

CHARTERING BYLAWS
OF THE STUDENT GOVERNMENT ASSOCIATION OF EMORY UNIVERSITY
As Amended by Bill 47sl16 in October 2013

PREAMBLE

The Student Constitution of Emory University (Constitution of the Student Government Association of Emory University) vests the Student Government Association Legislature the sole authority of forming and recognizing Subsidiary Bodies, including but not limited to Divisional Councils, University-Wide Organizations, and Student Groups, and therefore enacts these Chartering Bylaws of the SGA of Emory University to govern and to regulate the issuance of Student Groups and other Subsidiary Bodies.

TITLE I. CATEGORIES OF SUBSIDIARY BODIES

ARTICLE 1. CATEGORIES OF CHARTERS

There shall be three categories of Subsidiary Bodies formed and established by the SGA:

- A. Divisional Councils
- B. University-Wide Organizations
- C. Student Groups

ARTICLE 2. DIVISIONAL COUNCIL CHARTERS

- A. A charter shall be considered to be issued to any Divisional Council of the SGA immediately upon its approval and recognition by a majority vote of the Legislature, which shall have the sole power to issue such charters, in accordance with the Constitution.
- B. Only councils representing students of an academic division of the University may receive such a charter.
- C. Divisional Council Charters may be revoked in accordance with procedures outlined in the Constitution.
- D. Divisional Councils holding valid charters are eligible for representation in the SGA Legislature and possess all powers and responsibilities granted to Divisional Councils by the SGA, including the power to approve Student Group Charters, as regulated and overseen by SGA.
- E. Divisional Councils shall maintain an updated copy of their constitutions, bylaws, requirements for Student Group charters, and other rules and regulations with the SGA Attorney General and on an online database provided by the SGA before they may be



enforced.

ARTICLE 3. UNIVERSITY-WIDE ORGANIZATION CHARTERS

- A. The SGA Legislature has the sole power to issue University-Wide Organization Charters.
- B. Organizations wishing to obtain a University Wide Charter must meet all minimal standards outlined for holders of Student Group Charters and must demonstrate to the Legislature that:
 - 1. The organization has significant student membership from multiple divisions of the University or that the goal of the organization is to provide a valuable service to the entire Emory University community.
 - 2. The organization is in need of a stable source of funding such as direct allocation through the Fee Split Bylaw of the SGA because the organization is by nature meant to distribute money to other sub-entities or because it needs such funding to ensure its ability to provide a valuable service to the Emory community.
- C. The Attorney General shall create an application for a University Wide Charter, which shall be made available in the SGA Office. The Attorney General shall collect such applications along with any material needed to demonstrate an organization's eligibility for a University Wide Charter and work with members of the organization to ensure that a proper bill to issue a charter is submitted to the SGA Legislature.
- D. The Legislature may issue a University-Wide Organization Charter by a majority vote.
- E. The Legislature may revoke a University-Wide Organization Charter by a majority vote of the membership of the SGA, or a two-thirds vote of those present, whichever is greater, if any organization so chartered is found to have violated university or SGA rules or if an organization so chartered fails to meet the minimum requirements to retain its charter.
- F. Any group holding a University-Wide Organization Charter shall be considered a University-Wide Organization.
- G. All University-Wide Organizations shall receive funding via set contract with the SGA or as a percentage of the university wide budget as outlined in the Fee Split bylaw.
- H. All University-Wide Organizations shall have the power to approve Student Group Charters, as regulated and overseen by SGA.
- I. University-Wide Organizations shall maintain an updated copy of their constitutions, bylaws, requirements for Student Group charters, and other rules and regulations with the SGA Attorney General and on an online database provided by the SGA before they may be enforced.
- J. The Constitution of all University Wide Organizations shall be listed as bylaws of the SGA and shall be amended in accordance with Article XII, Section 3 and Article XIII



of the Standing Rules.

