STUDENT GOVERNMENT ASSOCIATION
OF GEORGIA REGENTS UNIVERSITY
Bylaws

Article I. Meetings

Section I. Meeting Schedule

A. Meetings of the SGA Senate will be held weekly on Friday each month during the
fall and spring semesters excluding university holidays and course breaks.

B. Meetings of the SGA House of Representatives will be held during the first week of
each month during the fall and spring semesters excluding December and May.

C. In the event that an official GRU school holiday coincides with a meeting date, the
meeting will be held one week later.

D. The schedule of meetings for the upcoming academic year shall be published no later
than August 1 of the upcoming academic year.

Section II. Meeting Notice

A. The agenda for the upcoming meeting, including any attachments, shall be provided
to all SGA Senators and Representatives at least 24 hours prior to the meeting.by
email or some other electronic medium (e.g. drop box, or posted on a web page, etc).

Section III. Meeting Order of Business

A. The routine order of business for regular meetings of the Senate and House of
Representatives will be:

a. Roll Call
b. Establish a Quorum
c. Reports from Executives
d. Reports of Committees
e. Old Business
f. New Business
g. Announcements
h. Adjournment

B. Alternative meeting protocols shall be adopted with a 2/3 affirmative vote of those in
attendance for special purpose meetings.

Section IV. Attendance

A. Senators are permitted two unexcused absences per semester. May be excused if
appropriate documentation is provided to the Senate Secretary. See item C.

B. Representatives are permitted two unexcused absences per year.

C. Documented excused absences can include but not limited to; Doctor’s note, military
service, athletic responsibilities, educational field work, etc.

Article II. Voting at Meetings

Section I. Eligibility
A. Only SGA Senators or Representatives present shall be eligible to vote.

Section II. Counting
A. Each SGA Senators or Representatives shall have one vote.

Section III. Quorum
A. A quorum for regular meetings will be 50% plus one of the current membership.
B. A simple majority of the current members is required for adoption of all motions, resolutions, bills, or other questions requiring a vote, unless otherwise specified in the SGA Constitution or Bylaws.

Article III. Senate Committees
Section IV. The composition and duties of the committees shall be as follows:
A. Internal Affairs Committee
   a. The Internal Affairs Committee shall screen all applicants for a vacant campus-wide seat, before they move onto a full Senate confirmation.
   b. The committee will also check the policies and rules of student activities when an issue arises from an organization's application and request for money.
   c. It will also be the duty of the Internal Affairs Committee to handle the screening of candidates for other Senate appointed positions.
   d. The members and the chairperson shall be appointed by the Undergraduate SGA President.

Section V. The duties of the Senate Committee Chairpersons will be as follows:
A. Chairperson will preside over all meetings.
B. Only elected SGA Senators can serve as chair. At least one Executive Cabinet member will be a member of committee.
C. Elections for chairs of committees will occur during 1st committee meeting. An Undergraduate SGA Executive Cabinet member will preside over the election.
D. The Chairperson of each committee will ensure that detailed minutes of all committee proceedings are recorded, including the date, time, names of attendees, and an accurate summary of discussions and decisions made. The committee minutes will be provided to the Undergraduate SGA Secretary within one week of the committee meeting.
E. The Chairperson will report on committee proceedings at weekly meetings of the SGA Senate.
F. The Chairperson shall prepare a year-end report detailing all events held and decisions made by the committee during the previous year to file with the Undergraduate SGA Secretary.
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Section VI. Committee Membership:
A. All committee members must be SGA Senators.

Section VII. The duties of the committee members shall be as follows:
A. Committee members shall attend all committee meetings.
B. Committee members shall be active participants in the committee and shall assist the committee chairperson as requested.

Section VIII. Committee Meetings:
A. Committees shall meet at least twice a month when necessary (excluding summer semester).

