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THE UNIVERSITY OF TENNESSEE



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**STUDENT GOVERNMENT ASSOCIATION CONSTITUTION
THE UNIVERSITY OF TENNESSEE**

PREAMBLE

We, the students of The University of Tennessee, desiring to provide a means for responsible and effective student participation in the organization and in the operation of student affairs; to provide a forum for the expression of student views and interests; to maintain academic freedom, academic responsibility, and student rights; to improve student culture, social, and physical welfare; to develop better student educational standards, facilities, and teaching methods; to help promote national and international understanding and fellowship at the student level; to organize and mobilize student involvement in seeking solutions to the serious problems facing the community, the nation, and humankind; and to promote the recognition of student's rights and responsibilities to the university, the community, and humanity; do hereby establish this Constitution of the Student Government Association at The University of Tennessee.

**ARTICLE I
SUFFRAGE AND MEMBERSHIP**

Every student of The University of Tennessee, shall be a member of the Student Body and shall enjoy equal rights of suffrage under this government.

Membership in the Student Government Association shall be open to all students regardless of race, sex, handicap, or national origin.

All representatives of the Student Government Association are to be full-time students in good academic standing at the time of election or appointment and during the term of office.

**ARTICLE II
STUDENT GOVERNMENT ASSOCIATION EXECUTIVE COMMITTEE**

Section 1. The membership of the Executive Committee of the Student Government Association shall consist of the President; Vice President; Secretary-Treasurer; Historian; President of the Graduate Student Senate; Director of Student Services Committees; Chairperson of the Freshman Council; the City of Knoxville Liaison (CoKL); Webmaster; Senate Chairperson; Chief of Staff; and the Board of Trustees Student Representative or Tennessee Higher Education Commission (THEC) Student Representative when these positions are at the Knoxville campus.

Section 2. The Executive Committee shall serve as the coordinating body of communication and cooperation among the various branches and among the various student organizations of the university.

Section 3. The Executive Committee shall:

- A. Make recommendations on activities undertaken by the Student Government Association or by any of its committees.

- B. Review the Student Government Association budget for submission to the Student Senate, which will have the power to reject and amend items.

ARTICLE III OFFICER VACANCIES

Section 1. Should the office of President of the Student Body become vacant, the Vice-President of the Student Body shall succeed to the Presidency until the next general election, when a new President is to be chosen. The Senate Chairperson shall then succeed to the Vice Presidency and accept all responsibilities therein, including that of being President of the Student Senate.

Section 2. Should the office of Vice-President of the Student Body become vacant, the Senate Chairperson of the Student Senate shall succeed to the Vice Presidency and accept all responsibilities therein, including that of being President of the Student Senate.

Section 3. Should the office of President of the Graduate Student Senate become vacant, the Vice-President of GSS shall succeed to the Presidency and accept all responsibilities therein. The GSS shall then select a new Vice-President as outlined in the GSS Bylaws.

Section 4. Should the office of Secretary-Treasurer of the Student Government Association become vacant, the President shall make a new appointment subject to approval by the Student Senate.

Section 5. Should the office of Director of Student Services Committees become vacant, the President of the Student Body shall make a new appointment subject to approval by the Student Senate.

Section 6. Should the office of Historian of the Student Government Association become vacant, the President of the Student Body shall make a new appointment subject to approval by the Student Senate.

Section 7. Should the office of CoKL of the SGA become vacant, the President of the Student Body shall make a new appointment subject to approval by the Student Senate.

ARTICLE IV EXECUTIVE BRANCH

Section 1. All executive powers herein granted shall be vested in the President and Vice-President of the Student Body, who shall be elected by the student body concurrently with the Student Senate, and Graduate Student Senate.

Section 2. The chief executive officer of the Student Government Association shall be the President of the Student Body. He/She shall have the power:

- A. To represent the interests, concerns, and needs of the student body.
- B. To appoint temporary committees and executive assistants, as he/she deems necessary to the executive branch, and to abolish such bodies and assistants at his/her discretion.
- C. To see that the enactments of the Student Senate, the Graduate Student Senate, and the Freshman Council are properly communicated with the UT Community.
- D. To veto those enactments of the Student Senate, the Graduate Student Senate, and the Freshman Council to which he/she takes strong exception. At the following respective meeting, he/she must return the enactment with a written message explaining his/her reasons for the action. A vote of two-thirds of the number present at the meeting--provided a quorum is met--will override a veto.
- E. To call special meetings of the Student Senate, and the Graduate Student Senate.
- F. To appoint a Secretary-Treasurer of the Student Government Association, SGA Webmaster, and a Director of the Student Services Committees for approval by a majority of the number present at a Student Senate meeting provided a quorum is met.
- G. To appoint student representatives to all campus-wide and Faculty Senate committees, except where the appointments are made through a screening process, or

the Graduate Student Senate President. All such appointments shall be approved by a majority of the number present at a Student Senate meeting, provided a quorum is met.

H. To appoint an Election Commissioner(s), an Ethics Committee Chairperson, and an Ethics Committee member. These appointments must be approved by a majority of the number present at a Student Senate meeting provided a quorum is met.

I. To coordinate the Student Services Committees. He/She shall:

Appoint the directors of the various Student Services committees, service organizations, and boards with the approval of a majority of the number present at a Student Senate meeting. Removal of directors shall be done by executive privilege at the discretion of the President.

J. To screen and hire the SGA secretary, in conjunction with the Office of the Dean of Students.

K. To serve as chairperson of the Student Government Association Budgetary Review Board and be responsible for overseeing the meetings of this board.

Section 3. The Vice President of the Student Body shall:

A. Serve as the President of the Student Senate,

B. Coordinate personnel training including orientation, and skill development training for Student Senators.

C. Make reports to and assist the President.

D. Create and dissolve, with the approval of a Senate majority, any Senate committees and commissions that he/she deems necessary.

E. Serve as a voting member of the SGA Executive Committee.

F. Have the power to call a special meeting of the Student Senate.

G. Perform any additional duties, subject to this Constitution, its Amendments and the Bylaws of the SGA.

H. Serve as the advisor to the Freshman Council.

Section 4. Election of the President and Vice President of the Student Body shall be conducted as outlined in the Election Rules and Procedures as approved by a majority vote of the Student Senate.

Section 5. The President of the Student Body or the Vice President of the Student Body may be removed for blatant neglect of duty, disregard of U.T. rules and regulations, malfeasance violation and disregard of SGA directives and/or willful and intentional violation of the SGA Constitution and/or the Bylaws of the Student Senate, the Graduate Student Senate and/or the Freshman Council. To remove the President or the Vice President:

A. A written request must be filed with the Student Government Association Advisor by either of the following:

1. Three members of the Student Senate, or the Graduate Student Senate, or;

2. A petition signed by 10% of the number of people who voted in the immediately preceding election.

B. A vote must be taken at two successive regular Student Senate meetings. An affirmative vote of a majority of the number present at these meetings is necessary for removal.

C. Appeals may be made before the Student Tribunal.

Section 6. The Secretary-Treasurer of the Student Government Association shall:

A. Be responsible for making regular Treasurer's reports to the Student Senate, Such reports shall include the current status of both of the SGA Budget and the SGA Discretionary Funds.