ARTICLE 4. STUDENT GROUP CHARTERS

Section 1. Devolution and Entrustment of Authority

- A. The SGA Legislature entrusts its various recognized Divisional Councils and University-Wide Organizations with the power to approve Student Group Charters in its name within its jurisdiction.
- B. The College Council is given the authority to approve undergraduate-wide cross-divisional charters.
- C. Divisional Councils under the supervision of the Graduate Student Government Association, referred to as "Graduate Assemblies," shall enjoy the same rights as those Divisional Councils under the direct supervision of the SGA.
- D. The Graduate Student Government Association is given the authority to issue graduate-wide cross-divisional charters.
- E. Any Cross-Divisional (between an undergraduate division and a graduate division) Charter shall serve as a University-Wide Charter, and may only be approved and granted by the SGA as aforementioned. As an alternative, a cross-divisional Student Group between undergraduate divisions and graduate divisions may be substituted with an affiliation between an undergraduate chartered Student Group and a graduate Student Group club, both of which shall maintain separate charters, budgets and funds but may work together to put on events and programs.

Section 2. Types of Student Group Charters

- A. Divisional Councils and University Wide Organizations may designate Student Group Charters as "Self-Generated" or "Allocated."
- B. Organizations designated a Self-Generated Charter by either a Divisional Council or a University-Wide Organization shall:
 - 1. Have the right to be given self-generated accounts, with the amount specified within the Monetary Code of the SGA, by the SGA Business Manager.
 - 2. Have the ability to reserve University space, in compliance with University guidelines.
 - 3. Be recognized as a permanent organization, but not be able to request either a budget or supplemental funding from the Divisional Council or University-Wide Organization that issued the Self-Generated Charter, or to request supplemental funding by the SGA or any of its Subsidiary Bodies.



4. Have the right to petition the Divisional Council or University-Wide Organization that issued the Self-Generated Charter to upgrade that Charter to Allocated status, so long as this request is made within the policies of the Divisional Council or University Wide Organization.
- C. Organizations designated as an Allocated Charter by either a Divisional Council or a University-Wide Organization shall:
1. Be given allocated accounts by the SGA Business Manager. Furthermore, the president of the Student Group shall have the privilege of starting a self-generated account, with the amount specified within the Monetary Code of the SGA.
 2. Have the ability to reserve University space, in compliance with University guidelines.
 3. Be recognized as a permanent organization and have the right to request either a budget or supplemental funding from the Divisional Council or University-Wide Organization that issued the Allocated Charter, and to request supplemental funding by the SGA and its Subsidiary Bodies, in compliance with the rules outlined in the SGA and Subsidiary Bodies' bylaws.

Section 3. SGA Requirements of Student Group Charters

- A. Each Student Group Charter, Self-Generated or Allocated, shall at least meet the following conditions:
1. Maintain a constitution, which shall conform to the Student Constitution of Emory University (the SGA Constitution), bylaws of the SGA, and Emory University policies. The organization's constitution shall include:
 - i. An explicit statement of the purpose of the organization; and,
 - ii. A written copy of the Emory University Anti-Discrimination Clause, unless an exception to the Emory University Anti-Discrimination Clause shall be granted by the SGA Attorney General.
 2. Maintain a list of the names and academic divisions of at least ten (10) Emory University students currently part of the organization's membership, which shall be the minimum membership that any organization must maintain to receive or to retain a Student Group Charter. Each name listed must include a valid Emory Identification Number; the SGA Attorney General may only waive this requirement in the event that it is necessary for the functioning of a particular student group that its members remain anonymous. Nonetheless, if the SGA Attorney General does waive this requirement, the club must



- still provide a list of ten (10) members' Emory University Identification Numbers.
3. Maintain a president, a treasurer and at least one (1) other relevant officer, whose names and e-mail addresses shall be updated continuously in an online student organization database designated by the SGA Attorney General.
 4. Maintain a faculty advisor, as agreed upon a form provided by the SGA Attorney General, whose name, e-mail address, and department shall be updated continuously in an online student organization database designated by the SGA Attorney General.
 5. All Student Group Charters shall also meet additional requirements set by the respective Divisional Council or University-Wide Organization from where the Student Group Charter is petitioned from, as mentioned in Article 4, Section 4 of this Title below.
- B. All religious organizations, shall receive approval from the Office of Religious Life of Emory University.
- C. All honor societies, shall receive approval from the relevant department or college.

