

# Rochester Institute of Technology Student Government

**Table of Contents** 

**Article I: Legislative Branch** 

Section 1: Membership

**Bylaws** 

Section 2: Duties of Senators & Voting Representatives

Section 3: Duties of Non-Voting Representatives

Section 4: Voting

Section 5: Committees

Section 6: Senate Confirmation of Executive Appointees

Section 7: Election of Senate President Pro-Tempore

Section 8: Election and Responsibilities of the Parliamentarian

Section 9: Student Petitions Section 10: Compensation Section 11: Impeachment

Section 12: Recall

#### **Article II: Executive Branch**

Section 1: Membership

Section 2: Qualifications for Appointed Positions

Section 3: Duties

Section 4: Removal from Office Section 5: Executive Committees

Section 6: Compensation

# Article III: Elections and Eligibility

Section 1: Candidates Eligibility

Section 2: Spring Elections Procedure

Section 3: Unfilled President and Vice President Positions

Section 4: Appointments Procedure

# **Article IV: Senate Meetings**

Section 1: Method of Assembly Section 2: Frequency of Meetings

Section 3: Rules of Order

# **Article V: Filling of Vacancies**

Section 1: Succession

Section 2: Temporary Vacancy in the Legislative Branch Section 3: Temporary Vacancy in the Executive Branch

Section 4: Permanent Vacancy in the Legislative Branch Section 5: Permanent Vacancy in the Executive Branch Section 6: Simultaneous Vacancies in the Executive Branch

Article VI: Hazing
Section 1: State Law

Section 2: Failure to Comply

#### **Article VII: Amendments**

Section 1: Origination from the Senate or Executive Branch

Section 2: Originating from the Students

#### **Article VIII: New Senate Positions**

Section 1: New Colleges

Section 2: Other

#### **Appendices**

Appendix A: Standing Rules of the Finance Committee

Appendix B: Center for Campus Life Student Organization Recognition Guidelines

Appendix C: Standing Rules of the Elections

Appendix D: Standing Rules of the RSO Budget Review Process Appendix E: Standing Rules of the Greek Finance Committee

Appendix F: Impeachment

Appendix G: Student Government Logo

Appendix H: Recall Amendment

# **Article I: Legislative Branch**

### **Section 1: Membership**

- A. There shall be an Academic Senator from each of the following areas:
  - i. College of Art and Design
  - ii. College of Engineering Technology
  - iii. College of Health Sciences and Technology
  - iv. College of Liberal Arts
  - v. College of Science
  - vi. Golisano College of Computing and Information Sciences
  - vii. Kate Gleason College of Engineering
  - viii. National Technical Institute for the Deaf
  - ix. Saunders College of Business
  - x. School of Individualized Study
- B. There shall be a Community Senator from each of the following student body communities:
  - I. The community including all students that identify as female
  - II. The community including students who are members of Office of Fraternity and Sorority Life recognized Greek organizations
  - III. The community including all Cross-Registered students (NTID/RIT students)
  - IV. The community including all Graduate students
  - V. The community including all those that are first year (year level 1) as defined by the Registrar's Office
- C. There shall be a voting representative (President, Vice President, or their designee upon approval of the Senate Chair) from each of the following Representative Student Organizations (RSOs) who shall abide by these bylaws:
  - I. ALANA Collegiate Association (ACA)
  - II. Global Union (GU)
  - III. NTID Student Congress (NSC)
  - IV. Student Athlete Advisory Committee (SAAC)
  - V. OUTspoken
- D. There shall be non-voting representatives from the Executive Branch
  - I. Student Government Standing Committees:

- a. Academics and Co-Op's
- b. Accessibility
- c. Housing and Dining
- d. Facilities, Parking, and Transportation
- e. Student Affairs
- f. Sustainability
- II. All Current Student Government Ad-Hoc Committees
- III. Student Government Cabinet
  - a. President
  - b. Vice President
  - c. Director of Ethical Governing
  - d. Director of Finance
  - e. Director of Marketing
  - f. Director of Operations
  - g. Director of Student Relations
  - h. Director of Technology Services
- E. There shall be a voting representative from each of the following Governance Groups, whose attendance is non-mandatory for quorum calculations:
  - I. Faculty Senate
  - II. Staff Council
- F. University Council Representation
  - I. Shall be composed of the Student Government President and Vice President, or their designees
  - II. RSO President or Vice President or their designees for each RSO
  - III. Four additional active Student Government Representatives
  - IV. Any unfilled seats shall be filled be a Student Government representative
  - V. Student Government and RSOs combined will have a total of eleven seats on University Council

# **Section 2: Duties of Senators & Voting Members**

A. Shall serve as a liaison between Student Government and their constituencies

- B. Shall attend all Senate meetings (unless excused by the Chair of Senate)
- C. Shall to the best of their ability represent the interests of their constituencies
- D. Shall confirm all appropriate Executive appointments
- E. Shall have the ability to override a Presidential veto by a two-thirds majority vote
- F. Shall abide by all terms agreed upon in their position expectations found in these bylaws and the manual issued by the President and Vice President at the start of their term in office

# **Section 3: Duties of Non-Voting Representatives**

- A. Shall serve as a liaison between Student Government and their respective groups
- B. Shall attend all Senate meetings, unless excused by the Chair of Senate
- C. Shall make timely reports to the Senate

### **Section 4: Voting**

#### A. Quorum

- I. Two-thirds of the student voting members must be present to achieve a quorum for the transaction of business at Senate meetings
- II. A member who is late to the meeting without an excuse will be counted as absent at the discretion of the Senate Chair
- III. Non-student voting representatives (Faculty Senate & Staff Council) do not affect quorum calculations

#### B. Voting Authority

- All resolutions presented before the Senate shall pass by a simple majority unless otherwise specified in the Charter, Bylaws, or Robert's Rules of Order, Newly Revised or subsequent revisions
- II. Each voter outlines above shall receive one vote
- III. The Senate Chair shall have the right to vote only to break a tie
- IV. All voting must take place at a meeting open to the public unless otherwise specified by these bylaws
- V. There shall be no absentee voting of any kind

### C. Delegation of Vote

I. Voters shall have the right to delegate their vote to a member of the

Student Government Bylaws, Page 5

constituency subject to approval by the Senate Chair (known as a proxy)

### D. Voting Session

- The voting session of the Senate shall be during the normal University academic term. No vote may be conducted during University Recess
- II. Voting Sessions shall not be declared during the Summer term

#### **Section 5: Committees**

- A. The Chair for Standing and Ad-hoc committees shall be an individual who has been appointed by the Student Government President or their designee and approved by the Senate
- B. The Chair for Senate committees shall be any member of the committee and established by the committee
- C. Ad-hoc Committees
  - Shall be established by the President or Senate as seen fit
- D. Senate Committees
  - I. Shall be established by the Senate as seen fit
- E. Standing Committees
  - I. Shall be established via a bylaw amendment
- F. Shall prioritize charges assigned by the Student Government Senate
- G. Shall meet regularly during open University sessions, excluding academic recess and Summer term
- H. Committee membership shall be open to all students, faculty, or staff as deemed appropriate by committee chair
- I. The Senate shall have the authority to approve a new committee chair, should the original chair be unable to continue in their role for any reason

# **Section 6: Senate Confirmation of Executive Appointees**

- A. The appointee shall be introduced to the Senate at a regularly scheduled meeting
- B. The appointee shall be confirmed by a majority vote of the Senate
- C. In the event the appointment is not confirmed, a new appointment will be made and presented to the Senate according to the above process
- D. All votes of appointees shall be conducted via closed vote

