

# THE CODE

OF THE

Student Government Association  
of Emory University

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# THE CODE OF THE STUDENT GOVERNMENT ASSOCIATION OF EMORY UNIVERSITY

*Last Revised via Bill 47sl63*

## SCOPE

This document shall be the highest governing document after the Student Constitution of Emory University (the Constitution of the Student Government Association and hereunto the "Constitution").

## TITLE I: GENERAL PROVISIONS

### Article 1. Definitions

In this Code and all Bylaws of the Student Government Association (SGA), the following words or phrases, in both their singular and plural forms, unless explicitly altered in any governing document, mean the following:

- A. "SGA Code" or "Code of the SGA" mean this document.
- B. "Members" are the thirty nine (39) Legislators and seven (7) Justices.
- C. "Personnel" mean the SGA business managers, SGA administrative assistant, and SGA data entry assistants, and SGA work-study students.
- D. "Officers of the SGA" or "Officers" include the President, Executive Vice President, and all individuals except for Personnel and Members, unless a member performs administrative tasks within a branch, such as the Member who serves as the Speaker of the Legislature or Chief Justice of the SGA.
- E. "Members of the Cabinet" refers to the following: Vice President for Communication, Vice President for Finance, Attorney General, Vice President for Programming, and Vice President for Alumni Relations. See Article V, Section 3 of the Student Constitution.
- F. "Executive Board Officers" refers to the Members of the Cabinet, the Chief of Staff, Vice President for Graduate Affairs, Associate Vice President for Alumni Relations, and all other others that the President or the Legislature may deem appropriate.
- G. "Members of the SGA" include all individuals of the SGA except for Personnel.
- H. "Executive Agencies" mean the Student Programming Council (SPC); Graduate Student Government Association (GSGA); Media Council (formerly the Publications Council); Club Sports.
- I. "Non-Departmental Body" (NDB) include the established bodies of the Residence Hall Association (RHA) (formerly "The Men's Residence Hall Government" and "The Women's Hall Association"), which is directly within the SGA, within the Executive Branch, independent from the President; the Interfraternity Council (IFC) and PanHellenic Council (formerly "Intersoriotiy Council"), which are under the supervision of the College Council.
- J. "Divisional Council" means the eleven (11) established governing bodies for respective constituencies, as defined in Article IX of the Constitution. See Title X of the SGA Code.
- K. "Graduate Assemblies" mean the graduate school's Divisional Councils.
- L. "Establishments" mean Executive Agencies and Divisional Councils and do not include the establishments of the NDB.
- M. "University-Wide Organizations" mean chartered Student Groups under the SGA, which as of the 2013-2014 school year includes only the Outdoor Emory Organization (OEO), and Student Groups chartered by Executive Agencies.

- N. "Governing Body" means the SGA, a Divisional Council, the GSGA, or the RHA.
- O. "Establishment Bylaws" mean the Constitutions of Divisional Councils, Executive Agencies, and NDB.

## **Article 2. Acts & Formalities of Enactment**

### Section 1. Enacting Clause:

The enacting clause of all Acts of the Legislature shall be in the following form:  
"Therefore, be it enacted by the [number of Academic Years starting from 1967-1968] Student Legislature of Emory University..."

### Section 2. Promulgation of Law:

- A. Pursuant to Article VIII, Section 2, Clause I the Constitution, the President of the SGA ("President") has thirteen (13) days to approve or veto a bill of the Student Legislature after he or she has received it from the Student Legislature ("Legislature").
- B. Upon his/her approval or having been returned by him/her with his/her objections to the Legislature, it should also be sent to the Secretary of the SGA ("Secretary") by the President.
- C. Whenever the President rejects a bill, he/she shall send it to the Speaker of the Legislature, Vice President for Communications, and Secretary of the SGA.
- D. After a bill has been vetoed, a resolution to override the veto of the respective bill may be entered into the Legislature, according to its Rules, which shall require at least two-thirds ( $\frac{2}{3}$ ) of the Membership of the Legislature (requires at least 26 votes), pursuant to Article IV, Section 3 (H) of the Constitution, to pass affirmatively.

## **Article 3. Resolutions & Formalities of Resolving**

### Section 1. Resolving Clause:

The resolving clause of all Resolutions of the Legislature shall be in the following form:  
"Therefore, be it resolved by the [number of Academic Years starting from 1967-1968] Student Legislature of Emory University..."

### Section 2. Reasons and Procedures for Resolutions:

- A. A resolution may be entered into the Legislature when:
  - 1. A matter that does not require the President's approval (therefore not codifying or a deciding law), including but not limited to amending the Rules of the Legislature or legislative committees rules, expressing its opinion as a body (such as no confidence in any individual or group), or approving the Rules of Procedure of the Constitutional Council; calling for a referendum to amend the Student Constitution; etc.; or,
  - 2. The Constitution solely empowers the Legislature to decide a matter, including but not limited to, impeaching, removing, or expelling a member, officer, or personnel of the SGA or its establishments; overriding a veto of the President, etc.
- B. The Legislature will send the President a copy of all passed resolutions, in

accordance to Section 2(A)(1) of this Article, as if they were bills, according to Article 2, Section 2 of this Title, providing a section for his/her support.

