**Constitution**

of the

**Student Government Association of**

**Marian University, Indianapolis**

***PREAMBLE***

We the students of Marian University of Indianapolis, Indiana, desire to provide an organized means for the formal expression of student views and interests; to help promote the social, cultural, and physical welfare of students; to help contribute to the continued development of better educational standards, facilities, and teaching; to inspire students to work for academic freedom, student rights, and responsibilities; to encourage responsible and effective student participation in the governance of the University; to provide a venue in which students may gain experience and training through participating in community leadership; to promote the recognition of students as an integral and indispensable part of the University community, do hereby establish this Constitution.

**ARTICLE I: THE ORGANIZATION**

Section 1: Name

1. The name of the official student representative organization shall be the Student Government Association of Marian University, hereinafter referred to as SGA.
2. The mission of the SGA is to serve and inspire the students while promoting unity and building community; to function as an advocate and liaison for the student body as we work to develop ethical leaders who can turn visions into accomplishments while working in accordance with the teachings and values on the Catholic Franciscan tradition.
3. SGA shall be composed on the Student Senate, Executive Board, & Faculty/Staff Advisor.

**ARTICLE II: SENATE**

Section 1: Name

1. The legislative body of the SGA will be called the Student Senate (Senate).

Section 2: Purpose

1. The Senate is the principal legislative body of SGA.
2. The Senate maintains a network of communications with all undergraduate students attending the University.
3. The Senate makes recommendations to the University administration for the welfare of all undergraduate students.

Section 3: Membership

1. Senate Membership consists of two-position types:
	1. Organization Senators: These are senators appointed from each Registered Student Organization (RSO) on campus.
	2. Elected Senators: The individuals in these positions represent all individuals on campus who may not be represented by an RSO.
		1. These include all elected senator positions referenced in Article II Section 6.
2. Members of the Executive Board shall be ex-officio members of the Senate.
	1. Ex-officio members shall not have the power to vote in Senate meetings unless explicitly stated elsewhere in the SGA constitution and shall not be counted as part of the quorum for Senate meetings.
3. A Senator may only hold one seat in the Senate, representing a single organization or elected position.

Section 4: Eligibility

1. The student running for or holding office must be in good standing with the University and maintain a 2.5 GPA.
	1. If a member falls below a cumulative GPA of 2.5, they will immediately be placed on probation and be required to create an action plan with the SGA advisor, including regular meetings, and successfully improve their grades by the following midterm. Failure to do so or repeat offenses will result in a forced resignation.
2. Students running for a school-based or unit-based Senate seat must be enrolled in the school or unit they are representing when they petition for office and while holding office.

Section 5: Organization Senators

1. All RSOs have the right to a single voting representative at SGA meetings.
2. Senators that represent student organizations shall act as a liaison between their respective RSO and SGA.
3. All RSOs shall decide internally how their representative will be selected.
4. Senators shall confer with the students within their organization to learn and represent the interests of their constituents.
5. All RSOs that are receiving, or wishing to receive SGA funds, during either the fall or spring semester, are required to have a representative in the Senate during the same semester in which they are receiving funds.
6. All registered groups have the right to vote regardless of SGA funding status.
	1. Attendance policies still apply. See Article VI Section 2.