# **Section 7: Election of Senate President Pro-Tempore**

A. The President Pro-Tempore shall be a current Senator

- B. Nominations for President Pro-Tempore shall occur during the first Senate meeting of the Fall Semester
  - I. Those eligible can nominate themselves or be nominated by others
- C. If there is only one nominee, they shall be elected by a majority vote of the Senate
- D. If there is more than one nominee, the President Pro-Tempore shall be the nominee who receives a plurality of votes cast
- E. The position of President Pro-Tempore shall reside in the name of that Senator and not in the office of the Senator
- F. In the event of a vacancy, the Senate shall elect a new President Pro-Tempore as outlined above

### Section 8: Election and Responsibilities of the Parliamentarian

- A. The position of Parliamentarian may be held by any member of the Senate
- B. Nominations for Parliamentarian shall occur during the first Senate meeting of the Fall Semester
  - I. Those eligible can nominate themselves or be nominated by others
- C. If there is only one nominee, they shall be elected by a majority vote of the Senate
- D. If there is more than one nominee, the Parliamentarian shall be the nominee who receive a plurality of votes cast
- E. The position of Parliamentarian shall reside in the name of that person and not in the office of that person
- F. The Parliamentarian shall become familiar with Robert's Rules of Order Newly Revised, latest edition
- G. The Parliamentarian shall provide the members of Senate with training on simple parliamentary procedure, as necessary
- H. The Parliamentarian shall assist the Chair in meeting preparation when requested
- I. The Parliamentarian shall advise the Chair, when requested on questions of parliamentary procedure
- J. The Parliamentarian shall assist the Chair by keeping track of the order of the meeting and ensuring procedure is followed through motions, amendments, voting, etc.
- K. In the event of a vacancy, the Senate shall elect a new Parliamentarian as outlined above

#### **Section 9: Student Petitions**

A. The student body shall have the right to petition through PawPrints

Student Government Bylaws, Page 7

- I. The Director of Student Relations shall be responsible for reviewing and managing responses/updates to student petitions
- II. Petitions that reach the threshold of 200 signatures must be responded to by Student Government
  - a. Petition responses and charges must be approved by a plurality of votes of the Senate
  - Petitions must be publicly acknowledged as reaching the signature threshold by Student Government, and either charged to a committee or responded to as closed, within 2 Senate meetings of reaching the threshold

#### B. Removal of Petitions

- I. Use of PawPrints falls under the <u>RIT Code of Conduct for Computer</u> and <u>Network Use</u>
- II. The Student Government reserves the right to remove any petition at any time for violating the Code of Conduct. This includes, but is not limited to, creating an intimidating, hostile or abusive environment for any member of the RIT community, or posting of any obscene, defamatory, threatening, or otherwise harassing petitions
  - a. Removal of a petition must be discussed between the President, Director of Student Relations, and Administrative Advisor. The final decision is at the discretion of the President

# **Section 10: Compensation**

- A. Senators and RSO members shall be compensated for Student Government services at the current stipend level, set in conjunction with the Student Employment Office. Any discrepancies will be referred to the Administrative Advisor. A stipend structure shall be presented to the Senate every 3 years for approval. All proposed changes shall be coordinated by the Director of Finance with the Student Government advisors, Finance committee, and the appropriate Center for Campus Life professional staff
- B. If the Senate deems necessary, they may call on the Finance Committee at any time to review the current pay structure and create a proposal to correct any issues present
- C. Any changes to the pay structure must be approved by the Administrative Advisors, Finance Committee, Governance Committee, and Senate

# **Section 11: Impeachment**

A. Presidents, Vice Presidents, Senators, or RSO elected positions must be impeached to be removed from office

B. Impeachment for these positions will follow the procedure as outlined in Appendix F of these bylaws

#### Section 12: Recall

- A. SG President, SG Vice President, and SG Senators are subject to recall amendments as the external method to remove them from office
- B. Recall process for these positions will follow the procedure outlined in Appendix H of these bylaws
- C. Positions not eligible for the Recall process are:
  - a. Greek Senator
  - b. RSO President
  - c. RSO Vice President
  - d. Global Union, Director of Finance