1. If the resolution is supported by the President, then it shall be considered the opinion of the SGA, until a new individual shall have assumed office of the President or until when at least a majority of the Legislature (at least 20 Members) shall be different from those Legislators who voted affirmatively for the Resolution.
2. If the resolution is not supported by the President, it will be considered an opinion of the Student Legislature.

### Section 3. Amendments to the Constitution and other Referendums

- A. The Board of Elections shall oversee all bills or resolutions from the Legislature or, petitions calling for a referendum(s) only when received from the President, pursuant to Article X (H) of the Constitution.
- B. The Board of Elections shall certify the appropriate vote, denoting whether or not the respective item(s) passed before the Student Body. The Secretary shall take care of the an authentic copy of the results.
- C. For amendments to the Constitution, the Secretary will then report the results to the University Senate and will send a letter and a resolution to the University Senate seeking its approval. If the University Senate does not approve an Amendment to the Constitution, then it does not pass, pursuant to Article X of the Constitution.
- D. The Chairperson of the Board of Elections and Secretary will inform the President, Vice President for Communications, Members and Officers of the Legislature, Justices of the Constitutional Council and Heads of Establishments accordingly, and publicize additionally according to the Code of Elections.

## **Article 4. Code of the SGA and Supplements**

### Section 1. Publication

- A. All bylaws/codes, rules, and orders shall be published on a public SGA website on a platform managed by the Vice President for Communications.
- B. An up-to-date copy of the Constitution, this Code, Regulations of the Judiciary, and any other bylaw at the pleasure of the President, Attorney General, the Legislature, or the Constitutional Council shall be permanently published on Community or any other database later decided by the Attorney General and President.
- C. The Secretary will maintain this Code and all other governing documents of the SGA.

### Section 2. Copies to the Legislature and Constitutional Council

At the beginning of each new Legislature, before its sixth legislative session/day, the Secretary will deliver to each member and officer of the Legislature and Constitutional Council an updated and printed copy of the Constitution, this Code, and all other standing bylaws/codes/rules/orders.

## TITLE II: THE STUDENT LEGISLATURE

### Article 1. Membership and Applicability of Attendance Policy

#### Section 1. Representatives-At-Large

- A. Pursuant to the Constitution, there are four (4) Representatives-At-Large, which are elected by the entire Student Body.
- B. All Representatives-at-Large shall be subject to the Legislative attendance policy including policies of attendance for meetings of the Legislature, committees and office hours.

#### Section 2. Divisional Representatives, Permanent and Rotational Basis

- A. There are thirty-five (35) Divisional Representatives, which are appropriated by the Legislature or one of its committees on an annual basis, based upon the number of students within each Divisional Council's jurisdiction.
- B. Each Divisional Council shall determine each Divisional Representative's respective constituency and basis, pursuant to the following guidelines:
  1. Each Divisional Council shall assign persons to act as Divisional Representatives to ensure representation for those seats and only those seats allocated by the Legislature under the Apportionment of the Student Legislature Bylaw.
  2. Each Divisional Council shall designate whether it wishes to select Permanent Divisional Representatives or Rotational Divisional Representatives, and whether these representatives shall be assigned as representatives of its entire division or as representatives of individual academic classes. These designations shall be noted in the Apportionment of the Student Legislature Bylaw. Divisions allocated eight or more seats in the Legislature shall be required to designate Permanent Divisional Representatives.
    - i. Permanent Divisional Representatives shall be elected by the entire division, or the entirety of the appropriate academic class, if class representation is designated, unless the division is apportioned three or fewer seats in the Legislature, in which case the Head of the Divisional Council may designate Permanent Representatives by appointment. The Divisional Council shall designate a number of Permanent Divisional Representatives equal to the number of seats allocated by the Legislature. The term of all Permanent Divisional Representatives shall correspond as closely as possible to that of the President's.
    - ii. Rotational Divisional Representatives shall be elected by the entire division or appointed by the Head of the Divisional Council, according to procedures to be outlined by each individual Divisional Council. The Divisional Council shall designate a number of Rotational Divisional Representatives no less than the number of seats allocated by the Legislature but no more than three times this number of seats. At meetings of the Legislature, any of these Rotational Divisional Representatives may serve as voting Divisional Representatives, so long as no more than a number equal to the seats allocated by the Legislature do so at

any one time. The Divisional Council shall designate a number of representatives sufficient to ensure consistent, high levels of representation from the Division. Each Divisional Council represented by Rotational Divisional Representatives may draft additional attendance or other policies as seen fit to ensure consistent, high levels of representation from the Division.

3. If a Divisional Council shall have failed to assign such designation, then the Student Legislature shall act on behalf of the Divisional Council. The Student Legislature shall then inform the President and Attorney General. The Attorney General shall then issue a writ (or notice) of election to the Board of Election, if necessary.

## **Article 2. Vacancies**

### Section 1. In General

- A. The SGA shall consider legislative seats that do not have a designated occupant after elections for that seat have been held vacant. This notice shall have been received by the Speaker and Clerk of the Legislature from the Board of Elections.
- B. The SGA shall consider legislative seats forfeited due to failure of the representative to meet eligibility requirements due to changes in his/her enrollment status, resignation, study abroad, graduation, or similar circumstances that render the respective legislator incapable of executing his/her duties or responsibilities vacant.
- C. In the case of ambiguous circumstances, a student may write a resolution to declare the seat vacant. Such resolution shall be treated as a motion to remove/expel.

