a maximum of three weeks, excluding spring break.

704.03 At this point, all Executive positions shall require a 2.5 GPA, with the exception of the SGA President requiring a cumulative 2.75 GPA, with 12 hours of JSU credit. This shall be the required GPA for the entire term of those executive officers.

704.04 After the two week extended application acceptance period has ended and vacancies still exist within SGA Executive Offices, the outgoing SGA Executive Board, incoming SGA Officers, SGA Advisor, Director of Student Life (ex-officio) shall meet the Friday immediately following the regular Spring Elections to appoint an acting: SGA President, Vice President of Student Senate, Vice President of Student Activities, Vice President of Organizational Council, Director of publicity, and/or Chief Justice, whichever applicable. An outgoing officer can fill one of these positions if he or she expresses such interest; if not, any qualified student can serve in this acting position. The acting position shall not exist more than four (4) weeks from the date initiated.

704.05 The acting SGA Officer(s) shall be subject to urgent Senate confirmation/rejection. Upon confirmation, he or she shall be (whichever is appropriate) the SGA President, Vice President of Student Senate, Vice President of Student Activities, Vice President of Organizational Council, and/or Chief Justice.

704.06 At the expiration of the acting position time allotment, a special election should have been held and the newly elected SGA Officer(s) should take office immediately.

704.07 Chapter 704 has supremacy and nullifies any conflicting requirement of Title VII and shall be only enacted if any SGA Executive Position is vacant at the time the normal application acceptance period usually ends. However, Chapter 704 shall

follow the sections of Title VII that governs election proceedings except the sections that conflict with this chapter. Any provisions that are not covered by this chapter shall be reverted back to any part of Title VII that cover(s) the area(s) of concern.

Title VIII

Student Organization Laws

Chapter 800: Recognized Organizations

800.01 Those organizations meeting the conditions contained herein shall be designated S.G.A. Recognized Organizations. Such discretion shall entitle an organization to participate in S.G.A. sponsored events, request monetary appropriations, and retain a seat on the Organizational Council.

800.02 The S.G.A. Recognized Organizations are those currently recognized by the Jacksonville State University Office of Student Life.

800.03 Any organization not included in 800.02 may file for S.G.A. Recognized Organization status by applying in the Office of Student Life. No organization, which is not officially recognized by Jacksonville State University, shall receive S.G.A. Recognized Organization status.

800.04 All S.G.A. recognized organizations are required to have a representative attend Organizational Council meetings. If an organization does not meet this requirement, they will not be eligible to receive allocations from the S.G.A.

800.05 In order to maintain active status, each organization on campus is hereby required to file a report with the Vice President of Organizational Affairs once a semester detailing the progress of events, community service, and any other item(s) deemed suitable in order to describe the growth of the organization. Any organization that fails to meet this requirement will continue in an inactive status until report is filed.

Chapter 801: Requirements for Recognition

- 801.01 No organization shall be recognized which has been refused recognition by the University.
- 801.02 An organization seeking recognition must be in accord with the University's mission statement.
- 801.03 An organization seeking recognition shall have a Constitution or a clear mission statement or statement of purpose.
- 801.04 An organization seeking recognition shall include, as active members, only currently enrolled students of Jacksonville State University.

Chapter 802: Regulations for Homecoming Activities

802.01 If any organization participating in the homecoming competition fails to meet the regulations set forth in this chapter, that organization will be immediately disqualified by the judges of the event at that time.

802.02 Each organization will be required to sign a form upon entry stating that they fully understand and will abide by the regulations established in this chapter.

802.03 The height of the trailer and/or float decorations from the bed of the trailer must be in accordance to safety regulations regarding power lines. The float and trailer shall be no taller than 16 feet, and no longer than 28 feet.

Chapter 803: Organizational Council

803.01 The Organizational Council shall meet on the first and third Tuesday of each month at 6pm. All meetings shall be open to the public.

803.02 The Organizational Council may alter the time and place of a particular meeting by majority vote one meeting previous to the meeting needing to be altered.

803.03 And there shall be a council known as the Jacksonville State University Organizational Council, hereafter referred to as the O.C.

803.04 The purpose of the O.C. shall be to protect and defend the rights and responsibilities of the University to the Student Government Association recognized student organizations.