Section 6: Elected Positions

1. Academic Affairs Senator
	1. Attend all Academic Policies Committee meetings and present concerns and issues expressed by the constituency to the committee.
	2. Report on all relevant proceedings and present issues and concerns of the Academic Policies Committee meetings to the Senate.
	3. Hold regular meetings with the Vice President of Academic Affairs to become aware of campus issues and report on these meetings to the Senate.
	4. Work with RSOs and the Counseling and Consultations Services to plan two education programs per semester (e.g., test anxiety, issues handling stress, career-based workshops).
	5. Work in conjunction with the five Academic School Representatives to organize a campus forum once per semester.
2. Student-Athlete Senator
	1. Responsible for working with the Athletic Director, Coaches, and Teams to promote athletic events and accomplishments to the University community.
	2. Be in consistent communication with the Student-Athlete Advisory Committee (SAAC).
	3. Encourage student attendance at athletic events.
3. Resident Student Senator
	1. Live in on-campus housing (residence hall, apartment, or house).
	2. Facilitate communication of issues and concerns expressed by the constituency between the halls/houses/apartment communities.
	3. Report on all proceedings and present issues and concerns of the Hall Councils to the Senate.
	4. Be in regular communications with the Director of Residential and Commuter Life.
	5. Attend all Town Hall meetings.
		1. Conduct a Residence hall and Apartment/House Town Hall once per semester in conjunction with the Office of Residential and Commuter Life.
4. Academic School Senators (Alan & Sue Leighton School of Nursing, Byrum School of Business, College of Arts & Sciences, Exercise & Sports Science, Klipsch Educators College, and St. Joseph’s College)
	1. Must be a major within the represented school and have completed at least twelve credit hours.
	2. Meet regularly with the respective dean/assigned member from the school.
	3. The position may be appointed to an academic committee at the request of the dean.
	4. Present concerns and issues expressed by the represented school to SGA.
	5. Assist the Resident Student Senator in the execution of Town Hall meetings or facilitate the meetings in the Resident Student Senator’s absence.
5. Commuter Representative
	1. Serve to advocate for increased commuter participation in SGA events.
	2. Report and present conditions or problems that affect the commuter cohort to SGA.
	3. Maintain routine communication with various officials involved with student life.
	4. Create and support at least one event specifically for commuters a semester.
	5. Advise the Senate on the impact of bills, amendments, and events on commuter students.
	6. Maintain off-campus residency during the term of office.
	7. Hold one open Commuter Student Forum per semester.
	8. Solicit and maintain communications with commuter students.
6. Class Presidents (Senior, Junior, Sophomore, & Freshman)
	1. Represent their constituency on the Governing Board.
	2. Solicit and maintain communication from constituents.
	3. Class Presidents must work with the relevant department or organization and sit on the planning committee for the following all-campus events:
		1. Freshman Class President – First-Year Experience and End of Year Celebration.
		2. Sophomore Class President – Transformational Leadership Series.
		3. Junior Class President – Student Organization Awards.
		4. Senior Class President – Senior Gift and the planning of the Graduation Reception.
	4. Hold one all-class meeting per semester.

Section 7: Duties of the Senate

1. Senators shall be present at all regular and special meetings of the Senate.
	1. Senators may designate a proxy who shall have voting privileges in the absence of the Senator and will be counted toward establishing a quorum and attendance requirements.
	2. Attendance is as referenced in Article VI Section 2.
2. Senators shall serve on at least one SGA committee. All committee appointments shall be approved by the Senate President and the Student Body President.
3. Attend mandatory training and development sessions.
	1. Failure to attend all mandatory training and development sessions will result in the withdrawal of funds from the RSO back into the operating budget of SGA.
4. Solicit and maintain consistent communication with constituents.
5. Complete one service project each semester.
	1. Guidelines are as mentioned in Article IX Section 2.
6. Maintain good academic and social standing with the University.
7. Uphold all Marian University rules and regulations as outlined in the Code of Student Rights and Responsibilities.

**ARTICLE III: SENATE PRESIDENT**

Section 1: Appointment

1. The Senate President shall be nominated and elected by the Senate of the SGA and will serve as a member of the Executive Board.
2. The Senate President must be a current senator and will be nominated and elected at the first meeting once the newly elected Executive Board takes office in the Fall semester.
3. Once elected, the Senate President is required to relinquish all voting rights and another member will take over in their place as a Senator.

Section 2: Responsibilities

1. The Senate President will compile the Senate meeting agenda by communicating with the Executive Board, Senators, and other departments on campus.
2. The Senate President shall hold regular meetings with the Student Body President.
3. Maintain constant communication between the Senate and other branches of SGA.
4. The Senate President does not have a vote except in the case of a tie vote during a Senate meeting. If this occurs the Senate President will vote to break the tie.
5. Be responsible for communication within SGA.
6. Maintain at least four regular office hours weekly.
7. Be responsible for recording the positions held in all RSOs by Executive Board members and maintain this record of the duties of said positions as defined by the individual RSOs.
8. Uphold all Marian University rules and regulations as outlined in the Code of Student Rights and Responsibilities.
9. The Senate President shall also be the one who grants floor privileges.