### Section 2. Filling a Vacant Divisional Representative Seat

- A. A vacant seat of a Divisional Representative shall be filled by appointment.
- B. Only a student from the division to which the vacant seat was apportioned may fill that seat.
  1. The student may not currently hold any position in the Student Government Association. A student may relinquish a position in the Student Government Association to assume the vacant seat.
  2. The student must fulfill all the eligibility requirements to serve in the SGA established in the Constitution.
- C. The first obligation to fill the legislative seat by appointment falls to the president of the division to which that seat was apportioned.
- D. The Speaker of the Legislature shall notify the divisional president in writing of the vacant seat as soon as he or she becomes aware of the matter.
- E. If after such notice, three legislative sessions pass with the seat remaining vacant, without notice to the contrary the Speaker of the Legislature shall assume that the divisional president has forfeited the right to fill the vacancy by appointment. If the divisional president shall have failed to communicate with the Speaker of the Legislature, he/she may refer the divisional president to the Governance Committee for disciplinary hearing. The divisional president may also forfeit the right to fill the vacancy in writing to the Speaker of the Legislature.
- F. If the divisional president forfeits the right to fill the vacancy, the obligation to fill the legislative seat by appointment falls to the President.

- G. If three legislative sessions pass without the President filling the seat, the Speaker of the Legislature may refer the matter to the Governance Committee for a disciplinary hearing.

### Section 3. Filling a Vacant Representative-At-Large Seat

- A. A vacant seat of a Representative-at-Large shall be filled by appointment.
- B. A student from any division of the university may fill a vacant legislative seat of a Representative at Large.
  - 1. The student may not currently hold any position in the Student Government Association. The student may relinquish a position in the Student Government Association to assume the vacant seat.
  - 2. The student must fulfill all the eligibility requirements to serve in the Student Government Association established in the Elections Code of the Student Government Association.
- C. The obligation to fill the legislative seat of a Representative-at-Large by appointment falls to the President.
- D. The Speaker of the Legislature shall notify the President in writing of the vacant seat as soon as he or she becomes aware of the matter.
- E. If three legislative sessions pass without the President filling the legislative seat by appointment, the Speaker of the Legislature may refer the matter to the Governance Committee of the Student Government Association for a disciplinary hearing.

### **Article 3. Meeting Place**

- A. The Legislature will meet at the Seat of the University for its meetings.
- B. The President or Speaker of the Legislature may change the location of the meetings of the Student Legislature for reasons for expected turnout of students, safety concerns, room unavailability, or any other reasonable reason. Such action shall be communicated to the Members and Officers of the Legislature.

### **Article 4. Requirements of Rules**

The Student Legislature maintains the power to establish its own rules and procedure. Nonetheless, these rules shall contain meeting place, expectation of conduct of all members, officers, and personnel of the SGA and all other student leaders, and formalities of legislatively subpoenaing any student or personnel.

## **TITLE III: THE PRESIDENT AND EXECUTIVE BRANCH**

The President, Executive Vice President, Members of the Cabinet, and all other individuals within the Executive Branch shall fulfill all responsibilities outlined in the SGA Constitution, this Code and all other Bylaws.

### **Article 1. The President of the SGA**

#### Section 1. Additional Responsibilities

- A. Report the activities of the University Senate to the Student Legislature on a regular basis.



- B. Appoint individuals to all university committee, upon the request of University officials.
- C. Meet regularly with relevant University officials, including but not limited to, the President, the Provost, Dean for Campus Life, and Secretary.
- D. Preside and organize regular meetings of all Heads of Establishments and oversee all activities of each respective Establishment.

#### Section 2. Chief of Staff to the President

- A. The President is authorized to appoint one (1) Chief of Staff, by and with the advice and consent of the Legislature (See Article VIII, Section 2, Clause E of the Student Constitution). The President may appoint additional chiefs of staff but only after receiving approval from the Legislature via resolution.
- B. The Chief of Staff's responsibilities shall be determined by the President, as long as they do not conflict with or alter the responsibilities of any Member of the SGA prescribed within the Constitution or this Code.

#### Section 2. Executive Assistants

- A. The President is authorized to appoint up to four (4) individuals to help carry out the duties and functions of the office of the President.
- B. The President may delegate executive assistants to Members of the Cabinet.
- C. The President may determine the title of each Executive Assistant, as long as such title is representative of the duties of the respective Executive Assistant.
- D. The appointing, delegating, and titling of all executive assistants shall be reported to the Legislature.

#### **Article 2. The Executive Vice President of the SGA** (formerly "Vice President of the SGA")

- A. The Executive Vice President shall serve on the University Senate as an active member.
- B. The Executive Vice President may choose one (1) individual to serve as his or her Executive Assistant. Such appointment shall be reported to the President and Legislature.

#### **Article 3. The Vice President for Communications of the SGA** (formerly "Secretary of the SGA")

- A. Coordinate all public relations materials and publicity for the Student Government Association and act as the official spokesperson for the Executive Branch.
- B. Coordinate efforts to create the all-student electronic newsletter on a monthly basis by reaching out to all ends of campus in an attempt to include any and all events and announcements for Emory students. Permission for the newsletter has been granted by the Senior Vice President and Dean of Campus Life of Emory University.
- C. Serve a two-year term, the first of which as Associate Vice President for Communications.
- D. Supervise an Associate Vice President for Communications, who is appointed by the President, in consultation with the Vice President Communications.