**Article II: Executive Branch** 

### **Section 1: Membership**

- A. President (elected)
- B. Vice-President (elected)
- C. Cabinet (appointed by President and confirmed by Senate)
  - Director of Ethical Governing
  - II. Director of Finance
  - III. Director of Marketing
  - IV. Director of Operations
  - V. Director of Student Relations
  - VI. Director of Technology Services
- D. Standing Committee Chairs (appointed by President and confirmed by Senate)
  - I. Academics and Co-Op's
  - II. Facilities, Parking, and Transportation
  - III. Housing and Dining
  - IV. Student Affairs
  - V. Sustainability

# **Section 2: Qualifications for Appointed Positions**

- A. Shall have completed at least two semesters at Rochester Institute of Technology, as recognized by the University
  - Committee Chairs must have completed at least one semester at Rochester Institute of Technology, as recognized by the University
- B. Shall have a cumulative grade point average of 2.5 or higher
- C. Shall have a last semester (taking full-time load of classes at RIT) grade point average of 2.0 or higher
- D. Shall be in good academic standing
- E. Shall be in good judicial standing
- F. Shall be an enrolled and degree seeking full-time student
- G. Shall be appointed by the incoming President and confirmed by the Senate by a majority of votes cast
  - I. The Director of Operations shall be appointed in conjunction with the calendar year
- H. Shall abide by all terms agreed upon in their position expectations issued by the President and Vice President at the start of their term in office

#### **Section 3: Duties**

A. President

- I. Shall be the Executive Office of the Student Government and must authenticate, by signature, all acts, orders, and procedures of Student Government, and has the power to delegate that authority
- II. Shall have veto power over all Senate legislation
  - a. If legislation is not vetoed within six business days (not including University recess), it shall be considered approved
  - b. A veto shall be in the form of a Letter of Veto to the members of the Senate
  - c. A veto must be over the entirety of a legislative piece and not a subsection or line item
- II. Shall have the ability to authorize financial acts, orders, and procedures for organizations in the event of the absence of the Director of Finance
- III. Shall be an ex-officio member of all Student Government committees
- IV. Shall chair Cabinet meetings
- V. Shall be entitled to act on behalf and in consultation with the Cabinet
- VI. Shall supervise Cabinet members
- VII. Shall be the Student Government liaison to the RIT Administration, Faculty, Staff, and Board of Trustees
- VIII. Shall chair the Student Government Governance Committee or their designee
  - IX. Shall chair the Student Government Global Committee, or their designee
  - X. Shall be responsible for coordinating relations with other college campuses
- XI. Shall oversee the proceedings of the RSOs to ensure their operations are consistent with the Student Government Bylaws
- XII. Will review the bylaws and ensure all proposed amendments to the standing documentation are aligned with parliamentary procedure

#### B. Vice President

- I. Shall chair the Senate and other meetings deemed appropriate by the Senate
- II. Shall supervise the work of Senators
- III. Shall coordinate with the Director of Student Relations to ensure Student Government representatives are present at internal Student Government Committees
- IV. Will review the bylaws and ensure all proposed amendments to the standing documentation are aligned with parliamentary procedure
- C. Director of Ethical Governing

- Shall assist in the creation of a Student Government Leadership Administration that enables and maintains inclusivity and allyship for all Student Government members
- II. Shall facilitate conflict resolution, if they arise, within the Student Government Leadership Administration
- III. Shall be a liaison between Student Government, the Division of Diversity and Inclusion, Division of Student Affairs, and the community and implement diversity, equity, and inclusion educational initiatives to support the development of a diverse and inclusive organization
- IV. Shall provide information about resources available at RIT and the community
- V. Shall provide updates to Cabinet in weekly meetings about the current state of the Student Government Leadership Administration regarding diversity, equity, and inclusion

#### D. Director of Finance

- I. Shall authenticate, by signature, all financial acts, orders, and procedures of the Executive Branch, Senate, and Finance Committees
- II. Shall chair the Finance Committee and advise the Greek Finance Committee
- III. Shall approve all Student Government purchases in conjunction with the Administrative Advisors