Section 4. Divisional Council and University-Wide Organization Requirements for Student Group Charters

- A. Each Divisional Council and University-Wide Organization shall develop its own chartering policy for approving Student Group Charters and are entrusted with the authority to enact further regulations and requirements, as long as they be not inconsistent to those established by law of the SGA in Section 3 of this Article, for a Student Group Charter, within their jurisdiction, and each Divisional Council and University-Wide Organization shall maintain such policy in one (1) governing document.
- B. Each Divisional Council and University-Wide Organization shall maintain a policy of approving a transfer between a Self-Generated Charter to an Allocated Charter (and vice versa) for once a Student Group Charter shall have been granted, in the same document mentioned in Clause A of this Section.
- C. Furthermore, each Divisional Council and University-Wide Organization shall ensure that the SGA Attorney General is in possession of updated versions of such chartering policy mentioned above in Clause A and B above at all times, and no chartering policy shall be of force until it shall have been received by the SGA Attorney General.



Section 5. How Obtained

- A. Any Emory University student enrolled in a recognized Division Council (“Requestor”), shall have the ability to petition for a Student Group Charter via a form, paper or electronic, provided by the SGA Attorney General, which shall state both the SGA’s and the Divisional Council’s or University-Wide Organization’s chartering policy, which shall be the same chartering policy found in the document of each Divisional Council or University-Wide Organization, as mentioned in Article 4, Section 4, Clauses A and C.
- B. Upon receiving the form, the SGA Attorney General shall determine if the conditions laid in Section 3 of this Article are met, saved for Divisional Council or University-Wide Organizational Requirements for Student Group Charter, subject to correction with the consent of the Requestor. If:
1. The Requirements in Section 3 of this Article are met, saved for Divisional Council or University-Wide Organizational Requirements for Student Group Charter, then the Requestor’s petition shall be forwarded to the Divisional Council’s or University-Wide Organization’s officer heading Student Group chartering.
 2. The SGA Attorney General denies the Requestor’s petition, the Requestor shall have the right to appeal to the SGA Governance Committee, who may overturn the decision of the Attorney General by a simple majority (50%+1) vote of the assigned Committee Members in quorum. The hearing for the Requestor’s petition shall occur within seven (7) days of when at least a quorum of the assigned Committee Member’s academic division shall be in session. The results of the Governance Committee’s decision shall read into the following Legislative Minutes.
 3. The SGA Governance Committee shall have denied the Requestor’s appeal, then the Requestor maintains the right to enter a bill into the Legislature to enact to overturn the Attorney General’s and SGA Governance Committee’s decisions.
 4. Either appeal in Clause B(1) or B(2) of this Section shall be honored, then the SGA Attorney General shall forward the Requestor’s initial petition to the Divisional Council’s or University-Wide Organization’s officer heading Student Group chartering.
- C. Starting from the time when the officer heading Student Group chartering shall have been notified, the Divisional Council or University-Wide Organization shall have fourteen (14) days to provide a decision of approving a Self-Generated Charter, approving an Allocated Charter, or denying the Requestor’s petition. If:
1. The Divisional Council or University-Wide Organization does not respond