#### **Article 4. The Vice President for Finance of the SGA** (formerly "Treasurer of the SGA")

##### Section 1. Additional Responsibilities

- A. Assume the responsibility for auditing the books of student organizations throughout the year.
- B. Supervise and work with the SGA Business Manager to ensure fiscal responsibility of student groups and maintain financial records.
- C. Compile and submit reports as requested by the administration of Emory University or by the Legislature.
- D. Serve as an ex-officio member of the budgetary committee of any Establishment or organization chartered under the SGA.
- E. Assume responsibility for following up appropriations to student organizations in order to ensure financial responsibility and work with the SGA Business Manager in transferring such money to appropriate organization's accounts.
- F. Once a semester, coordinate and conduct a treasurer's workshop for all chartered student organizations.
- G. Edit and maintain an accurate Treasurer's Handbook.

#### Section 2. Assistant Treasurer

- A. The Vice President for Finance, in consultation with the President, may appoint one (1) Assistant Treasurer. Such appointment shall be reported to the Legislature.
- B. The responsibilities of the Assistant Treasurer shall be in the Finance Committee Bylaws.

#### Section 3. The Business Offices

- A. The SGA hereby forms two (2) Business Office, one to be located at the Seat of the University (Atlanta Campus) and the other at the University's Oxford Campus.
- B. Each Business Office shall be headed by a Business Manager, who shall report and work under the direction of the President and the Vice President for Finance. The Business Manager for the Oxford Campus shall receive further direction from the Oxford SGA's regulations, as long as they are not inconsistent with this Code, the Finance Code of the SGA, and the President's or Vice President for Finance's direction.
- C. Each Business Manager shall be hired by the Division of Campus Life of Emory University, in consultation with the President and Vice President for Finance.
- D. The hiring of each Business Manager and further individuals within the Business Office shall be made in accordance to the SGA's Personnel Policy, as prescribed in Title VI of this Code.
- E. The Business Manager for the Atlanta Campus:
  - 1. Shall be a full-time personnel of the SGA and shall be paid from the Student Activity Fee (SAF).
  - 2. May hire administrative assistants and/or work study students, as he or she deems necessary, in consultation with the President and Vice President for Finance. Such individuals shall be supervised by the SGA Business Manager and their duties assigned by the same individual.
- F. The Business Manager for the Oxford Campus:
  - 1. Shall be a part-time personnel of the SGA and is paid by the University, using non-SAF monies.
  - 2. Shall report his/her working to the President and Vice President for

Finance upon their request.

- G. Further role and responsibilities of the Business Offices shall be prescribed in the SGA Finance Code.

#### **Article 4. The Attorney General of the SGA**

- A. The Attorney General shall ensure all branches of the SGA are adhering to the Constitution and bylaws of the SGA.
- B. May determine appropriate punishments for various individuals of Executive Agency, Divisional Councils, or Student Groups, in consultation with the President.
- C. Shall report to the Legislature every semester the status of chartered Establishments and Student Groups.
- D. Shall attend the Judicial Conference of the SGA, as prescribed in the Regulations of the Judiciary.

#### **Article 5. The Vice President for Programming of the SGA**

- A. Raise concerns related to the programming and social needs of the student body before the SGA.
- B. Serve as the Head of the Student Programming Council (SPC).
- C. Report on the work and programming of the SPC to the President and Legislature.
- D. Attend all respective meetings called by the President.
- E. Attend all meetings of the Student Legislature.

#### **Article 6. The Vice President for Alumni Relations of the SGA**

##### Section 1. Additional Responsibilities

- A. Supervise an Associate Vice President for Alumni Relations, who is appointed by the President, in consultation with the Vice President for Alumni Relations.
- B. Oversee and coordinate, in conjunction with the Alumni and Career Centers, to ensure that the SGA Alumni Mentoring Program and SGA Graduate-Undergraduate Student Mentoring Programs stand as lasting institutions in SGA.
- C. Maintain relations with former SGA officers and members who have graduated from Emory University.
- D. Attend all meetings of the Emory University Alumni Board of the Emory Alumni Association (EAA). The EAA has agreed to make the Vice President for Alumni Relations a voting member.
- E. Serve on an Emory University Alumni Board committee.

##### Section 2. The Associate Vice President for Alumni Relations of the SGA

- A. The Associate Vice President for Alumni Relations shall work under the leadership and direction of the President and Vice President for Alumni Relations.
- B. Shall serve on the Student Alumni Board.

#### **Article 7. The Vice President for Graduate Affairs of the SGA**

There is a Vice President for Graduate Affairs who shall:

- A. Be elected for one (1) academic year by all graduate and professional students of Emory University.
- B. Be a graduate student with at least a cumulative grade point average (GPA) to graduate from his or her school of enrollment.
- C. Advise the President about the needs and concerns of graduate and professional students
- D. Raise concerns on behalf of the graduate and professional school communities before the SGA.
- E. Be the Head of the Graduate Student Government Association (GSGA), as established in the Establishment Bylaw of the GSGA.
- F. Attend all respective meetings called by the President.