803.05 The O.C. shall serve as representation for all organizations at Jacksonville State University.

Chapter 804: Membership and Benefits

- 804.01 All S.G.A. recognized organizations have the right to obtain a seat on the organizational council.
- 804.02 Each organization shall be represented by one officer or member of that organization. If an organization fails to meet this requirement, they will not be eligible to receive allocations from the S.G.A.
- 804.03 Attendance is mandatory. An absence may be deemed acceptable if extenuating circumstances are present. The S.G.A. Executive Board shall decide on extenuating circumstances.
- 804.04 An O.C. seat does not become active until that said organization has sent a representative to an organizational council meeting for the first time in a semester.
- 804.05 Each organization shall have only one official primary delegate and a secondary delegate to attend the O.C. meeting, and each organizational representative may only represent one organization.
- 804.06 Any organization wanting allocations must have attended at least three OC meetings in the semester in which they are requesting allocations.
- 804.07 If an organization receives an allocation and fails to attend meetings there after, they will not be eligible to receive allocations for one complete academic school year.
- 804.08 Funds shall be disbursed to qualifying organizations in accordance with Section 601.05.

Chapter 805: Officials

- 805.01 The President of the O.C. shall appoint, with the consent of the Council, a Clerk. The Clerk shall take the minutes and attendance of every meeting. The President of the O.C. shall appoint an Interim Clerk to serve at the first meeting until a Clerk shall be chosen.
- 805.02 The President of the O.C. shall appoint, with the consent of the Council, a Chaplain. The Chaplain shall offer a moment of silence or non-denominational, inspirational message before official O.C. functions.
- 805.03 The President of the OC shall appoint, with the consent of the council, a parliamentarian. The parliamentarian shall ensure that the rules of procedure and the general rules for parliamentarian procedure as found in Robert's Rules of Order are followed. The President of the OC shall appoint an acting parliamentarian to serve at the first meeting until a parliamentarian has been chosen.
- 805.04 The President of the O.C. shall nominate a President Pro- Tempore; thereafter, the nomination must be voted on and confirmed by the Senate. The President Pro- Tempore shall preside at meetings of the Organizational Council when the O.C. President is absent. The President of the O.C. shall nominate a President Pro- Tempore no later than the third meeting of the fall semester. The Pro- Tempore shall have the same qualifications as the Vice President of Organizational Affairs.

Chapter 806: Rules of Procedure

806.01 The Organizational Council shall observe the following Rules in conducting its business:

The Order of Business shall be:

- I. Call to order
- II. Roll Call
- III. Reading of the minutes
- IV. Chaplain
- V. Officer Reports
- VI. Committee Head Report
- VII. Old Business
- VIII. New Business
- IX. Discussion
- X. Announcements
- XI. Adjournment

Chapter 807: Committees

807.01 There shall be a Programming Committee. The Vice-President of Organizational Affairs with approval of the O.C shall appoint the Programming Committee Chairperson. The Chairperson shall appoint the Co-Chairperson. The programming committee shall be responsible for organizing all programs produced by the O.C.

807.02 There shall be a Public Relations Committee. The Vice-President of Organizational Affairs with approval of the O.C shall appoint the Public Relations Committee Chairperson. The Chairperson shall appoint the Co-Chairperson. The Public Relations Committee shall be responsible for publicizing all meetings and events of the O.C.

807.03 There shall be a Regulations Committee. The Vice- President of Organizational Affairs with approval of the O.C shall appoint the Regulations Committee Chairperson. The Chairperson shall appoint the Co- Chairperson. The Regulations Committee shall work with the Student Senate Policy and Government Relations Committee to review all proposed changes to the Organizational Council Code of Laws. This committee shall also address concerns of organizations with regards to their university rights.

807.04 The O.C. shall from time to time create such committees as shall be necessary for its business. Such committees shall have a specific purpose and shall exist for a stated period of time. The Vice President of Organizational Affairs shall appoint the chairpersons for these committees. There shall be a Co-Chairperson, which shall be appointed by the Chairperson.