#### E. Director of Marketing

- I. Shall hire, supervise, and coordinate the Marketing team
- II. Shall oversee communications published by Student Government
- III. Shall oversee usage and modification of the Student Government Logo as described in Appendix G of these bylaws
- IV. Shall be a standing member of the Technology & Marketing Partnership Committee or their designee

#### F. Director of Operations

- Shall make all Student Government bylaws and digital media available to students
- II. Shall ensure the distribution of weekly minutes of all Senate, Cabinet, and Senator Meetings within 1 week following the meeting time
- III. Shall be responsible for recording and filling all Student Government resolution documents
- IV. Shall work with RIT Archives to ensure all Student Government related information is up to date
- V. Shall be responsible for setting up and overseeing the process for the transitioning of administrations within Student Government
- VI. Shall oversee the coordination of all internal Student Government events
- VII. Shall oversee and manage Student Government representatives for all external University Committees, including membership and attendance
- VIII. Shall ensure quorum is met at Senate

#### G. Director of Student Relations

- Shall represent the student body by advocating for students and student groups
- II. Shall be knowledgeable of University Policies and Procedures
- III. In the event of a Senator vacancy, they will advocate (non-voting) on behalf of that Senator's constituency until the position is filled
- IV. Shall oversee the work of all internal Student Government Committees
- V. Shall be responsible for managing updates and responses to all petitions that have reached the signature threshold

#### H. Director of Technology Services

- I. Shall hire, supervise, and coordinate the Technology Services Team
- II. Shall oversee content published on Student Government websites
- III. Shall be a standing member of the Technology & Marketing Partnership Committee or their designee

#### I. Standing Committee Chairs

- I. Shall chair a standing legislative committee
- II. Shall report to the Director of Student Relations
- III. Shall be a non-voting member of Senate as a representative of the Standing Committee, or their designee as approved by the Chair of the Senate
- IV. Shall be responsible for ensuring Student Government representatives are present at internal Student Government Committees
- V. Shall follow committee guidelines outlined in these bylaws

#### **Section 4: Removal from Office**

A. A Cabinet member or committee chair may be removed from office for subsequent failure to meet qualifications or position expectations. Such action shall be initiated by the President, in accordance with NYS fair labor laws, provided written notification of removal is given to the member

#### **Section 5: Executive Committees**

- A. Elections Committee
  - i. Shall report to the Student Government Senate regarding Spring elections
  - ii. Veto power of Elections Committee decisions shall reside with the Governance Committee by a majority vote
  - iii. Shall facilitate the election procedure for SG Senators, SG Presidents, SG Vice Presidents, RSO Presidents, and RSO Vice Presidents during the Spring semester as outlined in Appendix C of the bylaws
  - iv. Shall ensure all candidates are compliant with elections rules and enforce sanctions as outlined in the Standing Rules of Elections
  - v. Shall review Appendix C of the bylaws at the first meeting held each Semester and propose any changes to the Senate
  - vi. Shall be chaired by a non-voting member and consist of 5 other voting members and 3 alternates appointed by the current SG President and approved by the Governance Committee and the Senate
    - i. Alternate members shall only serve in the event of a vacancy and shall serve in order in which they were appointed
  - vii. In the event of a tie vote, the chair shall serve as the deciding vote
  - viii. Members of the committee are ineligible to serve in elected and appointed positions for the Fall semester, even after Committee duties have been fulfilled
  - ix. Shall meet during the Spring semester during open University sessions
- B. Finance Committee

- i. Shall define, maintain, and supervise finance policies for all organizations that receive Student Activities Fees in accordance with University policy
- ii. Shall make decisions on Requests for Funds
- iii. Shall follow the operating procedures outlined in Appendix A of the bylaws

#### C. Global Committee

- i. Shall report to Senate regarding RIT Global Campuses
- ii. Shall contain at most 2 designees from each RIT degree-granting institution