#### **TITLE IV: EXECUTIVE AGENCIES**

All executive agencies are established underneath the President of the SGA and shall be headed by a vice president of the SGA or a head of the establishment who shall serve as the president of executive agency. Unless where the Student Constitution, this Code, or other bylaws of the SGA shall explicitly provide, these executive agencies are independent from the President of the SGA. The Chartering Bylaws of the SGA may refer to these entities using different terminology.

##### **Article 1. Establishments**

- A. There is established the Media Council.
- B. There is established the Student Programming Council (meant to fulfill the mandates of Article VIII, Section 7, Clause C of the Student Constitution), which shall be headed by the Vice President for Programming of the SGA.
- C. There is established the Residence Hall Association.
- D. There is established the Graduate SGA, which shall be headed by the Vice President for Graduate Affairs of the SGA.
- E. There is established the Club Sports, which is operating on a compact between the SGA and the Woodruff Physical Education Center.

##### **Article 2. Governance and Further Powers**

- A. The establishment bylaw ("constitution") of each executive agency will be the chief governing document of each executive agency after the Student Constitution, this Code, and all other bylaws of the SGA.
- B. Each agency has the power to establish regulations to enforce the provisions of its establishment bylaw and purpose to govern its respective constituency.
- C. Individuals in executive agencies may be removed by its own proceedings or the Student Legislature, except for the Vice President for Programming, the Vice President for Graduate Affairs, the Vice President of the SPC who can only be removed by the Student Legislature because they are officers of the Executive Branch. All other individuals serving in them may be removed by its own proceedings, the Student Legislature, or the Constitutional Council, whichever is appropriate.

#### **TITLE V: THE JUDICIARY**

The Constitutional Council and all lower judicial entities are under the regulations of bylaws of the SGA, when not inconsistent with this Code. As many applicable bylaws shall be prescribed

in the Regulations of the Judiciary.

## **TITLE VI: PERSONNEL POLICY**

The Student Government Association of Emory University is an equal opportunity employer. All employment decisions shall be made without regard to sex, race, national origin, marital status, or sexual preference in the hiring and employment of staff.

## **TITLE VII: THE SECRETARY OF THE SGA AND RECORDS**

The Secretary of the SGA ("Secretary") is an officer of the SGA who is made an officer and member of each branch of the SGA and serves at pleasure the Legislature or the President, Speaker of the Legislature, and the Chief Justice of the SGA, in unanimous concurrence. In addition to fulfilling the duties in the Constitution, the Secretary shall:

- A. Stay in communications with the University Archivist at the Manuscript, Archives, and Rare Book Library (MARBL).
- B. Be directed to compile and archive the record of the entire organization, including but not limited to Legislative, Executive and Judicial minutes, SGA bylaws, rulings of the Constitutional Council and Elections Board, elections certifications, reports to the Board of Trustees, and any relevant material of establishment into official record with the University Archivist at MARBL.
- C. Collect other relevant documents, emails or other information of the SGA (i.e. Presidential Communications) and its establishments on a yearly basis and ensure their archiving.
- D. Set standard of materials to be entered into official record at MARBL, with the President, Speaker, Chief Justice, Attorney General, and standing committee chairs each maintaining discretion to request additional material entered into record, unless determined otherwise by law of the Student Legislature.
- E. Keep duplicate copies of any of these record, which he/she shall deem to be extremely important or be determined by Acts of the Legislature or the President, Speaker of the Legislature, Chief Justice of the SGA, Attorney General, Vice President for Finance, or Business Managers.
- F. Decide the transition date of the SGA, in consultation with the President, Speaker of the Legislature, Chief Justice of the SGA, and Chair of the Board of Elections.

## **TITLE VIII: TRANSITIONING**

Pursuant to the Constitution, only the Chief Justice of SGA may Affirm in a President-Elect to begin his/her term as President, therefore, transitioning the Student Legislature and the SGA. The following is the proper and binding processes.

- A. The date of transition shall be decided by the Secretary, who shall inform the Chief Justice and all other officers, members, and personnel of the SGA.
- B. The Chief Justice:
  1. May only transition the SGA after the end of the last legislative session of the Legislature and only after all election-related disputes for the office of the President have been settled, either by the Board of Elections or the Constitutional Council. The Constitutional Council may authorize a dispensation to this Clause, under extenuating circumstance. Such dispensation shall be

- announced to the Legislature, the incumbent President and Executive Vice President, and Members of the Cabinet.
2. Shall call the Members and Members-Elect of the incoming Legislature into session.
  3. Shall, given that content of the following is true, state: "On behalf of the Constitutional Council, after consulting with the Secretary of the SGA and the Clerk of the Council, I hereby formally inform the exiting Members of the Legislature and the Student Body that the Constitutional Council has no dispute relating to the election of Office of the President of the SGA. Therefore, I will hereby transition the SGA into its next operating year."
  4. Shall then administer the Affirmation of Office to the President-Elect, as prescribed in the Constitution (See Article VII, Section 2, Clause A (3)).
  5. Shall then administer the Affirmation of Office to the Executive Vice President-Elect, prescribed in Title IX (B) below, if there are no disputes relating to the election of this Office. If there are elections disputes still pending for this office, then the Chief Justice will announce that there is no Executive Vice President-elect yet.
  6. Shall then affirm in all new Members of the Legislature, which is the same as the Executive Vice President (see Title IX (B) below).
- C. Shall collect the roster of the Members of the Legislature past and now-new Members and either announce the Ranking Member of the Student Legislature or calling for the election of the Ranking Member, when more than one (1) Member of the Legislature qualifies (See Article IV, Section 2, Clause D of the Student Constitution).
- D. Then the Chief Justice shall hold the election of the Speaker of the Legislature, according to the Rules of the Legislature. Such election shall be held as closely as possible after the new President shall have been sworn/affirmed into office.