Section 3: Senate Meetings:

1. The Senate President shall preside over all Senate meetings and be proficient in running the meetings.

**ARTICLE IV: EXECUTIVE BOARD**

Section 1: Purpose

1. The purpose of the Executive Board is to serve as the liaison between the Senate and the Administration, Faculty, and Staff of Marian University; and to provide leadership for the organization.

Section 2: Membership

1. The Executive Board contains the following positions: Student Body President, Executive Vice President, Vice President of Finance, Vice President of Mission and Identity, Vice President of Engagement, and Senate President.

Section 3: Eligibility

1. Students who wish to run for an Executive Board position must have been a Marian University student for at least one semester.
2. Members of the Executive Board may not hold a position that directly administers finances or constitutes a direct conflict of interest between their RSO and Executive Board duties in an RSO that is represented in the Legislative Branch.
3. All Executive Board members shall report the positions that they hold in all RSOs to the Senate President.

Section 4: General Responsibilities

1. Serve as a liaison between the students and the administration, faculty, and staff of Marian University.
2. Attend all Executive Board meetings and Senate meetings (missing no more than two-thirds) and assist with the development of agendas for all Senate meetings.
3. Uphold all Marian University rules and regulations as outlined in the Code of Student Rights and Responsibilities.
4. Provide leadership and support for all Senate members.
5. Maintain four regular office hours weekly.

Section 5: Position Requirements

1. Student Body President
	1. Serve as a liaison between the Senate, faculty, staff, and Executive Board members.
	2. Serve as a member of the University’s Board of Trustees.
	3. Serve on the Student Affairs Committee of the Board of Trustees and the Student Affairs of the University Assembly as a voting board member.
	4. Present concerns and issues expressed by the constituency to the Student Affairs of the Board of Trustees and the Student Affairs of the College Assembly Committees.
	5. Present issues and concerns of the Student Affairs of the University Assembly committee to the Senate.
	6. Prepare and present, in conjunction with the Senate, the terms, goals, and objectives of SGA to the Marian University community.
	7. Appoint all necessary personnel to University Committees subject to the approval of the Senate.
	8. Responsible for delegation of tasks in SGA affairs.
	9. Assist the Vice President of Finance with signing purchase orders and funding requests.
	10. Represent SGA at official functions.
	11. Meet weekly with the SGA advisor.
	12. Be in regular communication with the Provost, the Senior Vice President of Student Affairs, and Dean of Students and report on concerns.
2. Executive Vice President
	1. Act for the President of the Senate President in their absence or at their request.
	2. With assistance from the Executive Board, forward agenda items to the Senate President.
	3. Record the minutes and attendance at Senate meetings.
	4. Distribute a copy of the minutes to members of the Senate and others upon request.
	5. Organize and execute training, leadership, and development sessions for all branches of SGA at least once a semester.
	6. Oversee the fulfillment of duties and obligations of the Senators.
	7. Assist the Office of Student Activities with maintaining accurate and up-to-date RSO records including but not limited to constitutions, bylaws, and registration.
	8. Organize the development of future Executive Board members.
3. Vice President of Finance
	1. Maintain a record of all expenditures and income of SGA.
	2. Sign purchase orders and funding requests.
	3. Communicate financial information with clubs and organizations such as budget submission deadlines.
	4. Acquire and maintain receipts from the Business Office.
	5. Follow the budgetary process and procedures as outlined by the current SGA Budgetary Guidelines.
	6. Distribute and maintain budget guidelines.
	7. Provide the Senate with updates on allocations and the current standing of the budget.
	8. Be prepared to present accounts of SGA for inspection upon request of any student, Faculty, or Staff.
	9. Serve as Chair of the Budget Committee.
	10. Report on all proceedings of the Budget Committee at Senate meetings.
	11. Meet weekly with the advisor of SGA to discuss financial status and concerns.
4. Vice President of Mission & Identity
	1. Work to ensure that all SGA goals and initiatives are in line with the four Franciscan Sponsorship Values and the mission of SGA.
	2. Report on all relevant proceedings of campus and community ministries to the Senate.
	3. Be in regular communications with the directors of campus and community ministries.
	4. Serve as chair for the coordination of two service projects per semester for all members of SGA, at least one of which shall be in conjunction with Campus Ministry.
	5. Distribute and maintain service guidelines and communicate service deadlines to the Senate.
		1. See Article IX Section 2.
	6. Record completed service projects of the RSOs and report them to the Senate and other campus administration upon request.
5. Vice President of Engagement
	1. Serve as a liaison between the Senate, Faculty, Staff, and Executive Board members.
	2. Represent SGA at official functions.
	3. Responsible for all official advertising of SGA business.
	4. Assist all RSOs in the promotion of their events throughout campus.
	5. Manage all SGA social media accounts.
	6. Promote Commuter involvement in campus activities.
	7. Maintain routine communication with various officials involved with student life.
	8. Assist with monitoring all RSOs social media accounts.

