



**RIT Student
Government**

**Rochester Institute of Technology
Student Government Bylaws**
Appendix H: Elections Recall Process

Last Amended: August 29, 2025

Appendix H: Elections Recall Process

Qualifications of the Recall Process

1. The individual(s) who wish to begin the recall process of a Student Government member listed above must be a constituent of that individual
2. The individual(s) who wish to begin the recall process would be qualified to vote in SG Elections as dictated by the bylaws
3. A recall motion cannot be submitted within 30 days of the University beginning the academic year
4. A recall motion must be submitted when the University is in active session for the Fall and Spring semesters
 - a. A recall motion cannot be submitted during the Summer semester or during the intercession between the Fall and Spring semesters
 - b. A recall motion cannot be submitted during breaks of an active session of the University (i.e. Fall Break, Thanksgiving Break, Spring Break, etc.)

Grounds for a Recall Motion

1. A member may be recalled for conduct not consistent with the best interests of the RIT student body

Eligibility for Recall

1. The following members of Student Government may be removed through this recall process
 - a. President
 - b. Vice President
 - c. Senators
2. The following members cannot be removed through this recall process
 - a. RSO members
 - b. First Year Senator
 - c. Appointed Cabinet and Executive Branch members
 - d. Committee Chairs
 - e. Director of Finance, Global Union
3. Appointed Cabinet and Executive Board members shall be terminated in accordance with fair labor standards and RIT employment guidelines. D. The President and Vice President, although running on the same electoral ticket, cannot be recalled together and must be recalled separately

Initiating the Recall Process

1. To initiate a recall the motion must meet the qualifications found in Section 1 B. The individual(s) looking to start the recall process must submit in writing (paper or electronic) their intent to begin the recall process to the Vice

Appendix H: Elections Recall Process

President of Student Government

- a. When this communication is received the Vice President will inform the member in question that someone has initiated the recall process against them
 - b. If the Vice President is the subject of the recall their duties shall be discharged to the Director of Ethical Governing
 - c. The written submission shall state "I/We (insert name/names) seek to recall (insert SG member's full name) who is the Student Government (insert SG position here)"
 - d. In their written submission the individual(s) must state the reasons they are seeking to recall the specific member (1 page maximum, 12 point font, single spaced)
 - i. The mandatory statement shall not count toward the the reasons for recall
 - ii. The submission must be accompanied by evidence to support the reasoning
 - e. The Vice President in coordination with University officials will verify that the individual(s) who submits the recall petition is a constituent of the member they are seeking to recall
2. If the above qualifications are met, the Vice President will then submit the petition to the Standards Review Board for approval
 - a. The Standards Review Board will meet at the earliest convenience following the Vice President's submission of the petition
 - b. The Standards Review Board will consider the merits of the submission, and work to verify information within the submission
 - c. If the Standards Review Board does not conclude the written submission meets the qualifications, they must state the reasons why in writing (paper or electronic)
 - i. These reasons will then be submitted to the Vice President who will submit the Standards Review Board decision and reasons to the individual(s) who initiated the recall process, as well as the member who is being subjected to the recall
 - d. If the Standards Review Board concludes the written submission meets the qualifications, the group must confirm in writing (paper or electronic) the recall process can continue
 - i. This will be submitted to the Vice President who will then inform the individual(s) initiating the recall, and the member being subjected to the recall, that the process will continue

Signature Totals needed to Trigger a Recall & Verification of Signatures

1. In order to trigger a recall election, the signature total needed will be equal to 50% of the three year rolling average of total voters in the previous elections of

Appendix H: Elections Recall Process

the specific constituency

- a. This signature total will be verified by using SG's voter database and University Partners
 - b. This signature total will be made known to the initiators of the recall, the member being subject to the recall, and the individuals within the respective constituency
2. Verification of the signatures collected will commence when the signature collection period concludes
 - a. The Vice President shall work with University Partners to verify the individuals who signed the petition belong to the constituency of the member being subject to the recall
 - b. The names who sign the recall petition will not be released to anyone including the member being subject to the recall

Collecting Signatures for the Recall

1. If the Standards Review Board approve the recall petition, the Vice President must meet with the initiators of the recall to go over the recall process and make known the total number of signatures needed to trigger a recall election
2. The Vice President in coordination with University Partners will create a method to collect signatures for the recall petition
 - a. Signers of the petition must reside in the constituency of the member being recalled and must be considered an eligible voter
 - b. This petition must list the approved reason for recall (with evidence), with a location for an electronic signature
 - c. Above the electronic signature box there shall be a statement that reads. "By signing this petition I agree with the above reasoning to recall (Member being subject to recall), (Position of Member), and fully understand that I cannot withdraw my signature from this petition."
3. The individuals will then be given a copy of the link to collect signatures a. After receiving the link from the Vice President, beginning at 12 noon the next business day, the individual(s) who submitted the recall petition shall have fourteen days to collect their signatures, with the signature period ending at 12 noon on the fourteenth day
 - a. No signatures may be collected until the collection period begins c. The individual(s) collecting signatures must adhere to general election rules used to collect signatures during Spring Elections