#### D. Governance Committee

- i. Shall report to the Student Government Senate regarding Fall elections
- ii. Veto power of Governance Committee decisions shall reside with the Student Government Senate by a majority vote
- iii. Shall oversee the updating and changes of Student Government Bylaws and Charter, subject to Senate approval
- iv. Shall serve as an open forum for leadership discussions between Student Government and RSOs
- v. Shall be composed of the SG President (or their designee) and one RSO representative (President, Vice President or their designee as approved by the Chair of Governance Committee) from each RSO
- vi. All members of the committee are ineligible for appointment in the Elections committee for the active election term

#### E. Technology & Marketing Partnership Committee

- Director of Technology Services shall report to Cabinet and Senate on issues handled with representatives from ITS and ATC
- ii. This committee shall be composed of the Director of Technology Services, Director of Marketing, SG President or their designee, an administrative advisor, members of ATC, and ITS

### **Section 6: Compensation**

A. The President, Vice President, Cabinet Members, Standing Committee Chairs, and Elections Committee Chair will be compensated at the current stipend level set in conjunction with the Student Employment. Any discrepancies will be referred to the Administrative Advisors

# **Article III: Elections and Eligibility**

### **Section 1: Candidate Eligibility**

- A. Each candidate must have fulfilled two academic semesters at RIT and one semester in their respective constituency group or college by the end of the current semester
  - The Graduate and NTID (when filled during the Fall) and the First-Year Senator positions are exempt from the two academic semester minimum
  - II. Exceptions to the one semester in their respective constituency group are Women's Senator and Representative Student Organizations
- B. Each candidate must be a full-time student
- C. Each candidate must have a cumulative GPA of 2.5 or higher
  - I. Any candidate who drops below this after being elected is subject to removal
- D. Each candidate must have a last semester (taking full-time load of classes) grade point average of 2.0 or higher
- E. Each candidate must be in good standing with RIT as prescribed by the Student Code of Conduct
- F. Each candidate must be able to fulfill the complete term for the position they are running for
  - Candidates must not be going on long-term study abroad or on co-op for the duration of the academic year (Fall and Spring semesters) during their term
- G. Individuals may run as a candidate for one combined position in SG and RSO's
  - I. Individuals may petition for candidacy for multiple positions
- H. Each candidate must follow specific position eligibility and elections procedure as described in the Appendix C of the bylaws

# **Section 2: Spring Elections Procedure**

- A. The elections for SG Senators, SG Presidents, and SG Vice Presidents will be held during the Spring Semester at the end of each academic year
- B. The elections shall be overseen by the Elections Committee, as defined in Appendix C of the bylaws

- C. Voting in these elections shall be open to all enrolled RIT students. Students may vote for one candidate for each position they are a direct constituency for
  - I. Students may choose to abstain from any ballots that they are eligible to vote in. Abstentions shall not count as negative votes
- D. In the event of a tie, the current Senate will vote to break the tie in a closed ballot
  - I. All representatives listed on the ballot are ineligible to vote
- E. Positions following this procedure:
  - I. SG President and Vice President must run on the same ticket
  - II. Academic College Senators
  - III. Community Senators
    - i. Not including First-Year Senator
  - IV. RSO Presidents and Vice Presidents must run on the same ticket

### **Section 3: Unfilled President and Vice President positions**

- A. If the SG President and Vice President positions remain unfilled at the end of the Spring election cycle, the Senate shall appoint an interim President and Vice President, confirmed by a two-thirds majority vote of the Senate
  - I. The interim candidates must satisfy the eligibility requirements as outlined in Article III, Section 1 of these bylaws
- B. In the event any RSO President and Vice President positions remain unfilled at the end of the Spring election cycle, said RSO's representative body, as outlined by their bylaws, shall, pending confirmation by a two-thirds majority vote from the Senate, appoint an interim President and Vice President
  - The interim candidates must satisfy the eligibility requirements as outlined in Article III, Section 1 of these bylaws
- C. Interim positions shall remain in office until the position is officially elected in the Fall semester, following the Fall Elections Procedure outlined in Article III, Section 4 of these bylaws
  - I. Any person holding an interim position shall have the option to officially run for the position during the Fall elections