**ARTICLE V: FACULTY/STAFF ADVISOR**

Section 1: Duties:

1. Attend all Senate Meetings and Executive Board Meetings.
2. Present and report on office/campus announcements to the Senate at each regular meeting.
3. Act as the budget liaison between the RSOs and the institution.
4. Be notified of any major budgetary changes.
5. Consult with the Executive Board and Senate on any major changes.

**ARTICLE VI: SENATE MEETINGS**

Section 1: Meetings

1. The Senate shall conduct regular bi-weekly meetings during the fall and spring academic semesters. The Senate shall establish the regular meeting times of the Senate, which shall be published and posted online. The regular meeting times for the following academic school year shall be presented to the Senate at the end of the spring semester.
2. Emergency meetings, outside of the regular schedule, may be called by either the Executive Board or the Senate. A quorum must be met at emergency meetings.
3. For the business to be voted on, a quorum must be established. A quorum for Senate meetings is a simple majority of Senators. If a quorum is not established the Senate may conduct all nonvoting matters, but all voting matters shall be tabled until the next meeting.
4. All Senate meetings will be open to the public unless the Senate sees fit to close either part of the meeting or the whole meeting, due to extraneous circumstances, to the public. All meetings, including those closed to the public, are open to the University administration.

Section 2: Attendance

1. Senators and Executive Board members are required to attend all Senate meetings.
	1. Senators may designate a Proxy who shall have voting privileges in the absence of the Senator and will be counted toward establishing a quorum and attendance requirements.
	2. If the Senator or Proxy is unable to attend a meeting, they must notify the Executive Vice President no later than 24 hours in advance.
	3. If an RSO misses two unexcused meetings per semester, they are put on probation pending reinstatement. All funds are withdrawn from the organization and allocated back into the operating budget of SGA.
2. Absences are defined as follows:
	1. Excused absences: Excused absences are those that occur because of required University events, participation in athletic games, family emergencies, and illness. 24-hour prior notice must be given to the Executive Vice President.
	2. Unexcused absences: Unexcused absences are those that occur without prior notice to the Executive Vice President and do not fall in the categories listed above.
3. After two unexcused absences per semester, an RSO forfeits their rights to Senate representation. The RSO will have all SGA funds allocated to them withdrawn and be removed from roll call. The RSO can regain voting rights and representation by way of an Executive Board vote in favor of reinstatement.
	1. Funds withdrawn from an organization are allocated back into the operating budget of SGA.
	2. A reinstated RSO can then request funds through a proposal to the Budget Committee/Vice President of Finance. With a majority vote from the Budget Committee/Vice President of Finance funds for specific events will be approved.
4. Attendance will be taken at all Senate and Executive Board meetings by the Executive Vice President via roll call.
5. Officers who arrive after roll call is performed will be marked as tardy and can begin participating in the meeting at the beginning of the next full discussion item.
6. Accommodations for special circumstances can be made by the Senate President and the Executive Vice President.