Article IV. House of Representatives Committees
Section IX. The composition and duties of the SGA House of Representatives Standing Committees shall be as follows:
A. Entertainment Committee
   a. The Entertainment Committee shall be composed of up to twelve members (to include a Graduate SGA Executive Cabinet Member and at least one Graduate Student from each college).
   b. The Entertainment Committee shall propose event ideas to the appropriate Programming Director on the Jaguar Production Crew as outlined on the semester calendar provided.
   c. This committee shall determine its own Chairperson who shall serve as the Graduate Liaison to the Jaguar Production Crew (the recognized GRU Union Board). The Graduate Liaison shall receive one vote.
      a. At the time that the Graduate Liaison is unable to attend a Union Board Meeting, a proxy shall attend. The process for the proxy shall be determined by the Entertainment Committee.

Section X. The duties of the Graduate SGA Committee Chairpersons will be as follows:
A. Chairperson will preside over all meetings.
B. Elections for chairs of committees will occur during the first committee meeting. A Graduate SGA Executive Cabinet Member will preside over the election.
C. The Chairperson of each committee will ensure that detailed minutes of all committee proceedings are recorded, including the date, time, names of attendees, and an accurate summary of discussions and decisions made. The committee minutes will be provided to the Graduate SGA Secretary within one week of the committee meeting.
D. The Chairperson will report on committee proceedings at monthly meetings of the SGA House of Representatives.

E. The Chairperson shall prepare a year-end report detailing all events held and decisions made by the committee during the previous year to file with the Graduate SGA Secretary.

Section XI. Committee Membership:
A. All committee members must be GRU Graduate Students. It is not required that a student be an SGA Representative to serve on a House of Representatives committee.

Section XII. The duties of the committee members shall be as follows:
A. Committee members shall attend all committee meetings.
B. Committee members shall be active participants in the committee and shall assist the Committee Chairperson as requested.

Section XIII. Committee Meetings:
A. Committees shall meet at least twice a semester (excluding summer semester) or more often as needed.

Section XIV. Special Purpose or ad hoc Committees
A. Special committees can be established by the Graduate SGA President for specific purposes as needed. Their purpose, composition and duration will be specified by the President with input from the Executive Cabinet and Advisor. The duration of these committees will not extend beyond the current academic year unless specified in the committee charge.

Article V. Joint Committees
Section XV. The composition and duties of the SGA Joint Committees shall be as follows:
A. Constitutional Rules and Allocations Committee
   a. The Constitutional Rules and Allocations Committee shall screen, prepare, and propose all procedural orders of business; write, prepare and bring to the Senate and House all amendments or changes to the Constitution and all proposed Bylaws.
   b. The committee shall consist of one Undergraduate and Graduate Student from each college.
   c. The chairperson of the committee shall be chosen by the committee members.
   d. The Constitutional Rules and Allocations Committee shall determine whether a bill will be handled by the Senate or the House of Representatives.
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Bylaws

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139  e. Allocations where the majority of the students are Undergraduates will be handled by the Senate. Allocations where the majority of students are Graduate will be handled by the House of Representatives.

140  f. The Constitutional Rules and Allocations Committee shall review all bills pertaining to fee allocations and make sure that they comply with the rules and guidelines of the student activity fee procedures.

141  g. The Constitutional Rules and Allocations Committee shall meet once a week.

146  B. Student Welfare Committee

a. The Student Welfare Committee shall screen, prepare, and propose non-procedural orders of business pertaining to the student body’s welfare, as well as monitor academic, economic, political and social issues and policies pertaining to campus and academic life of the GRU Student.

b. The Student Welfare Committee shall work closely with the Associate Director of Fitness and Recreation to schedule, plan, and promote intramurals and recreational events for GRU Graduate Students and the GRU community.

c. The Student Welfare Committee shall participate in the decision-making process regarding the appropriation of the Wellness Center Fee and the portion of the Student Activity Fee that is used to support the Wellness Center.

157  d. The Student Welfare Committee shall participate in the evaluation of proposals for use of the Student Technology Fee.