B. Prepare financial summaries at the beginning and ending of each fiscal year to file in the Student Government office.

C. Publish an SGA Newsletter.

D. Maintain a current list of all student organizations.

E. Oversee the publication of Tennessee 101.

Section 7. The Historian of the Student Government Association shall:

A. Be appointed by the President for a term beginning on the first day of classes in the spring semester and ending on the last day of classes in the following fall semester.

- B. Have served at least one semester, before taking office, in one or more of the following positions: a voting member or officer of the Student Senate, Graduate Student Senate, or Freshman Council; a member of the Executive Committee; a member of the Student Services staff.
- C. Be responsible for maintaining and updating the general history of the Student Government Association.
- D. Be responsible for completing the yearly history of the Student Government Association during the academic year in which he/she was appointed, and begin compiling all necessary material for the yearly history of the following academic year in which he/she completes the term of office.
- E. Assist the transition between student government administrations and lend experience to the Executive Committee during his/her second semester in office.
- F. Coordinate the accurate record keeping of the branches within the Student Government Association.
- G. Help keep and be familiar with the files of the members of the Executive Committee.
- H. Attend at least two (2) meetings per semester of the Student Senate, Graduate Student Senate, Freshman Council, and Student Services staff.
- I. Appoint a Chairperson and oversee the activities of the Traditions Committee whose duties will be:
 1. To plan a University History Week in conjunction with the anniversary of the University's founding.
 2. To plan events promoting and encouraging the preservation of University traditions.
- J. Act as the official Student Government Association photographer when needed.

Section 8. The CoKL of the SGA shall:

- A. Act as the official liaison between the Student Government Association and the Knoxville City Council
- B. Be responsible for attending all Knoxville City Council Meetings as well as and other city or university-related commissions or boards as deemed necessary by the Executive Committee
- C. Be a standing member of the Government Affairs Committee of Student Services
- D. Be responsible for reporting to the Student Senate on these activities

Section 9. The Chief of Staff of the SGA shall:

- A. Be appointed by the President of the Student Government Association.
- B. Coordinate the special activities of the Student Government Association as may be assigned by the President
- C. Aid the President and other Executive Officers in the fulfillment of their duties and responsibilities.
- D. Serve as the liaison with student government at other colleges and universities for research purposes and general communication.

Section 10. The Webmaster of the SGA shall:

- A. Be appointed by the President of the Student Government Association.
- B. Be responsible for updating and maintaining the SGA website, including posting meeting minutes and legislation.

Section 11. The Secretary-Treasurer, Historian, Chief of Staff, Director of Student Services, and City of Knoxville Liaison of the Student Government Association may be removed for blatant neglect of duty, disregard for UT rules and regulations, malfeasant violation and disregard for SGA directives and for willful and intentional violation of the SGA Constitution.

- A. To remove the Secretary-Treasurer or the Historian, Chief of Staff, or Webmaster::
 1. A written request must be filed with the Student Government Association advisor by two (2) members of the Executive Committee.
 2. A unanimous affirmative vote of the Executive Committee must be taken, not including the person in question.
 3. A vote must be taken at one regular Senate meeting. An affirmative vote of a majority of the number present at these meetings is necessary for removal.

4. Appeals may be made before the Student Tribunal.
- B. To remove the Director of Student Services:
 1. A written request must be filed with the Student Government Association Advisor by two (2) members of the Executive Committee or by three (3) of the Student Services staff.
 2. A unanimous affirmative vote of the Executive Committee must be taken not including the Director of Student Services.
 3. A vote must be taken at one regular Senate meeting. An affirmative vote of a majority of the number present at these meetings is necessary for removal.
 4. Appeals may be made before the Student Tribunal.

ARTICLE V STUDENT SENATE

Section 1. The Student Senate shall be composed of both academic and residential senators who will participate in the establishment of policies and regulations regarding areas of primary interest to student members of the University community. Such issues may include those related to the regulation of student conduct, student housing, food services, student activities and organizations, non-academic student facilities, the establishing of disciplinary and appeal procedures and matters relating to the academic concerns of the students. These decisions will be made in consultation with and subject to final actions and decisions by the Chancellor of the Knoxville Campus, President, and the Board of Trustees of the University of Tennessee. The Student Senate has the authority and responsibility:

- A. To approve by a majority of the number present at a Student Senate meeting all directors of Student Services committees as recommended by the President of the Student Body.
- B. To approve by a majority of the number present at a Student Senate meeting all appointed officers; and heads of those standing committees, agencies and boards provided for in the Student Senate Bylaws.
- C. To have the power to remove the President and/or Vice President of the Student Body; to remove a Senator; and to remove officers approved or elected by the Senate. Removal of Senate approved or elected officers, and recommendation of removal shall follow the procedures outlined in the Student Senate Bylaws.
- D. To adopt and amend the Bylaws of the Student Senate as provided for in this Constitution.
- E. To approve the appointments of Election Commissioner, Ethics Committee Chairperson, the Election Commission, the Ethics Committee, and the Election Rules Revision.
- F. To nominate individuals for the CoKL of the Student Government Association in cooperation with the Graduate Student Senate at the second joint meeting of the term of both branches on the fourth Tuesday of April.

Section 2. The Steering Committee of the Student Senate shall consist of the Vice-President of the Student Body, the Senate Chairperson, the Secretary, the Parliamentarian, and four members at-large appointed by the Vice-President and approved by a majority vote at a regular Senate meeting.

Section 3. Representation on the Student Senate shall be composed of representatives elected by geographical districts and by all of the undergraduate academic units of the University; the Chairperson of the Freshman Council, the Director of Student Services, the President of the Graduate Student Senate, and two transfer students selected by a screening committee. Senators shall be apportioned as stated in the Student Senate Bylaws.

Section 4. Election of officers of the Student Senate shall be conducted as outlined in the Student Senate Bylaws. Election of Senators shall be conducted according to the regulations set forth in the SGA Election Rules and Procedures, as adopted by the Student Senate.

Section 5. Removal of any Student Senator shall be conducted as outlined in the Student Senate Bylaws.

Section 6. At least ten regular Senate members must be present during the summer for the Senate to conduct business. During the summer meeting the Senate Bylaws may not be amended unless two-thirds of the regular Senate is present at two consecutive meetings.

Section 7. The Student Senate shall maintain a set of Bylaws, which will specify the procedures necessary for the execution of authorities provided in this article.

Section 8. No material under this Article shall be amended without the approval of two-thirds of the number present at two successive Student Senate meetings.

ARTICLE VI GRADUATE STUDENT SENATE

Section 1. The Graduate Student Senate shall represent the student body in all matters relating to the concerns of graduate and advanced professional students. The GSS shall participate in the establishment of policies and regulations relating to the graduate program, in consultation with and subject to the final approval of the Dean of the Graduate School, the Chancellor of the Knoxville campus, the President and the Board of Trustees of the University of Tennessee. The GSS shall also make recommendations to appropriate decision-making officers in matters concerning graduate and advanced professional students.