Section 3: Passing Legislation

1. Resolutions and bills shall pass by a majority vote of the Senate.
2. A roll call vote of Senators shall be taken and published on the website for all votes taken on resolutions, constitutional amendments, and bylaw amendments.
3. The Executive Board has the authority to veto all forms of legislation by the time of the next meeting if there is a majority consensus. This veto may be overridden by two-thirds of the Senate. Failure to veto within that time results in the passage of the legislation.

**ARTICLE VII: COMMITTEES**

Section 1: General Information

1. The Election Committee, the Constitutional Review Committee, and the Budget Committee will be standing committees of the SGA.
2. Committee selection shall be conducted by assignment and passed by the Senate President for approval.
	1. Committees’ members may switch committees if they have approval from both their current and new committee chair.

Section 2: Constitutional Review Committee

1. The Constitutional Review Committee is tasked with the duty of interpreting the Constitution.
2. Tasked with proposing revisions to ensure that the Constitution remains an effective governing document.
3. Responsible for the interpretation and upkeep of the Bylaw system.
4. The Committee shall be chaired by the Senate President and its membership shall be by the appointment of the Senate President.
5. Meetings will always be open to the public.

Section 3: Budget Committee

1. The powers of the Budget Committee include, but are not limited to:
	1. Evaluating the current budget guidelines.
	2. Adopt budgeting guidelines and policies bi-annually.
	3. Collaborate with the Vice President of Finance in structuring the budget processes and other matters.
	4. Ask questions about proposed budgets, when applicable.
	5. Create semester budgets and submit them to the Senate.
2. The Budget Committee shall be chaired by the Vice President of Finance.

Section 4: Election Committee

1. Advertise dates for both student body and Senate to know when applications and elections will take place.
2. Create both election application and election ballot via Connect. All submissions are due by 11:45 p.m.
3. Meet with prospective candidates to answers any questions.
4. Recruiting for positions (i.e., tabling, reaching out to faculty/staff for recommendations, advertising, etc.).
5. Updating Senate with the progress of elections.
6. Fill vacancies as needed
	1. Reference Article XI Section 3 for these guidelines.
7. The Election Committee shall be chaired by the Vice President of Engagement.

Section 5: Ad Hoc Committees

1. Ad hoc committees can be added to Senate at any time during the academic year, at either the discretion of the Student Body President with the majority approval by the Executive Board or the discretion of the Senate President with majority approval by the Senate. Committee creation is subject to the approval of both branches.
2. The terms of ad hoc committees are indefinite. The dissolution of a committee is determined by the popular vote of the Senate.
3. Each ad hoc committee shall be chaired by a member of the Senate, which will be appointed by the Senate President.

Section 6: Committee Responsibilities & Membership:

1. All standing and ad hoc committees shall be held responsible to the Senate through periodic reports on their progress during regular Senate meetings.
2. Any undergraduate student may serve on any committee in SGA.
3. Each committee shall have at least one Executive Board liaison.
4. The chair of each committee will be held responsible for producing minutes of each meeting and a report on every action of the committee to the SGA Senate upon request.

**ARTICLE VIII: BUDGET**

Section 1: Distribution of Funds

1. Budget requests must be submitted by the date specified for each upcoming semester.
2. All RSOs wishing to receive funds must complete service requirements that are referenced in Article IX Section 2.
3. All budget requests will go before the Budget Committee and funds will be allocated based on the availability of funds and the committee’s decision.
4. All funds requested for an event from either the SGA allocated account or outside revenue account must be submitted via the form on Connect at least 14 days prior.
5. A copy of the receipt from all purchases needs to be sent to the Vice President of Finance. A copy will also go to the Business Office.
6. Any unspent funds from a purchase request should be returned to the Business Office with the pink triplicate slip from the Vice President of Finance so the funds can return to the proper account.

Section 2: Operating Budget

1. The Operating budget of SGA is the remaining non-allocated funds of SGA.
2. RSOs may request the allocation of these funds to their RSO by submitting a form via Connect.
3. All allocated SGA funds will not carry over to the following semester. All outside revenue funds will carry over until the account is depleted.