159  e. The Student Welfare Committee shall communicate student concerns regarding technology to GRU Information Technology Support Services.

161  f. The Student Welfare Committee shall work with the Undergraduate and Graduate Humanitarians and serve to organize functions for student service involvement on and off campus.

164  g. The Committee shall consist of one Undergraduate and one Graduate Student from each college. If no Senators or Representatives are available from a college, the Undergraduate or Graduate Presidents shall appoint a student to fill the seat.

168  h. The Chair shall be appointed by the Committee.

169  C. Student Health and Counseling Committee

a. The committee shall work closely with the Medical and Administrative Services Directors of Student Health Services (SHS) and the Director of Counseling Services to ensure that SHS, counseling, and the mandatory student health insurance meet the health needs of GRU students
b. The Committee shall consist of one Undergraduate and one Graduate Student from each college. If no Senators or Representatives are available from a college, the Undergraduate or Graduate Presidents shall appoint a student to fill the seat.

c. The Chair shall be appointed by the committee.

d. This committee’s roles include:
   i. Representing student body concerns regarding health care for GRU students.
   ii. Representing student body concerns regarding the Board of Regents or GRU-sponsored student health insurance plan.
   iii. Serving in an advisory capacity to the administration of SHS.
   iv. Reviewing the annual budget for use of the Student Health Fee and advising on financial matters.
   v. Recommending target issues for periodic SHS survey questionnaires

D. Public Relations Committee

   a. The Public Relations Committee shall prepare and propose any non-procedural orders of business pertaining to student forums, retreats, banquets, and the like; assist in the planning and proposing of joint events; and to create and disseminate promotional information on behalf of the SGA.

   b. The Committee shall consist of one Undergraduate and one Graduate Student from each college. If no Senators or Representatives are available from a college, the Undergraduate or Graduate President shall appoint a student to fill the seat.

   c. The chairperson of the Committee shall be chosen by the Committee

E. Election Oversight Committee

   a. The Election Oversight Committee (EOC) will consist of any current Senators and Executives that are not seeking office for the next academic year.

   b. The Chairperson of the EOC shall be chosen by the committee.

   c. The committee will investigate any ethics issues that may arise during campaigning and the election.

   d. Members of the EOC will be familiar with current election procedures as set by policy and Bylaws.

   e. In the event of a tie in the election of an Executive Officer, Senator, or Representative, the EOC shall oversee the revote under the supervision of the SGA Advisor.
f. The EOC will be formed two weeks prior to the Senator and Executive applications being made available to potential candidates, in order for the members to learn and become familiar with the election policies and procedures.

Section XVI. Committee Membership:
A. All committee members must be elected Representatives and Senators.
B. The graduate and undergraduate presidents will select members for the committees from the collages they represent.

Article VI. Election Procedures and Candidate Eligibility
A. Notice of the upcoming elections will be communicated during the second week of January.
B. This announcement will also include the dates that candidate applications will be available to apply for Student Government Association positions.
C. Applications will be made available to students to fill out six weeks in advance of elections, with a submission deadline 3 weeks ahead of elections.
D. Once the applications are turned in, a campaign rules document will be given to each applicant.
E. One week will be allotted to enable advisors to complete applicant background checks (necessary for the officers to obtain a position that receives a stipend) and to verify the GPAs of applicants. Evidence of criminal misconduct, violations of the Campus Code of Conduct, or discovery of an institutional GPA lower than the SGA requirement will disqualify a candidate from holding office.
F. Two weeks in advance of the election, all eligible candidates can start their election campaigns. There will be a two week campaign period.
G. During the first week of the campaign period there will be a “Meet the Candidates” event that will take place for two days, where the student body can meet the candidates, ask questions and give input on what they would like to see differently.
H. Voting will take place during the second week of campaigning.
I. Results will be posted on all media sources available to include, but not limited to, Bell Ringer, SGA website, and Facebook page.
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