Section 7: Violations of Procedure

1. At any point if the member who is the subject of the recall believes the initiators collecting signatures have violated any procedure, that individual reserves the right to provide evidence of the violations to the Standards Review Board
 - a. In this case the Standards Review Board shall meet with the initiators of

Appendix H: Elections Recall Process

- the recall who will be able to present and defend their actions
- b. The Standards Review Board at their discretion can decide to issue sanctions for a violation of procedure

Recall Election & Procedures

1. Following confirmation that the number of signatures needed is met, the Vice President shall inform the initiators of the recall, and member being subject to the recall that a recall election will take place
2. At a time determined by the Standards Review Board there will be a campaign recall period, which shall last five days, beginning on the first day at 12:01 AM and ending on the fifth day at 11:59 PM
 - a. During this time frame both parties may advocate for their respective positions (to recall or not recall)
 - b. This campaign week shall follow all current SG election rules (SG Bylaws, Appendix C) that apply to this procedure
 - i. The exception to these rules is that any campaign complaint shall be handled by the Standards Review Board with the guidelines set in Section 7
3. During this period individuals will also be able to submit their names to run for the potential vacancy
 - a. The member being subjected to the recall may not submit their name for candidacy
 - b. The initiator(s) may not submit their name for candidacy
 - c. All potential candidates will have to submit the normal paperwork that would be required during an election with the exception of getting signatures/statements of support
 - d. Anyone looking to run for the potentially vacant position must follow all election procedures
 - e. Anyone looking to run for the potential vacancy must meet qualifications in Article III of the SG Bylaws
4. Following the conclusion of this five day period at 11:59 PM, the recall campaign period shall cease, as will the period to submit candidate applications E. At a time determined by the Standards Review Board, following the conclusion of the campaigning period the next three uninterrupted days shall be dedicated to the recall vote
 - a. Student Government shall announce the date and time of the recall vote to ensure all potential voters are notified
 - b. Voting will commence at 12 PM (noon) on the first day and will conclude on the third day at 11:59 PM
 - c. Only individuals of the constituency of the specific member are eligible to vote in the recall election
5. The recall vote ballot shall read: "Shall (member subject to recall) be recalled

Appendix H: Elections Recall Process

(removed) from the Office of (position of member)?

- a. There will be two options on the ballot
 - i. “YES” (Voting “yes” will mean the student wishes to recall the member in question)
 - ii. “NO” (Voting “no” will mean the student does not wish to recall the member in question, and that they would like that person to remain in their position)
 - iii. “ABSTAIN”
6. In order for the recall to be in effect, the number of people voting “YES” must be more than 50% of the vote. If more than 50% of the vote for the “YES” option is not received the member in question shall remain in office, and the recall process shall be considered concluded.
 - a. Once the recall election has concluded, at the earliest possible Senate of the Student Government the results shall be announced and it shall be the first order of business following roll call, approval of the agenda, and approval of the previous meeting’s minutes
 - i. The Senate Chair will recite: “The first item on the agenda is to announce the results of the recall election of (member subject to recall), who currently serves as (member’s position) dated (dates of recall vote-month/day/year to month/day/year)”
 - ii. If more than 50% of the vote is for those voting “YES,” the Chair of the Senate shall recite the following: “On the question ‘Shall (member subject to recall) be recalled (removed) from the Office of (position of member)? More than 50% of votes cast on this question were in the affirmative. The Chair announces that (member subject to recall) has been recalled by their constituency and is officially removed as the Student Government (member’s position). The Chair respectfully requests they remove themselves from this Senate.”
 - iii. If the “YES” category does not receive more than 50% of the vote, the Chair of the Senate shall recite the following: “On the question ‘Shall (member subject to recall) be recalled (removed) from the Office of (position of member)? More than 50% of votes needed to be cast in the affirmative were not reached. The Chair announces that the recall motion was unsuccessful and that (member subject to recall) will remain as the Student Government (member’s position).”
 - b. Student Government shall release the results of the recall election and announce the dates for the subsequent campaign and vote to fill the vacancy when those dates are determined

Appendix H: Elections Recall Process

Campaign Period (If The Member Is Recalled)

1. All confirmed candidates will be able to campaign for a period of seven days that will begin at 12:01 AM the business day following the notification to all confirmable candidates that they are eligible to run, until the seventh day at 11:59 PM.
2. At the discretion of the Standards Review Board a three day (uninterrupted) voting period will occur. Voting will begin at 12 PM (noon) and shall conclude on the third day at 11:59 PM
 - a. All candidates must follow election procedures listed in Appendix C C. The candidate receiving a plurality of votes cast shall be the winner of the election
3. At the conclusion of the voting period, at the earliest possible Senate, the Chair shall invite all candidates to hear the election results.
 - a. Results shall be announced and it shall be the first order of business following roll call, approval of the agenda, and approval of the previous meeting's minutes.
 - b. Once the Chair of the Senate announces the winner of the election that individual shall begin their duties immediately