Section 2. The President shall be the chief executive officer of the GSS and shall preside at GSS meetings. He/She shall:

A. See that the enactments of the GSS are faithfully executed.

B. Perform any additional duties, subject to this Constitution, its Amendments, and the Bylaws of the GSS.

Section 3. Representation on the Graduate Student Senate shall be composed of representatives from each college, school, or other academic unit of the University of Tennessee, offering graduate or advanced professional degree programs. For the purpose of GSS representation only, graduate and advanced professional students in intercollegiate programs shall be assigned to the college, school, or other academic unit which most directly affects their intercollegiate program. The apportionment of representatives shall be as provided in the Graduate Student Senate Bylaws.

Section 4. The President, Vice President, and representatives of the Graduate Student Senate shall be elected during the SGA Elections by the graduate and advanced professional students of the University of Tennessee. The Secretary of the Graduate Student Senate shall be selected according to the GSS Bylaws.

Section 5. To nominate individuals for the CoKL of the Student Government Association in cooperation with the Senate at the first joint meeting of the term of all two branches on the second Tuesday of April, and to elect the CoKL of the Student Government Association in cooperation with Senate at the second joint meeting of the term of all two branches on the fourth Tuesday of April.

Section 6. Removal of any Graduate Student Senate member shall be conducted as outlined in the GSS Bylaws.

Section 7. At least ten regular GSS members must be present during the summer for the GSS to conduct business. During the summer the GSS Bylaws may not be amended unless two-thirds of the regular GSS is present at two successive meetings.

Section 8. The Graduate Student Senate shall maintain a set of Bylaws, which will specify the procedures necessary for the execution of authorities provided in this article.

Section 9. No material under this Article may be amended without the approval of two-thirds of the number present at two successive Graduate Student Senate meetings.

ARTICLE VII FRESHMAN COUNCIL

Section 1. The Freshman Council shall represent the needs and interests of first-time students at The University of Tennessee. All decisions will be made in consultation with and subject to final actions and decisions by the Chancellor of the Knoxville campus, President, and the Board of Trustees of The University of Tennessee. The Council has the authority and responsibility to:

- A. Update, edit, and re-circulate the freshman help booklet.
- B. Establish committees, other than the Standing Committees, that the Council deems necessary.
- C. Elect officers consisting of a Chairperson, Vice-Chairperson, Secretary, and Parliamentarian.

Section 2. The membership of the Steering Committee shall consist of the Chairperson, Vice-Chairperson, Secretary, and Parliamentarian of the Freshman Council. The Chairperson of the Freshman Council shall be a full voting member of the Student Senate.

Section 3. Membership on the Council must fall within the parameters of:

- A. Member must be a first-time freshman
- B. Member must be a full-time student attending the University of Tennessee
- C. Membership shall not exceed the limit of forty members, not drop below a limit of thirty-five members.

Section 4. The application and screening process shall be governed within the guidelines of the Freshman Council Bylaws. The Vice President of the Student Body shall have jurisdiction over the application and selection process.

Section 5. The Vice President of the Student Body shall be the advisor of the Freshman Council.

Section 6. Election of officers of the Freshman Council shall be conducted as outlined in the Freshman Council Bylaws

Section 7. The Freshman Council shall maintain a set of Bylaws, which will specify the procedures necessary for the execution of authorities provided in this article.

ARTICLE VIII STUDENT SERVICES

Section 1. All Service functions of the Student Government shall be vested in the Student Services (SS).

- A. The Student Services shall receive a budget for each fiscal year to go towards Student Services funds. A budget proposal shall be submitted prior to the first Student Senate meeting. The proposal shall be open to friendly amendments and must be approved at the first Student Senate meeting of the Fall semester.
- B. The Student Services staff shall be composed of the following:
 - 1. A Director charged with assisting the President with organizing and directing the duties of the Student Services committees. The Student Services Director (SSD) shall:
 - a. Serve as a Student Senator with full voting and legislating rights.
 - b. Serve as a voting member of the SGA Executive Committee
 - c. Submit a SS Budget Proposal before the beginning of the Fall semester to the Student Senate
 - d. Review requests for SS funds from the SS committees
 - e. Cast a deciding vote in the event of split vote amongst the SS committees
 - f. Designate an application deadline at the beginning of the Fall and Spring Semesters, respectively, and shall match applications to committees in accordance with applications preferences
 - g. Designate the appropriate for SS committee meeting times to be submitted prior to the beginning of the following semester.
 - 2. An Associate Student Services Director (ASSD), who shall be appointed by the President of the SGA subject to a majority vote of approval of the Student Senate. The ASSD shall:
 - a. Attend two of each of the SS Committees' meetings each semester

- b. Attend Student Senate meetings in the event that the SSD is unable to attend.
 - c. Be responsible for any other functions deemed necessary by the SSD
3. A Secretary/Treasurer who shall be appointed by the President of SGA subject to a majority vote of approval by the Student Senate. The Secretary/Treasurer shall:
- a. Maintain all records of the SS committees
 - b. Assist the SSD and ASSD
 - c. Monitor the status of the SS funds
 - d. Report the status of SS funds at each SS bi-weekly Directors' meeting
4. The various Directors and Associate directors that the President appoints to head each committee. The Directors and Associate Directors shall:
- a. Attend by-weekly meetings and shall be removed from their positions in the event that they miss more than two meetings a semester.
 - b. Hold at least by-weekly committee meetings
 - c. Present progress on their individual committee projects at each bi-weekly meeting
 - d. Facilitate at least one committee project a semester
 - e. Complete at least one committee project a semester
 - f. Compile minutes from committee meetings to be submitted to the SS Secretary/Treasurer
- C. The Student Services shall:
- 1. Select any full-time students who applies for SS for committee membership for the duration of their academic year
 - 2. Raise appropriate discretionary funds and spend those for any purpose the SS may deem proper
 - 3. Institute and carry out such programs and policies that it deems necessary for implementation of its own functions
 - 4. Approve allocations of SS funds by a majority vote of the SS committees including the SS Executive committee (the SSD, ASSD, and Secretary/Treasurer) of which each committee shall have a singular representative vote after the review of the SSD
- D. The SS committee members shall:
- 1. Attend Bi-weekly meetings and shall be removed from their positions in the event that they miss more than two meetings a semester
 - 2. Present progress on committee projects if deemed necessary by the committee Director or an Associate Director
 - 3. Elect a least one Associate Director one month prior to the end of the Spring Semester for the following year

Section 2. Student Services shall maintain a set of Bylaws, which will specify the procedures necessary for the execution of authorities provided in the article

Section 3. No material under this Article shall be amended without the approval of two-thirds of the Student Services Committees

ARTICLE IX

TERM OF OFFICE AND ELECTIONS

Section 1. Except as otherwise provided in this Constitution, all elected, or otherwise chosen members of the Student Government Association shall serve concurrent one year terms that begin and end in relation to the dates of the SGA Election Rules and Procedures..

Section 2. The Student Government Association elections shall be held during the Spring semester each year with the specific dates to be determined by the Election Commission.

- A. The SGA Elections shall be governed by the SGA Elections Rules and Procedures, to be adopted by the Student Senate by the last meeting of the fall semester of the Student Senate.

B. The persons charged with executing the SGA Elections Rules and Procedures shall be the Election Commissioner and the Assistant Election Commissioners, to be appointed by the President of the Student Body and approved by the Senate by the last meeting of the Spring semester of the Student Senate.