- D. Interim positions shall hold all their powers of their office
  - I. Any executive branch appointments (Cabinet, Committee Chairs, and Senators) made by the interim President shall be confirmed by the officially elected President in the Fall semester
  - II. Should an executive branch appointment, not be confirmed, the position will become vacant
  - III. Vacant executive branch positions shall be filled by an appointment of the officially elected President, and confirmed by a majority vote of the Senate

### **Section 4: Appointment Procedure**

- A. All appointments must be presented to the Senate in a timely manner
- B. The candidates will be appointed by the SG President and Vice President, approved by Governance Committee, and approved by the Senate
- C. Any unfilled position from the previous Spring semester will follow this procedure
  - I. While following the Appointment procedure, the filling of vacancies shall concur with executive branch appointments in the Spring, following the Spring elections
- D. Senate will vote on candidates for each position brought forth by the President and Vice President
  - I. Each candidate chosen to come forward will be chosen based on a selection process by the President and Vice President
    - For RSO Fall Elections, the selection process must involve participation from the specific RSO's representative body, as outlined by their bylaws
  - II. Each candidate will be given equal time to present their platform to Senate as deemed appropriate by the Chair of the Senate
  - III. The Senate shall be given the opportunity to ask questions of the candidate as deemed appropriate by the Chair of the Senate
  - IV. Voting shall take place by closed ballot and a plurality vote shall win
- E. In the event the Senate deems no candidate is fit for the position, the elections will be reopened for that position at the discretion of the governance committee
  - I. "Senate deems no candidate is fit" shall mean the plurality of votes is "No"
- F. Each candidate must follow the guidelines prescribed by Appendix C of the

bylaws

- G. Positions following this procedure:
  - I. First-Year Senator
  - II. Any unfilled position from the previous Spring Election
    - a. Only applicable if the position was not filled during the executive branch appointment period following the Spring Election
  - III. In the case of an unfilled vacancy, the President may suggest waiving certain criteria on need or demand which will be explored and advised by the Governance Committee. Formal approval from Senate is required before any candidate can be voted on
  - IV. Exceptions stated in Article III, Section 1 apply

# **Article IV: Senate Meetings**

### **Section 1: Method of Assembly**

A. All Senate meetings shall be open and publicized to the RIT community, except for a closed session deemed appropriate by the Senate Chair

# **Section 2: Frequency of Meetings**

- A. The Senate shall meet at least once a week at a regularly scheduled meeting time, excluding University recess and Summer term
- B. Meeting may be canceled at discretion of the Senate Chair

#### Section 3: Rules of Order

A. In its deliberations, the Senate shall be guided by Robert's Rules of Order, Newly Revised and subsequent revisions, unless otherwise specified by the Charter, Bylaws, or the Standing Rules

# **Article V: Filling of Vacancies**

#### **Section 1: Succession**

- A. The line of succession to the Presidency shall be:
  - a. President
  - b. Vice President
  - c. President Pro-Tempore
  - d. Thereafter, the succession shall be decided upon by the voting members of the Senate

### **Section 2: Temporary Vacancy in the Legislative Branch**

- A. The Senator shall appoint a member of their constituency to act on their behalf subject to Senate Chair approval.
- B. If the senator fails to appoint a member of their constituency, the Director of Student Relations or their designee shall speak on behalf of the Senator's constituency
- c. If a Senate seat is vacant for three weeks in a year without just cause, the respective Senator shall be subject to Impeachment

# **Section 3: Temporary Vacancy in the Executive Branch**

A. In the event of a vacancy that is known to be temporary, the President or their designee shall assume the duties of the vacant office

# **Section 4: Permanent Vacancy in the Legislative Branch**

- A. Academic and Community Senators shall be replaced through appointment by the Vice President, subject to confirmation of the Senate
- B. RSO representatives shall be replaced in accordance with their organizational bylaws, subject to confirmation of the Senate
- C. If the Senate fails to ratify a nominee, the vacant position will remain vacant until the next election cycle, at the discretion of the Senate