### **TITLE IX: AFFIRMATIONS OF OFFICE**

Every member of office shall, before he or she proceeds to execute the duties of his/her office, take an Affirmation of Office.

- A. The Affirmation of Office for the President is prescribed in Article VII, Section 2, Clause A(3) of the Student Constitution. The Affirmation of Office for the Justices of the Constitutional Council shall be prescribed in the Regulations of the Judiciary.
- B. The Affirmation of Office for the Executive Vice President, all other Executive, Legislative or Judicial position of the SGA (except for Justices of the Constitutional Council, See Regulations of the Judiciary) and Establishments of the SGA shall be the following:

*I, [FULL NAME], affirm that I will support and defend the Student Constitution of Emory University and shall, to the best of my ability, fulfill the duties and responsibilities of the office that I am about to enter and shall act in such a manner as to uphold the honor of this office.*

- C. Any enrolled student or alumnus/alumna of Emory University who is not a staff member of Emory University, is authorized to administer the Affirmation of Office to any incoming member of the SGA, except for when an individual shall be taking on the Office of the President, in which case only Members of the Cabinet, the Speaker of the Legislature, the Ranking Member of the Legislature, Justices of the Constitutional Council, or Heads of Divisional Councils shall be able to administer the Affirmation. When a student or alumnus/alumna of Emory University who is not a staff member of Emory University,

who is not a Member of the SGA shall administer the Affirmation of Office, there shall be at least fifteen (15) witnesses who are students of Emory University and shall produce a video and audio recording of the same, which shall be then sent to the Speaker of the Legislature, Chief Justice, Attorney General, and Emory news outlets.

## **TITLE X: DIVISIONAL COUNCILS**

Pursuant to Article IV, Section 3, Clause E and Article IX, Section 1 of the Student Constitution, the Student Legislature may establish Divisional Councils to help govern the student body. All Divisional Councils are established underneath the SGA.

### **Article 1. Establishments**

- A. There shall be one (1) divisional council that will help govern the students of the School of Theology, called the Candler Coordinating Council.
- B. There shall be one (1) divisional council that will help govern the students of the College of Arts and Science, called the College Council.
- C. There shall be one (1) divisional council that will help govern the students of Oxford College, called the Student Government Association of Oxford College.
- D. There shall be two (2) divisional councils that will help govern the students of the Nursing School, divided by career path. The Emory Student Nurses Association will help govern the students pursuing undergraduate degrees. The Graduate Nursing Council will help govern the student pursuing graduate degrees.
- E. There shall be one (1) divisional council that will help govern the students of the Medical School, including the undergraduate and graduate students in the Allied Health programs, called the Medical School Senate.
- F. There shall be one (1) divisional council that will help govern the students of the School of Public Health, called the Rollins Student Government Association.
- G. There shall be two (2) divisional councils, divided by career path, that will help govern the students of the Business School. The Undergraduate Business School Council will help govern the students pursuing undergraduate degrees. The Graduate Business Association will help govern the student pursuing graduate degrees.
- H. There shall be one (1) divisional council that will help govern the students of the School of Law, called the Student Bar Association.

### **Article 2. Governance and Further Powers**

- A. Divisional Councils are administrative entities established by the Student Legislature and underneath the SGA and hold the power as prescribed in Article IX, Section 1 of the Student Constitution.
- B. The establishment bylaw ("constitution") of each divisional council will be the chief governing document of each Divisional Council after the Student Constitution, this Code, and all other bylaws of the SGA.
- C. Divisional Councils receive the power to enact further regulations to enforce the Student Constitution and all other bylaws of the SGA.
- D. All Divisional Councils are established underneath the SGA and individuals serving in them may be removed by its own proceedings, the Student Legislature, or the Constitutional Council, whichever is appropriate.

## TITLE XI: EMERGENCY APPOINTMENTS

Officers and Members of the executive and judicial branches execute functions vital to the operations of the Student Government Association. In the case of a vacancy, the President may fill vacant positions in the executive or judicial branch:

### Article 1. Definition of a Vacant Position

- A. The Student Government Association shall consider positions in which an office was not filled after its election vacant.
- B. The Student Government Association shall consider positions in which a nominee was not confirmed vacant.
- C. The Student Government Association shall consider positions from which the occupant was formally removed by procedures of the Student Government Association vacant.
- D. The Student Government Association shall consider positions forfeited due to failure of the occupant to meet eligibility requirements due to: resignation, graduation, or similar circumstances that render the individual incapable of executing his or her duties or responsibilities vacant. For all other reasons, such as studying abroad, individuals in the executive branch may either be removed by the President or impeached by the Legislature, and individuals in the judicial branch may only be impeached.