C. All disputes regarding the SGA Elections and SGA sponsored debates between candidates running in said elections will be under the jurisdiction of the Ethics Committee. The seven members of the Ethics Committee shall be appointed by the following subject to a majority vote of approval by the Student Senate at a regular or special Student Senate meeting prior to the SGA elections:

1. President of the Student Body shall appoint three members, one of which will be the Chairperson;
2. Vice President of the Student Body shall appoint two members;
3. President of Graduate Student Senate shall appoint two members;

D. The Election Commission shall be responsible for reviewing the Elections Rules and Procedures to include official formats, regulations and rules outlining the parameters of the SGA sponsored debates each fall and making recommendations for changes to the Student Senate, and the Graduate Student Senate. The President of the Student Body shall present candidates for membership on the Election Commission to the Student Senate for approval by the second senate meeting of fall semester..

ARTICLE X

STUDENT GOVERNMENT BUDGETARY REVIEW BOARD

The SGA Budgetary Review Board shall meet at least once a semester with the Vice Chancellor for Administration and Student Affairs, the Chief Budget Officer and any other administration or budget officers which are deemed necessary by the Board in order to inquire, and gather any fiscal information which may affect the student body. The Board is to then make any suggestion which it feels are necessary and relay all collected information to the various branches of Student Government. At least one person from each branch of SGA should be held responsible for reporting the actions of these meetings to their respective branch.

The composition of the board shall be as follows:

1. The ten (10) members of the SGA Executive Committee;
2. Four (4) Student Senators at large to be selected by the Vice-President of SGA;
4. Two (2) Graduate Student GSS members at large to be selected by the President of GSS;
5. One (1) Student Senator at large to be selected by the President of the Student Body;

ARTICLE XI

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with this Constitution and any special rules this organization may adopt.

ARTICLE XII

ADVISOR

The Dean of Students shall serve as the advisor for the Student Government Association. He/She shall have the responsibility for assuring that the Student Government Association acts in compliance with University regulations.

ARTICLE XIII
CONSTITUTIONAL AUTHORITY

This Constitution shall supersede any and all previous Constitutions and Bylaws of the Student Government Association of the University of Tennessee as of the date of ratification of this Constitution, as indicated below.

**ARTICLE XIV
AMENDMENTS**

Section 1. Amendments to this Constitution shall become effective by either of the following processes;

A. An open hearing will be conducted after one week's public notice in the school newspaper. The Student Senate, and the Graduate Student Senate must then approve the amendment by two-thirds of the number present at two successive regular meetings of the respective branches.

B. The amendment will be placed on a public referendum, which can be called for by a majority vote of the Student Senate or by a petition of 250 or more students, all of who must be designated as full-time students by the University. A majority vote on the referendum will approve the amendment. Amendments made by this process will supersede previous actions of the bodies of the Student Government Association, regardless of their lack of approval.

**ARTICLE XV
RATIFICATION**

This Constitution shall become effective after approval by two-thirds of the number present at two successive regular Student Senate, and Graduate Student Senate meetings.

**ARTICLE XVI
PUBLIC REFERENDUM**

Any student or recognized university organization may place a referendum on the ballot during the Student Government Association elections. In order for an item be placed on the ballot, a petition must be signed by either 250 students or 10% of the number of students who voted in the preceding SGA elections, whichever is greater. The petition must be turned into the election commission on the same that qualifying petitions are due for those who are running for office. Each petition must clearly state the referendum, the sponsor, and have numbered lines where students write their names and student ID numbers. The Election Commission will verify the student signatures and they may reject the referendum if it fails to meet any of the above qualifications, or if it is inappropriate or offensive. They must provide a written response to the sponsor of any rejected referendum detailing the reasons for its rejection. The Student Senate may override the Election Commission's rejection by a simple majority vote. A referendum must be approved by a majority of students voting in the election for it to pass. Any referendum that passes will be implemented in consultation with and subject to final actions and decisions by the Chancellor of the Knoxville Campus, President, and the Board of Trustees of The University of Tennessee.

ACTION BY THE STUDENT SENATE:

FOR _____ AGAINST _____ ABSTENTIONS _____

ACTION TAKEN BY THE PRESIDENT OF THE STUDENT SENATE:

DATE: _____

ACTION BY THE PRESIDENT OF THE GRADUATE STUDENT SENATE:

FOR _____ *AGAINST* _____ *ABSTENTIONS* _____

ACTION TAKEN BY THE PRESIDENT OF THE GRADUATE STUDENT SENATE:

DATE: _____

ACTION TAKEN BY THE PRESIDENT OF THE STUDENT BODY:

DATE: _____

STUDENT SENATE BYLAWS

THE UNIVERSITY OF TENNESSEE

ARTICLE I

POWERS AND DUTIES OF THE STUDENT SENATE

Section 1. The Student Senate shall participate in the establishment of policies and regulations regarding areas of primary interest to student members of the University community, including those related to the regulation of student conduct, student housing, food services, student activities and organizations, student facilities, and the establishing of disciplinary and appeal procedures. The Student Senate shall represent the student body in matters relating to academic concerns. These decisions will be made in consultation with and subject to final actions and decisions by the Chancellor of the Knoxville campus, President, and the Board of Trustees of the University of Tennessee. The Student Senate has the authority and responsibility:

A. To approve by a majority of the number present at a Student Senate Meeting all Presidential appointments of student representatives to all administrative and other campus wide committees as outlined in the Student Government Association Constitution.

B. To approve by a majority of the number present at a Student Senate Meeting all directors of Student Services Committees as recommended by the President of the Student Body.

C. To approve by a majority of the number present at a Student Senate Meeting all appointed officers; and heads of those standing committees, agencies and boards provided for in these Student Senate Bylaws.

D. To have the power to remove the President and/or Vice-President of the Student Body from office; to remove a Senator from one of the nineteen geographically elected districts; to remove officers approved or elected by the Senate; and to recommend removal of a representative of a student organization to the organization which he/she represents.

E. To assume primary and initial responsibility for any undergraduate academic matters, and to institute and carry out such programs and policies as it deems desirable.

F. To adopt and amend these Bylaws of the Student Senate as provided for in the Student Government Association Constitution.

G. To approve the appointment of Election Commissioner, Ethics Committee Chairperson, the Election Commission, and the Ethics Committee by a majority of the number present at a Student Senate Meeting.

H. To approve the Election Rules and Procedures Package by a majority vote of the Student by the first meeting in February prior to the SGA Elections.

I. To take all actions which shall be necessary and proper for carrying out its functions.

J. To nominate individuals for the CoKL of the Student Government Association in cooperation with the and Graduate Student Senate at the first joint meeting of the term of both branches on the second Tuesday of April, and to elect the CoKL of the Student Government Association in cooperation with the Graduate Student Senate at the second joint meeting of the term of both branches on the fourth Tuesday of April.

K. When faculty, staff, students, members of the Knoxville community and/or organizations are honored for their accomplishments and/or contributions to The University of Tennessee and the Knoxville community, a proclamation may be created in honor of that person if senators deems fit. Proclamations shall be approved at the time of the meeting by a "yea" or "nay" vote and put into productions, if approved. The proclamation shall be a letter created by a Senator and signed by either the SGA President, Senate President, or Senate Chairperson, whichever is most appropriate.