807.05 Every O.C. representative shall actively serve on at least one O. C. committee.

Title IX

General Laws

Chapter 900: SGA Scholarship

- 900.01 The candidates for the SGA Scholarship must have been elected or appointed and have served a minimum of two consecutive full terms (four semesters) as a Senator, Justice, or Student Activities Committee Head.
- 900.02 The candidates must have a 2.5 cumulative GPA.
- 900.03 The candidates must show high leadership qualities.
- 900.04 The candidates must have been active and dependable in their respective position as deemed by the SGA Executive Offices.
- A. Senators- Must have been active on at least two Senate committees with the exception of Senate Committee Heads who must have served one full year as a Committee Head. The Senator must have also been active in other aspects of the Student Government Association as so approved by the Vice President of the Student Senate.
 - B. Justices- Fulfill duties as defined in Chapter 400 of Code of Laws while also being active in other facets of the Student Government Association as so approved by the Chief Justice.
 - C. Student Activities Committee Heads- Must have been an active Committee Head who was also an active member in other areas of the Student Government Association as so approved by the Vice President of Student Activities.
- 900.05 The candidate must show true interest in the S.G.A. and be willing to promote J.S.U. in every endeavor.
- 900.06 The scholarship will be divided into two (2) \$1250.00 scholarships (\$625.00 each semester).
- 900.07 The selection committee shall consist of the following: S.G.A. President, Vice-President of Student Senate, Vice-President of Student Activities, Vice-President of Organizational Affairs, Director of Publicity, Chief Justice, SGA Advisor (ex-officio), and the Director of Student Life (ex-officio).

- 900.08 Each candidate must interview with the selection committee.
- 900.09 If the Senator, Justice, or Student Activities Committee Head fails to be active in the Student Government Association the following year or fails to maintain the cumulative GPA requirement the remaining scholarship will be terminated.
- 900.10 If only one Senator, Justice or Student Activities Committee Head applies and qualifies with the rules then he/she will be awarded the scholarship. The remaining scholarship will be put into the S.G.A. budget for use by the S.G.A. The same holds true if no Senator, Justice or Student Activities Committee Head applies, or is qualified.
- 900.11 Active shall be defined as at least 40% participation at SGA events, activities, and/or festivities, volunteering for special events indirectly associated with the SGA, and fulfilling the requirements of the respective position as deemed by the Code of Laws.
- 900.12 SGA Executive Officers shall not be eligible to apply for the SGA Scholarship in the year he/she served as an officer.

Chapter 901: Tailgate

- 901.01 The SGA will set up tailgate on Dillon Field for all home football games during the fall semester of each academic year unless otherwise announced.
- 901.02 Any active organization wanting to reserve a spot on Dillon Field may do so by contacting the SGA President before the first Home game of each season. If an organization wishes to reserve a spot for tailgate after the first Home game of each season, it shall be the discretion of the SGA President to assign any open spots.
- 901.03 The SGA President shall provide each organization wishing to participate in tailgate with a list of rules and regulations. The organization must agree to the terms and conditions before they are allowed to tailgate.
- 901.04 Each Senator will be responsible for assisting with the set up and operation of SGA tailgate at least once during the semester. The SGA Vice President of Student Senate will be responsible for assigning Senators to work particular tailgates with their Committees. It shall be the responsibility of each Senate Committee Head to coordinate with the VPSS and his or her committee members for their assigned tailgate.
- 901.05. If any Senator does not assist with the tailgate assigned to his or her Committee they must have an acceptable excuse. If the Senator does not have an acceptable excuse, they will be considered absent.

Title X

Homecoming Laws

Chapter 1000: Homecoming Election Schedule

- 1000.01 The top ten (10) candidates chosen by the Homecoming Pageant judges may begin campaigning for top five (5) elections immediately following the conclusion of the pageant.
- 1000.02 On the Thursday of Homecoming Week, the Homecoming Court top five (5) elections will be held online. Each student will vote for one (1) from the top ten (10) finalists. The Homecoming King and Queen shall be the finalists receiving the highest overall number of votes casted, and the next four (4) runner-ups shall comprise the courts of both races. In the event of a tie, a run-off election shall be held on Friday of Homecoming Week.
- 1000.03 The Chief Justice must post the results of the elections on the door of the Office of Student Life immediately after votes have been counted.
- 1000.04 The Homecoming King and Queen and their courts shall be announced during the pep rally set at a predetermined time. In the event of a tie, the winner will be announced at halftime of the Homecoming Game.