### Article 2. Emergency Appointment Proceedings

- A. The President may temporarily fill a vacant executive or judicial position by emergency appointment. The appointed individual shall take the Affirmation of Office before taking on the duties of the office he or she is being appointed (See Title IX of this Code).
- B. An emergency appointment must fulfill all the requirements of the office, and may not hold a position outside the respective branch of the Student Government Association that he or she is being appointed to at the time he or she accepts the emergency appointment or exercises powers in that capacity.
- C. Notice of the emergency appointment must be distributed to all Members of the Student Legislature and Cabinet to be considered in effect.
- D. The President must have an appointment bill for the position drafted and submitted to the Speaker of the Legislature prior to the next regularly scheduled legislative session.
- E. Should the President's appointee fail before the Legislature, the emergency appointment may continue to exercise the powers allowed in section three of this article. However, the President shall be expected to submit another appointment bill prior to the next legislative session until a nominee is confirmed.
- F. Once the Legislature confirms a new nominee for the office, the emergency appointment falls to the ground and the confirmed nominee shall be sworn in and assume all powers and obligations of the position in question.
- G. If at any time the President fails to submit a bill to the Speaker prior to the next regularly scheduled legislative session, the emergency appointment shall no longer be considered valid and the President may not institute another emergency appointment into that position.

### Article 3. Powers of Emergency Appointees

- A. Emergency appointees may execute all powers as if they were confirmed into the position until such time that the vacancy may be filled by formal confirmation proceedings.



- B. Emergency appointees are governed by and expected to uphold all rules and regulations of the Student Government Association.
- C. Emergency appointees shall be held accountable by the Student Government Association for any violations of Student Government Association or Emory University policies that they commit in their service.

## **TITLE XII: UNIVERSITY SENATORS**

Article V of the University Bylaws of Emory University, enacted by the Board of Trustees, puts the President of the SGA on the Executive Committee of the University Senate and Article II, Section 1, Category B of the University Senate Bylaws of Emory University, also approved by the Board of Trustees, allocates to the SGA three (3) seats for the full Senate.

University Senate Bylaws make the term for each SGA University Senator a length of one (1) year and are “eligible for not more than two [(2)] succeeding terms.” Furthermore, all SGA University Senators “shall be chosen from and by those full-time students in good standing in the division or school from which representation is authorized” (Article II, Section 2 of University Senate Bylaws of Emory University).

- A. Pursuant to the University Bylaws, the President of the SGA is a part of the University Senate and its Executive Committee.
- B. The Executive Vice President of the SGA shall fill the first seat. In the event of a term limit set by the University Senate Bylaws or any other form of disability, the Speaker of the Legislature shall fill this seat.
- C. Two (2) of the three (3) University Senators of the SGA shall be elected from and by the Student Body of Emory University. All candidates for the University Senate shall be “full-time students in good standing in the division or school from which representation is authorized” (Article II, Section 2 of University Senate Bylaws of Emory University). Once elected only the University Senate may remove these University Senators (See University Senate Bylaws of Emory University, especially Article IV, Section 4).
- D. The President, by and with the advice and consent of the Student Legislature, shall appoint any vacant seats after annual Spring elections from amongst the “full-time students in good standing in the division or school from which representation is authorized” (Article II, Section 2 of University Senate Bylaws of Emory University). Once appointed only the University Senate may remove these University Senators (See University Senate Bylaws of Emory University, especially Article IV, Section 4).

## **TITLE XIII: JOINT COMMITTEES**

From time to time, the Student Legislature may by law form committees, composed of individuals from the Legislative, Executive (including Executive Agencies), or Judicial Branch; Divisional Councils; or Student Groups. The following shall be the method governing their promulgation and general governance.

### **Article 1. Standing Joint Committees**

- A. Each established standing joint committee shall, in its bylaws (as decided by law of the Student Legislature), determine the number of seats and the amount allocated to whom and other parameters necessary to clarify executive and legislative authority over the committee.
  - 1. The Speaker of the Legislature shall assign membership to each standing joint

standing committee, from amongst the Student Legislature, with some deference granted to the preferences of the various committee Chairpersons. These assignments shall not require a bill or legislative approval, and may be adjusted when necessary during the course of the legislative term. Committee Chairpersons may designate additional members of their committee from among the student body in accordance with committee bylaws.

2. Laws shall decide the other membership of the of the Committee.
- B. Only members of a particular committee may be allowed to vote at meetings of said committee.
- C. Members present at any committee meeting that does not meet the requirements for quorum as set in the committee bylaws may conduct business but not hold an official vote on any legislation. The committee may take an informal vote and communicate the results thereof to the Legislature
- D. Meetings of all standing joint committees shall be conducted in accordance with established SGA guidelines, *Robert's Rules of Order Revised 10th Edition*, and general parliamentary law.
- E. May consider bills or resolutions to be voted on by the Student Legislature, as if it were a Standing Committee of the Student Legislature, as the Legislature may decide in its Rules.