This method shall be used in place of resolutions of like kind and will not count for legislation requirements.

ARTICLE II CHIEF EXECUTIVE OFFICER

Section 1. The Chief Executive Officer of the Student Senate shall be the Vice-President of the Student Body. The Vice-President shall:

- A. Serve as the President of the Student Senate.
- B. Coordinate personnel training including orientation, and skills development training for Student Senators.
- C. Create and dissolve, with the approval of a Senate majority, any Senate committees and commissions that he/she deems necessary.
- D. Perform any additional duties, subject to the Student Government Association Constitution, its Amendments and these Bylaws. Have the authority to call special sessions of the Student Senate.
- E. Give a monthly written report to Senate on the status of bills until completed as dismissed.

ARTICLE III SENATE EXECUTIVE COMMITTEE

Section 1. The membership of the Senate Executive Committee shall consist of the Vice-President, the Senate Chairman, the Secretary, Sergeant-at-Arms, and the Parliamentarian, and two members at large to be appointed from the body of the Senate by the Vice-President.

- A. The Vice-President of the Student Body shall serve as President of the Student Senate. He/She will have the duties and responsibilities as prescribed for the Chief Executive Officer in these Student Senate Bylaws. The Vice-President will vote only in the case of a tie.
- B. The Senate Chairman of the Student Senate shall:
 - 1. Be elected by the Senate at the second regular meeting of the Student Senate following the elections. Nominations may be made by the Vice-President of the Student Body, or any elected Senator.
 - 2. Be a voting member of the Student Senate, upon election to the position.
 - 3. Make reports to and assist the Vice-President.
 - 4. Oversee all matters pertaining to academic matters and coordinate actions of academic senators.
 - 5. Appoint a Chairperson to organize Major in Success.
 - 6. Serve as the Chairperson of the Student Senate Executive Committee.
 - 7. Perform any additional duties, subject to the Student Government Association Constitution, its Amendments and these Bylaws.
 - 8. To remove the Senate Chairman, a request including the reasons for removal must be filed with the Student Senate Secretary in the SGA Office by either the Vice-President of the Student Body or any two members in good standing of the Senate. Upon completion of above, the Secretary shall submit the request with

reasons to the Senate. A two-thirds affirmative vote by the Senate shall result in removal.

C. The Secretary of the Student Senate shall:

1. Be elected by the Senate at the second regular meeting of the Student Senate following the elections. Nominations may be made by the Vice-President of the Student Body or any elected Senator.
2. Maintain a permanent record of all proceedings of the Student Senate Meetings and make them available to any person upon request.
3. Keep a record of attendance of Student Senate Meetings.
4. Provide copies of minutes to each of the following:
 - a. Office of the Vice Chancellor for Administration and Student Affairs;
 - b. President of Faculty Senate;
 - c. Office of the Dean of Students.
5. Generate press releases about key Senate bills and resolutions, in consultation with the President of the Student Senate and the Senate Chair, to be distributed to the Daily Beacons and other publications seeking information about Senate Legislation.
7. Perform any additional duties, subject to the Student Government Association Constitution, its Amendments and these Bylaws.
7. To remove the Secretary, a request including the reasons for removal must be filed with Student Senate Vice-President in the SGA Office by either the Vice-President of the Student Body or any three members in good standing of the Senate. Upon competition of above, the Vice-President shall submit the request with reasons to the Senate. A two-thirds affirmative vote by the Senate shall result in removal

D. The Parliamentarian of the Student Senate shall:

1. Be elected by the Senate at the second regular meeting of the Student Senate following the elections. Nominations may be made by the Vice-President of the Student Body or any Student Senator.
2. Interpret and enforce the Student Government Association Constitution and the Student Senate Bylaws.
3. Guide all meetings of the Student Senate according to the rules of the accepted parliamentary authority.
4. Perform any additional duties, subject to the Student Government Association Constitution, its Amendments and these Bylaws.
5. To remove the Parliamentarian, a request including the reasons for removal must be filed with the Student Senate Secretary in the SGA Office by the Vice-President of the Student Body or any three members in good standing of the Senate. Upon competition of above, the Secretary shall submit the request with reason to the Senate. A two-thirds affirmative vote by the Senate shall result in removal.

E. The Sergeant-At-Arms of the Student Senate shall:

1. Be elected by the Senate at the second regular meeting of the Student Senate following the elections. Nominations may be made by the Vice-President of the Student Body, or any elected Senator.
2. Assist and follow the directives of the Senate Parliamentarian in enforcing the Student Government Association Constitution and the Student Senate Bylaws at all Student Senate Meetings. Additionally, the Sergeant-At-Arms shall be responsible for escorting from the floor Senators who conduct themselves in an improper manner, upon the request of the Senate Parliamentarian.
3. Maintain a permanent record of all Senators leaving any Senate Meeting early, including whether their leaving has been previously excused or not, and make such record available to any person upon request
4. Maintain a permanent record of all Senators arriving after roll call to any regularly scheduled Senate Meeting, including whether their late arrival has been previously excused, and make such record available to any person upon request.

5. Notify the Secretary of the Student Senate of any Senator who leaves a meeting early but is unexcused, and that such Senators are to be counted as absent; and that any Senator who arrives after roll call and is unexcused to a regularly scheduled Senate Meeting, shall be assessed one-half of an absence.
6. An acceptable excuse shall be similar in importance to a medical appointment, a death in the family, an accident in transit to the meeting, a court appointment, an appointment with an administrator of the University, a non-regularly scheduled class, etc. A regularly scheduled night class which will conflict with Senate Meetings throughout the academic term will not constitute a valid excuse unless an exam is scheduled for the night of the Senate meeting or unless the senator's departure from the meeting for that class is not until one hour and forty-five minutes after the call to order and had been excused by members of the Senate Executive committee.
7. Perform any additional duties, subject to the Student Government Association Constitution, its Amendments and these Bylaws.
8. To remove the Sergeant-At-Arms, a request including the reason for removal must be filed with the Student Senate Secretary in the SGA Office by either the Vice-President of the Student body or any three members in good standing of the Senate. Upon completion of above, the Secretary shall submit the request with reasons to the Senate. A two-thirds affirmative vote by the Senate shall result in removal.

Section 2. The Senate Executive Committee shall:

- A. Act for the Student Senate when there is no time for a regular or special meeting to establish a Student Senate policy or position, and report such actions considered policy or position unless overruled by the Student Senate.
- B. Help formulate, set, and enact Student Senate policy.
- C. Discuss and seek out subjects deemed appropriate for future consideration at Senate Meetings.
- D. Set the calendar of regular Senate Meeting each semester within the first ten class days of that semester.
- E. Determine any additional duties as may be specified in the SGA Constitution, these Student Senate Bylaws, and any amendments of either the Constitution or these Bylaws.

ARTICLE IV SENATE COMPOSITION AND PROVISIONS

Section 1.