- in fourteen (14) days, the Requestor shall notify the SGA Attorney General. At such point, the SGA Attorney General shall provide a reminder to the officer heading Student Group in the Divisional Council or University-Wide Organization, granting a three (3) day grace period.
2. The Divisional Council or University-Wide Organization fails to provide a response after the three (3) day grace period, the SGA Attorney General shall make the determination for Divisional Council or University-Wide Organization, based on the Divisional Council's or University-Wide Organization's Requirements for Student Group Charter on file with the Attorney General.
 3. The Divisional Council or University-Wide Organization or the SGA Attorney General, in pursuant to Clause C(2) of this Section, deny the Requestor's petition, the Requestor shall have the right to appeal to the SGA Governance Committee in quorum, who may overturn the decision of the Divisional Council, University-Wide Organization, or Attorney General by a two-thirds vote (2/3) vote of the assigned Committee Members. The hearing for the Requestor's petition shall occur within seven (7) days of when at least a quorum of the assigned Committee Member's academic division shall be in session. The results of the Governance Committee's decision shall read into the following Legislative Minutes.
 4. The SGA Governance Committee shall have denied the Requestor's appeal, then the Requestor maintains the right to enter a bill into the Legislature to enact to overturn the Divisional Council's, University-Wide Organization's or SGA Attorney General's and SGA Governance Committee's decisions.
 5. Either appeal in Clause C(3) or C(4) of this Section shall be honored, then the SGA Attorney General shall proceed to the next steps described below.
 6. The Requestor's petition is denied at any step in the process or the appeal is denied at any step in the appeal process, the Requestor reserves the right to apply again. If the Divisional Council, SGA Attorney General, SGA Governance Committee or SGA Legislature provides feedback about the original application, it is expected that the Requestor adjusts his/her/their petition to include that feedback.
- D. When a Requestor's petition for a Student Group Charter shall have been approved, the SGA Attorney General shall allow for the Requestor to register his/her/their Student Group in a database provided by the SGA.
- E. Upon completion of registration in the aforementioned database, the SGA Attorney General shall inform the SGA Business Manager, along with a signed document of by SGA Attorney General and SGA President granting the Student Group Charter as either Self-Generated or Allocated. If the Student Group is given a Self-



Generated Charter (or has requested a self-generated account as part of its Allocated Charter), the Student Group must bring \$25, unless otherwise stated in the Monetary Code of the SGA, to the SGA Business Manager, who will not generate a self-generated account without the aforementioned initial deposit.

Section 6. Transfer Between Self-Generated Charter and Allocated Charter

- A. A method of transferring between a Self-Generated Charter to an Allocated Charter or vice versa shall be mentioned in each Divisional Council's or University-Wide Organization's Student Group requirements for a Student Group Charter. If a chartered Student Group's petition to transfer from a Self-Generated Charter to an Allocated Charter is denied due to another reason than a specified one in the Divisional Council's or University-Wide Organization's requirements for Student Group Charters on file with the SGA Attorney General, then
1. The Student Group may appeal to the SGA Governance Committee in quorum, who may approve the transfer with a two-thirds vote (2/3) vote of the assigned Committee Members. The hearing for the Student Group's petition shall occur within seven (7) days of when at least a quorum of the assigned Committee Member's academic division shall be in session. The results of the Governance Committee's decision shall read into the following Legislative Minutes.
 2. If the SGA Governance Committee shall have denied the Student Group's appeal, then the Student Group maintains the right to enter a bill into the Legislature to enact to overturn the Divisional Council's and University-Wide Organization's and SGA Governance Committee's decisions.
- B. Once a transfer shall be approved, the Divisional Council or University-Wide Organization shall inform the SGA Attorney General who shall inform the SGA Business Manager, along with a signed document of by SGA Attorney General and SGA President granting the transfer.