### **Article 2. Ad Hoc Joint Committees**

- A. Each established ad hoc joint committee shall be established by law of the Student Legislature and may have bylaws governing its procedures and other parameters. If the Student Legislature does not decide otherwise, ad hoc joint committees shall exist for two (2) calendar years.
- B. The President shall decide the membership of each ad hoc joint committee.
- C. Only members of a particular committee may be allowed to vote at meetings of said committee.
- D. Quorum of each ad hoc joint committee, shall be defined as two-thirds ( $\frac{2}{3}$ ) of its appointed Members, unless otherwise decided by the Student Legislature. Members present at any committee meeting that does not meet the requirements for quorum may conduct business but not hold an official vote on any legislation. The committee may take an informal vote and communicate the results thereof to the Student Legislature
- E. Meetings of all ad hoc committees shall be conducted in accordance with established SGA guidelines, *Robert's Rules of Order Revised 10th Edition*, and general parliamentary law.
- F. May not consider bills or resolutions to be voted on by the Student Legislature.

### **Article 3. All Joint Committees**

- A. The Chairperson of each joint committee shall:
  1. Hold regular meetings of the committee.
  2. Call special meetings with two-day notice.
  3. Appoint and remove members of subcommittees, including the Chairperson of the subcommittee. The committee Chairperson has sole discretion to make such appointments.
  4. Keep the President of the SGA and Speaker of the Legislature informed of pertinent discussions in committee meetings.
  5. Vote only when his or her vote shall impact the outcome of the committee's recommendation on a bill or resolution.

6. Write a report at the end of each semester to cover the committee's activities throughout the session, committee operational techniques, and suggestions for the future.
- B. Each joint committee may establish and abolish subcommittees when necessary.

#### **TITLE XIV: PROPERTIES**

- A. All property bought using the SAF is property of the SGA and under the absolute discretion of the Student Legislature.
- B. Divisional Councils and Executive Agencies shall maintain and take care such properties, under the further regulations of the Finance Code.
- C. All property bought from the Fee Interest Contingency (FIC) Account and SAF reserved by the SGA, including the contingency and allocated accounts, for its direct disposable shall be maintained by the President and/or Members of the Cabinet, as the President shall may so determine later by order, except for properties purchased for the Student Legislature and Constitutional Council which shall be maintained in a manner determined by each branch in their rules.
- D. Further governance shall be prescribed in the SGA Finance Code.

#### **TITLE XV: ACRONYM AND LOGO**

- A. The acronym "SGA" may be used to represent the full name of the Student Government Association of Emory University. When the acronym "SGA" may also be used to mean a or the "student government association."
- B. The sole logo of the SGA shall be a hexagon in the official gold color of Emory University, with the letters "S," "G," "A" written within the hexagon and each letter touch the top three (3) sides, respectively. "EMORY" shall appear in all capitalized letters right beneath the hexagon and shall refer to Emory University. The letters be in the official blue color of Emory University. The logo was created in consultation with Emory Brand Council during the 2009-2010 school year and has been effective since the 2010-2011 school year.
- C. The logo is copyrighted by Emory University.
  1. Each Member of the SGA is allowed to use the logo for official business, but shall indicate the scope of the representation to each individual's authority.
  2. In the interest of upholding free speech, it may be used by any Emory University student without permission of the SGA.
- D. The Vice President for Communications shall take care the logo and may enact regulations in order to uphold this Title.

#### **TITLE XVI: THE LAWS**

- A. Immediately after the Student Constitution and this Code, there shall be a law called the "List and Precedence of the SGA Governing Documents and Constitutions of University-Wide Organizations" which shall consist of the Rules of the Legislature and Rules of the Constitutional Council and all bylaws required by Title XVI (B) below.
  1. This document may be revised by the Secretary as resolved by of the Legislature or ordered by the Constitutional Council for their own Rules, when limited to the rules of each respective branch.
  2. This document may be amended by the Secretary when approved by law of the SGA, when affecting laws of the SGA or constitutions of University-Wide

Organizations.

- B. Additional bylaws shall include documents outlining the Regulations of the Judiciary, the finance policy of the SGA, an elections code, a chartering policy, a fee split, the bylaws of all joint committees, a list of established Divisional Councils of the SGA and the number of seats apportioned to them in the Student Legislature, the Constitutions of all University-Wide Organizations and any other documents designated by the Student Legislature.

### **AMENDMENT**

This Code of the SGA may only be amended by the approval of at least the majority of the Membership of the Legislature (requires at least 20 votes) and the approval of the President, unless a veto is overridden by two-third ( $\frac{2}{3}$ ) of the Membership of the Legislature (requires at least 26 votes).

### **REVISION HISTORY, STARTING FROM 2014:**

1. Bill 47sl37, "Standing Rules Separation and Student Legislature's Independence Act"
  - a. Approved by Student Legislature on February 17, 2014 by 25-0-0 vote
  - b. Signed by President on February 21, 2014
2. Bill 47sl54, "Changing the Method of Choosing two (2) of the three (3) SGA University Senators to Elections"
  - a. Approved by Student Legislature on March 3, 2014 by 24-0-0 vote
  - b. Signed by President on March 5, 2014
3. Bill 47sl63, "Residence Hall Association Rechartering Act: Transferring the Classification to Directly Underneath the Student Government Association (SGA) from the Divisional of the College of Arts and Sciences, the College Council"
  - a. Approved by the Student Legislature on April 7, 2014 by 22-0-0 vote
  - b. Signed by President on April 7, 2014