- A. Candidates for the Student Senate shall be currently enrolled as full-time students excluding summer semester, and affirm that he/she will be in attendance at the University for one year during the year immediately following the semester of his/her election, excluding summer term.
 1. A Residential Senator must affirm that he/she will be living in the district from which he/she is running for 1 year following his/her election (excluding summer term). If a senator must vacate his/her seat due to moving out of the district he/she represents and is in good standing with the Senate, he/she has the option of serving on the Screening Committee that chooses his/her potential replacement.
 2. An Academic Senator must be pursuing an undergraduate degree in the academic unit which the candidate is seeking to represent, and affirm that he/she will be pursuing that degree for 1 year following his/her election. In the event that an academic senator is no longer associated with the college he/she was elected to represent, he/she has the option of serving on the Screening Committee that chooses his/her potential replacement.

- B. Apportionment shall be as follows:

Freshman Council	1
GSS	1

Student Services	1
1. Residential senators shall be representatives elected from geographical districts. Apportionment shall be:	
Strong	1
Melrose	1
Gibbs	1
Clement	2
Greve	1
Massey	2
Humes	2
North Carrick	2
South Carrick	2
Morrill	3
Fraternity Park	2
Hess	3
Andy Holt	4
Reese	2
Commuter	10
Fort Sanders	4
Rental Properties	2

2. Academic Senators shall be representatives elected from academic units. Apportionment shall be:

College of Agriculture and Design	2
School of Architecture	2
College of Arts and Sciences	10
College of Business Administration	5
College of Communication and Information	2
College of Education, Health and Human Sciences	4
College of Engineering	3
College of Nursing	2
College of Social Work	2

- a. Academic units shall be represented by no less than 2 representatives on the Student Senate.
- b. One elected academic senator from each academic unit shall serve as the representative to the Dean's Advisory Council of that academic unit.

C. To remain in office an elected representative must be enrolled as a full-time student and live in the district that he/she represents beginning the semester immediately following his/her election (excluding summer term.)

D. As provided for in the Student Government Association Constitution, all elected Senators shall serve concurrent one year terms commencing on the second Tuesday of April and terminating on the second Tuesday of the following April.

E. The Student Government Association Election Rules and Procedures shall govern the elections of the Student Senate.

F. A representative from the Senate may be removed from office for failure to meet any of the continuing qualifications as specified in these Bylaws; for disregard for U.T. rules and regulations, blatant neglect of duty, malfeasant violation and disregard of SGA directives, and/or willful and intentional violation of the Student Government Association Constitution and/or Bylaws of the Student Senate; and/or for failure to attend two regular Senate Meetings (excluding summer term) except when a member is on leave of absence or excused as authorized by the Senate. If a Senator is removed for any of the above reasons, he/she is no longer eligible to serve on the Screening Committee nominating his/her replacement.

1. To remove an elected representative from the Student Senate, a request including the reasons for removal must be filed with the Student Senate Secretary in the SGA Office by any of the following:
 - a. The Vice-President of the Student Body;
 - b. Three members in good standing of the Senate;
 - c. A petition signed by 10% of the number of students who voted in the immediately preceding election from the represented district. (An exception to the above occurs in the case of failure to attend two regular Senate Meetings (excluding summer term) except when a member is on leave of absence authorized by the Senate. In this case, the member is automatically removed from the Senate and may appeal the decision of the Senate to the SGA Executive Committee. An affirmative vote by a majority of the Executive Committee shall uphold the decision of the Senate.)
2. Upon completion of the above, the Secretary shall submit the request with reasons to the Senate. An affirmative majority vote by the Senate shall result in removal.
3. The Senator has seven days to appeal his/her removal to the SGA Executive Committee. An affirmative vote by a majority of the Executive Committee members shall affirm the decision of the Senate. The decision of the Executive Committee shall be final.

Section 2. In the event that a member of the Senate asks for a leave of absence for a cause due to course study (e.g., Co-op work period, student teaching, etc.), the leave of absence must be approved by a majority vote of the Senate members present and voting. In the event a leave of absence is granted, the Screening Committee, including the vacating senator in good standing if he/she so chooses, will recommend to the Senate a replacement to be approved by a majority vote at a regular Senate Meeting. The replacement must meet all normal qualifications and will serve in all capacities of the replaced Senate Member for the specified amount of time. If the Senate does not approve the requested leave of absence and there is evidence to show that the Senator will not be able to perform their duties, the Senator may be removed following the prescribed procedures, and is no longer eligible to serve on the Screening Committee recommending his/her replacement.

Section 3. All Senators shall have one vote and must be present to vote. All officers, except the presiding officer who shall vote only in the case of a tie, shall have one vote. Vote shall be by voice or show of hands unless a Senate Member or the presiding officer calls for a roll call vote.

Section 4. All Senators shall be permitted unexcused absences for two regular Senate meetings (excluding summer term) during their one year term as set forth under Article III, Section E, 3-6 of the Student Senate Bylaws.

Section 5. A proxy may represent any officer or elected Senator who will not be able to attend a specific meeting of the Senate. The combined number of proxies and absences may be unexcused. Any Senator whose number of absences, whether unexcused, excused, or with representation by a proxy, exceeds the limit of three will be subject to possible dismissal from the Senate after review by the Senate Executive Committee. The proxy must come from the same geographic district or college as the elected Senator. In the event that a Senate meeting lasts more than one hour and forty-five minutes after the time of its call to order, the Senate Executive Committee may grant a Senator an excuse absence if the members of the committee find the Senator's other obligation of significant importance. An excused absence will only be considered if the request is given to the Senate Sergeant-at-Arms prior to the Senate meeting.

Section 6. A majority of the Senators shall constitute a quorum. When a vacancy exists, the number needed for a quorum shall be changed accordingly.

Section 7. All legislation to be presented to the Student Senate, whether originally written by the actual sponsor, or written by a third party or entity and only sponsored by a regular voting member of the Senate, must be submitted to the SGA office by 5:00 P.M. on the Friday immediately preceding a Tuesday on which a Senate meeting will take place. With the permission of the president and/or vice president of the student body, an individual may submit

legislation by noon on the Monday immediately preceding a Tuesday on which a Senate meeting will take place.

Section 8. Failure or any elected Senator or officer to be present at the time of roll call without a proxy to fill her/his seat will be considered one half of an unexcused absence, with the exception of tardiness due to circumstances that the Senate Executive Committee deems unavoidable or beyond the control of the Senator in question.

Section 9

A-1. Residential senators must attend a total of four (4) meetings per semester with constituent organizations, defined as organizations dealing with student life. Each senator must meet with at least two (2) different organizations. These organizations may include but are not limited to a senator's residence hall association executive board, United Residence Halls Council, or any other organization directly pertaining to residence or apartment hall life. The senator must remain in attendance for the duration of each meeting. A form shall be distributed to all residential senators to bring with them to these meetings and shall be signed by the presiding officer of the organization to confirm attendance. This form must be returned to the Sergeant-at-Arms of the Student Senate upon the next convening of the Student Senate. It shall be the responsibility of the Sergeant-at-Arms to facilitate this initiative.