Section 7. Revocation of a Student Group Charter

Any Student Group Charter issued by a Divisional Council or an University-Wide Organization may be revoked. The completion of any of the following actions shall be sufficient for revocation:

- A. The Divisional Council or University Wide Organization that issued the Charter takes whatever actions that are outlined in its rules to revoke a charter, which must include at least one hearing into the matter of the revocation, and then notify the



- SGA Attorney General in writing of its action and reasons therefore. The revocation by the Divisional Council or University Wide Organization is subject to the approval of the SGA Attorney General and SGA President. The student organization may appeal the decision in writing to the SGA Attorney General within fourteen (14) days of the action by the Divisional Council or University Wide Organization.
- B. The SGA Legislature approves a bill to revoke a Student Group Charter by majority vote.
 - C. The SGA President revokes a charter by executive action. This shall be done in consultation with the Attorney General. The Legislature may overturn this revocation by the passage of a main motion to that effect, by a majority vote of the membership of the Legislature (at least 20 votes). The student organization or the Divisional Council or University-Wide Organization that granted the charter may also demand a hearing, at which the SGA Attorney General shall preside, to contest the revocation or to demonstrate that the organization has cured whatever defect caused such revocation. The SGA President shall issue a further decision, if necessary, within fourteen (14) days of the hearing.
 - D. The Attorney General shall request that a Divisional Council revoke the charter of any organization chartered thereunder, if it is found to be in violation of SGA or University Policy or if it fails to meet any qualifications outlined above and may request that the SGA President or SGA Legislature take such action, as outlined above.

TITLE II. OFFICERS OF SUBSIDIARY BODIES

ARTICLE 1. CODE OF CONDUCT

The officers or candidate for office of any organization chartered by the SGA, be it Divisional, University Wide, or Student Group, shall adhere to the highest standards of scholastic achievement and student conduct, and shall swear or affirm an Oath to uphold the Student Constitution of Emory University.

ARTICLE 2. RE-REGISTRATION

At a period designated by the Divisional Council or University-Wide Organization, the new President of the Student Group must re-register the organization online to ensure that all officers are trained in accordance with University Policy and to ensure that the contact information for all officers and the advisor are current, regardless of whether or not all officers were retained.



The Student Government Association will examine these registrations to ensure the student organization adheres to the requirements of that registration.

The Attorney General shall notify student organizations and divisions of problems with a student organization registration and grant organizations a grace period to resolve the issue(s) depending on the severity of the issue(s). Failure to register a student organization is grounds for charter revocation under Title I, Article 4, Section 6, and Clause D of this law.

ARTICLE 3. OFFICERS' TRAINING SESSION

The President, Treasurer, and one additional officer for each organization must attend an Officers' Training Session that is held jointly by the SGA and by the Office of Student Leadership and Service. Failure to attend is grounds for revoking a charter under Title I, Article 4, Section 6, and Clause D of this law.

ARTICLE 4. MEMBERSHIP ROSTER & MAINTENANCE OF MEMBERS

Officers of all student organizations will be required to submit a membership roster that adheres to the requirements of membership rosters for new student organizations every year.

The Student Government Association will examine these rosters to ensure the student organization adheres to the membership requirements of his or her division. In the case that an organization does not comply with the membership requirements of his or her division, the Attorney General will notify the organization and the division which chartered the organization, and the organization shall be considered on probation until the next roster collection.

If the organization again lacks sufficient membership in the next roster collection, the Attorney General shall initiate proceedings to revoke that student organization's charter. Failure to submit a roster is grounds for charter revocation under Title I, Article 4, Section 6, and Clause D of this law.

TITLE III. AMENDMENTS

Amendments to the Chartering Bylaws shall be made by either a majority vote of the thirty-nine (39) member Legislature (requires at least 20 votes) or a two-thirds vote of those present, whichever is greater, at two consecutive Legislative Sessions of the same Legislature.

Starting with Bill 43sl35, revision history of the Chartering Bylaws shall be kept with the most recent Bill at the top:



Bill47s116 ; Chartering Bylaws Revisions of 2013
Bill46s153; Bill to Amend the Chartering Bylaws
Bill 43s135; Chartering Bylaws Revisions of 2009