Chapter 1001: Homecoming Election Rules

- 1001.01 The electronic voting system will be open from 12:00 a.m. C.S.T until 4:30 p.m. C.S.T
- 1001.02 In order to cast a vote, a voter must have a valid JSU Student ID number and currently be enrolled in at least one class.
- 1001.03 Candidates for Homecoming King or Queen may be either graduate or undergraduate students.
- 1001.04 Candidates for Homecoming Queen must have a cumulative GPA of 2.5 and a minimum of 24 hours of completed credit at Jacksonville State University. The candidate must have been a student of Jacksonville State University for at least one year and be currently active in at least one on-campus activity.
- 1001.05 Candidates for Homecoming King and Queen must be full-time students of Jacksonville State University.
- 1001.06 Any sponsoring organization must be a university recognized organization and may only sponsor a maximum of four candidates for the Homecoming Pageant. Each of the candidates sponsored must receive twenty-five different signatures from students currently enrolled. Any student may also run without any organizational sponsorship; however, the candidate must still receive twenty-five signatures from students currently enrolled.
- 1001.07 If a candidate fails to receive twenty-five different signatures, his or her application will be considered incomplete.
- 1001.08 On the day of election all word-of-mouth campaigning must be done outside all facilities and entrances to facilities.
- 1001.09 No campaign materials may be placed on any area that would result in defacing of university property, block the vision of traffic, or otherwise designated by the SGA.
- 1001.10 All campaign materials must be removed by the Sunday following the Homecoming game.
- 1001.11 VOTER FRAUD: Any candidate or ticket of candidates who commits voter fraud will be automatically disqualified from elections. Voter

fraud is defined as offering or paying money for votes, promising benefits in exchange for votes, commanding the selection of a particular candidate, requiring eligible voters to provide a proof of ballot after voting, using another voter's identification in order to cast a vote, or making false statements to election officials.

1001.12 FINES: Any candidate who violates sections 1001.04, 1001.05, and 1001.06 will be charged with the amount of retribution for damages as determined by the university.

1001.13 In the event that the reigning King or Queen is unable to fulfill his or her duties for any reason or the King or Queen transfers or drops out, the next runner up shall receive the title of homecoming king/queen and assume the duties thereof.

Chapter 1002: Homecoming Election Regulations

- 1002.01 Only a candidate may file a complaint against another candidate for a violation of an election law. A complaint must be filed within twenty-four (24) hours following the alleged violations.
- 1002.02 Any candidate with proof that another candidate has violated any provision of these regulations may file a written complaint with the Chief Justice. The complaint shall include the regulations violated, the date and time of the alleged violation and the name(s) of such person(s) who can substantiate the allegations.
- 1002.03 In the event that a complaint is filed before the close of the polls, the Student Judiciary Council shall convene in a timely manner and review the complaint. During the meeting, the Chief Justice has the option of questioning all parties involved before rendering a decision. The Student Judiciary Council will determine the penalty or penalties and render their decision in written form. Each member of the Student Judiciary Council, including Chief Justice, shall have one (1) vote. If the decision has been to disqualify a candidate, the remaining candidate (if only one) will be declared the winner.
- 1002.04 In the event that any member(s) of Student Judiciary Council is/are involved in the election or election infraction in any way, as a candidate or has special interest (referenda) in the event in question, they shall not serve on the Student Judiciary Council in terms of hearing and ruling on the cases in which they are involved. They shall be replaced the Vice President of Student Senate. If the Chief Justice is incapable of serving for this special session, the SGA President will serve on his or her behalf.
- 1002.05 If disqualified, the candidate has twenty-four (24) hours to file a written request for appeal to the Chief Justice of the SGA. The Student Judiciary Council will convene within five business days and rule upon the appeal. During the meeting, the Chief Justice and any other members of the Student Judiciary Council will present his or her findings of the case and has the option of questioning all parties involved before rendering a decision. The candidate will be given equal time to present his or her case. Unless extenuating circumstances apply (determined by the SGA Advisor) and/or unless a Justice is involved in any election violation, all members of the Student Judiciary Council must be present to hear and rule on all cases involving election infractions.

- 1002.06 In the event that a candidate appeals and the Council must re-examine their decision, each member of the Student Judiciary Council including Chief Justice has one (1) vote. Members of the Student Judiciary Council cannot be replaced for these hearings and rulings. If a member of the Student Judiciary Council is incapable of serving for this special session, permission must be granted from the SGA Advisor for the case to proceed. If the Chief Justice is incapable of serving for this special session, the SGA President will act on his or her behalf. A clear majority vote (50%+1) is needed to overturn or uphold the Student Judiciary Council decision.
- 1002.07 All proceedings of the Student Judiciary Council that involve the violation of an election law must be audio-recorded by the Chief Justice. All audio-recordings will be retained in the Office of Student Life for one semester.
- 1002.08 The Student Judiciary Council may use the audio-recordings for election complaint hearings.

Chapter 1003: Homecoming Pageant

1003.01 All questions asked during the “Question and Answer” portion of the Homecoming Pageant shall pertain to Jacksonville State University and personal aspirations.

Updated: April 12, 2016