**ARTICLE IX: SERVICE REQUIREMENTS**

Section 1: Definition of Service

1. Service is doing a selfless act to help the community in order to give back. Service involves peace, equality, being both good to people and earth and using our gifts to aid with the betterment of our brothers and sisters.

Section 2: Requirements

1. All RSOs are required to complete two hours of service. No RSO should be exempt/excused from completing service.
2. Each RSO wishing to receive funding must submit a service event-form approved by the Vice President of Mission and Identity and reported to the Vice President of Mission and Identity.
3. To complete the service requirement, each RSO must lead or participate in a service project or activity during the semester for two hours that they are counting the service for.
4. RSOs may not count service activities from outside the current semester as their service for the current semester.
5. Organization Members must be directly involved in volunteering at the activity.
6. At least half of the active members of the organization should be in attendance at the service activity.
	1. Active Member Definition: A member that attends at least three meetings per semester and actively participates in club meetings/activities while showing commitment to furthering the organization’s mission statement.
7. All services should be volunteer, in no way should the members of the organization be paid or reimbursed for their efforts.
8. RSOs are allowed to participate in an already existing service activity.
9. The Vice President of Mission and Identity will inform all RSOs of service activities on and around campus.
10. Failure to comply with service requirements and/or provide proper documentation of service requirements will result in the RSO’s loss of budgetary privileges for the entirety of the following semester.

**ARTICLE X: ELECTIONS**

Section 1: Preparations for Elections

1. Notice of an election shall be made available to all undergraduate students at least fourteen days before the date that the election will be held in the Fall Semester.
2. All elections of elected student representatives shall take place before September 30.
3. All elections of the SGA Executive Board shall take place before March 31.
4. All applications for candidacy must be submitted by the correct means and by the date specified by the Elections Committee.

Section 2: Application Requirements

1. Any full-time or part-time undergraduate student that complies with the criteria in this document is eligible to run or be appointed to an SGA position.
2. Those positions that will be up for election will be the members of the Executive Board and Elected Senators, excluding the Senate President.
3. All candidates must be in good standing with the University.
4. Candidates may only apply/hold one position in SGA at a time. If a member wishes to be appointed to or change positions, they must first resign from their current position before they seek an appointment for another position.
5. No member of the Election Committee may run for election in that semester.
6. Any member who has been removed from office is not eligible to run for any SGA position in the future.

Section 3: During Elections

1. All elections will take place by secure electronic ballot.
2. Candidates may only run for one position.
3. Elections will take place over at least a twenty-four-hour period.
4. Only currently enrolled undergraduate students at Marian University are eligible to vote in SGA elections.
5. Senior, Junior, Sophomore, and Freshman class senators are elected by their respective class members.
6. Write-in candidates are subject to eligibility requirements as determined by the Election Committee and Election Guidelines.
7. All candidates must follow Campaign Rules as defined in the Bylaws.

Section 4: After the Elections

1. If an elected position remains vacant after an election and there are no willing candidates who meet the eligibility requirements, the Senate may waive the eligibility requirements for candidates pending an interview process by the current Senate.
2. In the case of a contested election, the Senate will make the decision.
	1. Guidelines for a contested election are as follows in the Bylaws.

**ARTICLE XI: PROCEDURE FOR REMOVAL FROM OFFICE & FILLING VACANCIES**

Section 1: Removal of a member from office

1. Grounds for removal from office or any elected or appointed SGA office include, but are not limited to:
	1. Neglect of normal duties and obligations (including regular attendance at meetings).
	2. Gross impropriety in executing duties of the office.
	3. Any academic or social violation of the Student Code of Conduct is grounds for removal from office.
2. A formal request for the removal of an officer can be filed by any student to the SGA Advisor or Senate President. A meeting will be scheduled with the officer in question, Senate President, and SGA Advisor to discuss the removal request.

Section 2: Resignation from office

1. Any officer deciding to resign should submit an electronic copy of their announcement to the Student Body President and the SGA Advisor.
2. If the Student Body President is resigning, a copy of the resignation should be delivered to the Executive Vice President and the SGA Advisor.
3. Any individual who resigns from a position must provide sufficient transition materials to their successor before stepping down from office.