A-2. Commuter, Rental Properties, and Fort Sanders senators are not required to meet with constituent organizations. They shall, however, fulfill their requisite outreach by participating in one of the following options:

- a) Senators shall maintain office hours for a period of at least two (2) hours per month in the main commuter parking garage. Said senators are expected to approach and speak with commuting students and compile a report each month of ideas, concerns, and suggestions from students to present to the Sergeant-at-Arms.
- b) Senators shall attend monthly meetings of the Knoxville City Council or Knox County Commission amounting to the sum of four (4) total meetings. The senator must remain in attendance for the duration of each meeting. Attendance at these meetings shall be certified by the SGA City of Knoxville Liaison and reported to the Senate Sergeant-at-Arms.

At the beginning of each semester, commuter senators must submit to the Senate Executive Committee the tentative time and dates of these office hours and/or local governmental meetings so as to aid in the publicity of each occasion and to provide for proper recognition of senators at official meetings. It shall be the responsibility of the Sergeant-at-Arms to facilitate this initiative as well.

B. Academic Senators are required to meet with their respective deans at least once per semester to report on the activities of the Student Senate and the concerns of their respective colleges' constituents. A report pertaining to this meeting shall be prepared in writing, with a list of concerns and recommendations, and presented to the senate Sergeant-at-arms. Academic senators must attend one (1) constituent organization's meeting each month amounting to the sum of four (4) total meetings. The senator must remain in attendance for the duration of each meeting. A form shall be distributed to all academic senators to bring with them to these meetings and shall be signed by the presiding officer of the organization to confirm attendance. This form must be returned to the Sergeant-at-Arms of the Student Senate upon the next convening of the Student Senate. It shall be the responsibility of the Sergeant-at-Arms to facilitate this initiative.

C. These requirements shall take effect upon the convening of the 2004-2005 Student Senate. However, senators in office at the time of passage may elect to fulfill their

current office hour requirements with the above provisions. This regime shall be administered by the Student Senate Sergeant-at-Arms

Section 10. Each elected Senator is required to present one piece of legislation each semester. Failure to do so will result in removal from the Student Senate and the Senator will be barred from serving on the student senate the remainder of the term.

ARTICLE V COMMITTEES

Section 1. There shall be one Standing Committee of the Student Senate. It shall be chaired by the Senate Chairman of the Senate, and shall meet no less that twice a semester. All members of the Screening Committee shall be approved by a majority vote of the Senate at a regular Senate Meeting. The following is the Standing Committee of the Student Senate and its functions:

A. Screening Committee There shall be a Screening Committee composed of three Senators, one office other than the Senate Chairman, and the vacating Senator in good standing if he/she chooses. The Screening Committee shall be charged with advertising, making sure applications meet all the requirements, interviewing, and nominating for vacant Senate positions. The position shall be advertised at least twice in The Daily Beacon, unless such vacancy involves one or more Commuter Senate seats in which will be taken for at least one week after the first ad appears. Candidates appearing on the ballot in the immediately previous election not being elected to a seat shall be notified by the SGA Historian of open seats available. These candidates shall be exempted from the application available. Such candidates will be contacted by the SGA Historian and will be offered an opportunity for an interview with the Screening Committee. The Committee will interview at least two candidates, unless only one has applied. Interviews must be conducted by at least three members of the Screening Committee or their temporary replacements. The Screening Committee will present their nomination to the Senate for approval. A majority affirmative vote by the Senate shall mean approval.

Other Standing Committees may be added by amendment to these Bylaws.

Section 2. Other committees of the Student Senate may be created or abolished as deemed necessary by the Senate. The Vice-President of the Student body, the Senate Chairman, or three members in good standing of the Senate may recommend creation or abolition of ad hoc committees, with a majority affirmative vote at a regular Senate Meeting required for approval.

ARTICLE VI AMENDMENTS

Amendments to these Bylaws may be proposed by any member of the Student Senate including the Senate Officers, and shall become effective after approval by a two-thirds vote at two successive regular Senate Meetings.

ARTICLE VII CONSTITUTION

Section 1. The Constitutional rights and role of the Student Senate are explained in Article V of the Student Government Association Constitution.

Section 2. No material under Article V of the Student Government Association Constitution may be changed without the approval of two-thirds of the Student Senate.

Section 3. The Constitution of the SGA supersedes the authority of these Bylaws.

GRADUATE STUDENT SENATE BYLAWS

THE UNIVERSITY OF TENNESSEE

ARTICLE I MISSION

Section 1. The Graduate Student Senate shall represent the student body in all matters relating to the concerns of graduate and advanced professional students, hereinafter referred to as graduate students. The GSS shall participate in the establishment of policies and regulations relating to the graduate program, in consultation with and subject to the final approval of the Dean of the Graduate School, the Chancellor of the Knoxville campus, the President, and the Board of Trustees of the University of Tennessee. The GSS shall also make recommendations to appropriate decision-making officers in matters concerning graduate and advanced professional students.

Section 2. With the exception voting rights on matters before the GSS, all members of the graduate student body shall have full rights of participation in GSS affairs and committee membership and full eligibility for any post for which they meet the qualifications.

ARTICLE II LEGISLATIVE POWER

Section 1. The legislative power of the Graduate Student Senate shall be vested in the representatives. The representative body shall consist of representatives from each graduate and advanced professional program of study at the University of Tennessee. The President or Vice President shall serve as the presiding officer and shall have the right to vote in the representative body in the event of a tie.

Section 2. These representatives shall be selected by the students in their own programs, either in the spring or at the beginning of the fall, depending upon the nature of the particular graduate programs. The selection of the GSS representatives should coincide with the programs' graduate student organizational elections, where applicable. If an election in a particular program of study is deemed necessary by that program, the GSS shall assist with the selection of a representative by administering an election. The dean or department head of the program shall submit the name of the selected individual to the Graduate Student Senate.

Section 3. In some instances it may be logical to have one representative represent more than one program of study. In addition, the organization of the programs of study at the University of Tennessee changes periodically. For this reason the GSS shall develop a list of representative seats (using the Graduate Catalog) for the following year prior to the annual SGA elections.

Section 4. The GSS representative shall have the power and duties:

- A. To attend each GSS meeting or to designate a proxy to attend in his or her absence;
- B. To actively and accurately represent the viewpoints of their program of study in all matters before the GSS and to conduct meetings of graduate students in their college, department, or school to solicit their views and concerns;
- C. To inform his or her constituents of GSS issues, activities, bills and amendments through use of any one of the following methods: e-mail contact, web page, list server, personal meetings, newsletters, telephone contact, and/or group discussions. Each delegate is required to make contact with his or her constituents so as to inform them that he or she is their representative.

D. To maintain an active e-mail account for the purposes of receiving and sending information, as well as providing GSS and GSS with a fast, convenient way to communicate with representatives.

Section 5. The legislative body of the GSS shall have the power:

- A. To pass resolutions which shall represent the official position of the GSS;
- B. To approve all or part of the finding and recommendation of any GSS committee before such recommendation shall become the official position of the GSS;
- C. To approve all proposed appropriations of funds before expenditures can be made;
- D. To remove from office, in accordance with Article VI of these Bylaws, any GSS officer, committee member, or chairperson who fails to fulfill his or her duties as outlined in Article II and III of these Bylaws;
- E. To nominate individuals for the CoKL (City of Knoxville Liaison) of the Student Government Association in cooperation with the and Student Senate at the first joint meeting of the term of all two branches on the second Tuesday of April, and to elect the CoKL of the Student Government Association in cooperation with the and Student Senate as the second joint meeting of the term of all two branches on the fourth Tuesday of April.