# **Section 5: Permanent Vacancy in the Executive Branch**

A. In the event of any vacancy in the Executive Branch, the President shall appoint a person to fill the vacancy, which shall be subject to ratification by the Senate

#### **Section 6: Simultaneous Vacancies in the Executive Branch**

- A. In the event of simultaneous permanent vacancy of the Presidency and Vice Presidency, the President Pro-Tempore will assume the Presidency. The Senate will be required to elect a Vice President Pro-Tempore who will assume the Vice Presidency
- B. In the event of a permanent vacancy of the Presidency, and a temporary vacancy of the Vice Presidency, the President Pro-Tempore will assume the Presidency, and the Senate will be required to appoint a Vice President Pro-Tempore who will assume the Vice Presidency
  - I. When the elected Vice President returns, they shall assume the Presidency, and the President Pro-Tempore shall assume the Vice Presidency, until the new President nominates a Vice President to be confirmed by the Senate. Once that confirmation occurs, the Vice President Pro-Tempore will relinquish the Vice Presidency
- C. In the event of a temporary vacancy of the Presidency, and a permanent vacancy of the Vice Presidency, the President Pro-Tempore shall assume the Presidency, and the Senate will be required to appoint a Vice President Pro-Tempore who will assume the Vice President
  - I. When the elected President returns, they shall resume the Presidency, and the President Pro-Tempore shall assume the Vice Presidency. The Vice President Pro-Tempore will relinquish the Vice Presidency. The President Pro-Tempore shall serve in the capacity of Vice President until the President nominates and gets confirmation of a new Vice President
- D. In the event of a temporary vacancy of the Presidency and Vice Presidency, the President Pro-Tempore shall assume the Presidency and the Senate will be required to appoint a Vice President Pro-Tempore who will assume the Vice Presidency
  - I. When the elected officials return, they shall assume their original offices and the President Pro-Tempore, and Vice President Pro-Tempore shall relinquish their offices. The President Pro-Tempore shall resume their duties as President Pro-Tempore

# **Article VI: Hazing**

### **Section 1: State Law**

A. In accordance with New York State law and University Policy, neither Student Government, nor any organization it recognizes, shall engage in any hazing of any kind

# **Section 2: Failure to Comply**

A. Failure to comply with the above will result in possible revocation of recognized status in the case of a recognized group, or possible impeachment for all parties involved in the case of the Student Government Executive or Legislative Branch

# **Article VII: Amendments**

### **Section 1: Origination from the Senate or Executive Branch**

A. Any amendment originating from the Senate or Executive Branch shall follow the procedures outlined in Robert's Rules of Order. Notification of the proposed amendment must appear in an official Student Government media outlet during the week of tabling or before

# **Section 2: Originating from the Students**

A. Any amendment from the students not in Student Government must be presented in written form with reasons for the amendment to the Senate Chair accompanied with signatures from a petition (200 total). Once submitted to the chair, the bylaw amendment shall be heard by the Senate according to the procedure in Robert's Rules of Order

# **Article VIII: New Senate Positions**

# **Section 1: New Colleges**

A. In the event of the establishment of a new College at RIT, a Senator position will be created for such College at the discretion of the Senate with appropriate budget adjustments. Election of the new Senator shall be coordinated by Governance Committee

#### **Section 2: Other**

A. Additional seats to the Senate must be approved through the Amendment Process, outlined in Robert's Rules of Order

# **Appendices**

**Appendix A: Standing Rules of the Finance Committee** 

Appendix B: Center for Campus Life, Student Organization Recognition

**Guidelines** 

**Appendix C: Standing Rules of the Election** 

**Appendix D: Standing Rules of the RSO Budget Review Process** 

**Appendix E: Standing Rules of the Greek Finance Committee** 

**Appendix F: Impeachment** 

**Appendix G: Student Government Logo** 

**Appendix H: Recall Amendments**