Section 3: Filling Vacancies

1. If an elected Senate position becomes vacant or remains vacant after an election, the position may be filled by the approval of two-thirds of the Senate or left vacant until the next available election.
2. In the event of the vacancy of the office of the Student Body President, the office shall be filled by the Executive Vice President. The vacancy of the Executive Vice President shall then be filled by appointment by the Student Body President and approval of the Senate.
3. The order of succession for Student Body President is as follows: Executive Vice President, Senate President, Vice President of Mission and Identity. Thereafter, by appointment by the Director of Student Activities from the senate body.
4. Vacancies of RSO Senators may be filled by the respective organizations in a manner they deem fit.
5. A vacancy in the Senate President position may be filled by any current Senator with the majority approval of the current Senate.

**ARTICLE XII: PROCESS OF CONSTITUTION CHANGES**

Section 1: Constitution Changes

1. Amendments to the present Constitution can be initiated at any time by any member of the Senate. SGA shall make these proposals known to the Student Body and encourage attendance at the following SGA meeting, where the amendment shall be voted on.
2. The proposed amendments shall receive two-thirds approval of the Senate in order to be ratified. Any changes to the Constitution take effect immediately unless otherwise noted.
3. Responsibility for interpretation of this Constitution rests with the Constitutional Review Committee.

**ARTICLE XIII: BYLAWS**

Section 1: Adoption of Bylaws

1. SGA shall adopt a set of Bylaws that shall govern the actions of SGA in all areas in which they are applicable and are not in violation of this Constitution. Adoption and changes to the Bylaws shall require a two-thirds vote of the Senate.

Section 2: SGA Election and Campaign Rules

1. Candidates may only apply for one position.
2. All candidates must fill out an application and submit it by 11:45 p.m. of the closing date of the election.
3. All candidates must campaign positively; no degrading of other candidates will be tolerated. This includes but is not limited to campaign flyers, social media postings, emails, and other forms of written and verbal communication.
4. Campaigning material must follow the posting policy.
5. If a candidate chooses to campaign during a class, the applicant must receive professor approval before the beginning of the scheduled class.
6. Campaigning at official SGA meetings or events, in sacred spaces recognized by Marian University such as the chapels, or religious-affiliated events is strictly prohibited.
	1. Should a student determine an area of Marian University’s campus to be sacred to them that is not already protected from campaigning according to the SGA Election Rules and Guidelines, they must request that the area be protected from campaigning by putting in a request to the Election Committee Chairman.
	2. Should the Election Committee approve the student’s request; the area will be protected from campaigning. Should the Election Committee disagree with the student and refuse the student’s request; the student may appeal to the SGA Advisor for further review.
	3. Should the SGA Advisor agree with the Election Committee, that the requested area should not be protected, the student shall reserve the right to bring the Election Committee Chairman and SGA Advisor before the Dean of Students to determine whether a violation of the Code of Student Rights and Responsibilities has occurred. Should the SGA Advisor decide that the area should be protected and agree with the student, the area will be protected from campaigning.
	4. Should the Dean of Students determine that no violation of the Code of Student Rights and Responsibilities occurred, campaigning shall not be prohibited in the area requested. But, should the Dean of Students determine a violation has occurred, campaigning shall be prohibited in the requested area, and the Election Committee Chairman and SGA Advisor shall be subject to any reprimand as determined by the Dean of Students.
7. The bribing of students for votes is not allowed. Please see the Election Committee for further questions on this policy.
8. Current SGA members are allowed to endorse candidates but must refrain from all written and verbal forms of negative campaigning against any candidate. The rules of positive campaigning apply equally to both incumbents and candidates.
9. Any candidate that is thought to be breaking any of the election or campaign rules will be warned once and taken off the ballot if the offense is committed again. A candidate can have no more than 2 warnings for offenses and remain on the ballot.
10. All students are eligible to fill out only one ballot per election.
11. The above-mentioned election and campaign rules and those mentioned on the SGA application constitute a written regulation of Marian University and, as such, any student found to have committed or attempted to commit a violation is subject to disciplinary action as defined in Section V in the Code of Student Rights and Responsibilities.

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