Section 6. There shall be three standing committees and an Election Coordinator in the Graduate Student Senate:

- A. Steering Committee – The Steering Committee is chaired by the President of the Graduate Student Senate and consists of members of the Executive Committee and other additional members of the GSS appointed by the President. The Steering Committee serves three functions:
 - i. To manage the functions and activities of the Graduate Student Senate
 - ii. To examine the constitutionality of bills and resolutions presented to the GSS
 - iii. To perform any additional duties as may be specified in the SGA Constitution and these Bylaws
- B. Social Committee – The Social Committee is chaired by a member of the Executive Committee or a GSS representative appointed by the Executive Committee and serves three functions:
 - i. To develop and improve relations among the representatives of GSS for the purpose of exchange information and ideas about graduate life at the University of Tennessee
 - ii. To help unite through planned activities and/or events (academic or social in nature) the campus-wide graduate student community for the purpose of assisting and empowering graduate students.
 - iii. To serve as a “public relations” arm within GSS in helping to promote GSS as an organization
- C. Issues Committee – The Issues Committee is chaired by a member of the Executive Committee or a GSS representative appointed by the Executive Committee and serves three functions:
 - i. To discuss issues important to graduate students and propose appropriate actions
 - ii. To involve University of Tennessee students in the areas of fund raising, service projects, and outreach programs
 - iii. To create sub-committees to work on specific issues that might arise and need specialized attention
- D. Election Coordinator – The Elections Coordinator is a GSS representative selected by the Executive Committee and serves two functions:
 - i. To oversee the election process for the graduate sector of the Student Government Association

- ii. To make recommendations to the SGA election committee on ways to make the election process fair and convenient to graduate students at the University of Tennessee

ARTICLE III OFFICERS

Section 1. The GSS shall have two elected officers, the president and vice-president, elected each spring during the annual student government elections for a term of one year, and one appointed officer, the secretary, appointed in accordance with these Bylaws.

Section 2. The President shall have the powers and duties:

- A. To be the chief executive officer and ensure that the affairs of the GSS are carried out in accordance with the SGA Constitution and Bylaws and the policies of the GSS;
- B. To be the official representative of the GSS and, in this regard, to have responsibility for presenting the resolutions of the GSS to appropriate organizations and persons when so directed by the GSS;
- C. To call and preside at GSS meetings and vote only in the case of a tie;
- D. To establish and abolish such committees and officials as may be necessary, subject to the approval of the GSS;
- E. To appoint representative and official proxies to all external organizations on which the GSS has representation, subject to confirmation by a majority vote of the GSS representatives;
- F. To temporarily assume the powers and duties of the vice-president in the event of the vice-president's resignation or removal;
- G. To notify officers, committee members, and other appointed officials of their appointments and the responsibility of their appointment;
- H. To serve as a member of the SGA Executive Committee;
- I. To serve as a representative of all graduate and professional students on the Graduate Council;
- J. To serve as a member of the GSS steering committee.

Section 3. The Vice-president shall have the power and duties:

- A. To act as president in the president's absence or at his or her request;
- B. To assume the office of president in the event of the president's resignation or removal;
- C. To represent the GSS on the Student Senate and to report to the GSS concerning the actions of this body;
- D. To serve as the president's proxy on the SGA Executive committee;
- E. To serve as the president's proxy on the Graduate Council;
- F. To serve as a member of the GSS Steering Committee;
- G. To vote as a member of the representative body when not acting as a presiding officer.

Section 4. The Secretary shall be appointed by the president and confirmed by the GSS, and shall have the powers and duties:

- A. To keep a record of all proceedings of the GSS;
- B. To maintain a record book in which the SGA Constitution, GSS Bylaws, and any special rules of order, and minutes are entered, with any amendments to those documents properly recorded, and to have the current book on hand at every meeting;
- C. To make the minutes and records available to GSS members and officers upon request;
- D. To maintain an accurate listing of officers, representatives, and representatives to external bodies;

- E. In the absence of the president and vice-president, to call the meeting to order and preside until the election of a Senate Chairperson is conducted, which should take place immediately;
- F. To provide a copy of these Bylaws to all newly elected representatives and officers and upon request by any member of any graduate department, school or college;
- G. To serve as a member of the steering committee.

ARTICLE IV APPOINTMENTS

Section 1. The GSS president shall appoint representatives to the Faculty Senate, Graduate Council, and other external organizations as requested, subject to confirmation by a majority vote of the GSS representatives except where such positions are reserved to GSS officers.

- A. These external representatives shall have the powers and duties:
 - 1. To serve on the respective external organization in the interests of the graduate student body;
 - 2. To report the actions of the respective organizations.
- B. Appointments of the secretary and representatives to external organizations shall be restricted to voting members of the GSS as defined in Article II of these Bylaws. However, if no voting member is willing to serve as secretary or external representative, the position may be opened to any graduate student at the meeting following the one at which the appointment was to have taken place.
- C. Nominations for these positions may be made by the president or any voting member of the GSS. All appointments shall be made by a majority vote of the GSS, with a secret ballot election to be held if more persons are nominated than there are positions to be filled.

ARTICLE V MEETINGS

Section 1. Regular meetings of the GSS shall be held at least (3) times during the semester except during summer sessions. The number of regular meetings during the summer shall be determined by the GSS.

Section 2. A regular meeting is a meeting whose date and time were set by the GSS and for which notice was sent to the voting membership at least seven (7) days in advance of the meeting.

Section 3. Special meetings shall be held to consider problems requiring immediate attention, and may be called by the president or by any three voting members. At least 48 hours notice must be given to the voting membership of any special meeting.

Section 4. A quorum at any meeting is defined as one-third of the voting positions currently filled, present in person or by proxy. If a program's appointed representative is unable to attend meetings due to scheduling conflicts they can appoint a permanent proxy.

Section 5. In order for a motion to be officially considered as passed by the GSS, the following procedures must be followed:

- A. The motion must be presented at a regular or special GSS meeting;
- B. A quorum must be present;
- C. The motion must be proposed by a voting member and seconded by a voting member;
- D. Only voting members of the GSS may vote;
- E. A majority of those casting a vote must favor the motion. A simple majority (greater than fifty percent) applies unless otherwise stated;

F. Each vote must be cast in person at the meeting by the voting member or proxy whose right it is to cast the vote.

Section 6. The voting procedure on motions before the GSS shall be either voice, show of hands, roll call, or secret ballot. The following rules shall apply:

- A. Secret ballot voting shall be used in all elections if requested by any GSS member;
- B. When considering a motion, the presiding officer shall decide on what type of voting to use. A roll call vote must be taken whenever it is requested by one voting member and seconded by another voting member;
- C. The presiding officer or his or her designated assistants shall tally the votes;
- D. On a roll call vote, the name of the program of study and the representative's name shall be called and the representatives shall vote by voice. A record shall be kept of all roll call votes and included in the minutes

Section 7. All voting members shall be required to attend or appoint a proxy to attend each regular meeting not held during a summer session. No current Graduate Student Senate officer or representative may be appointed as proxy, nor may a person be appointed proxy for more than one representative at any given time, nor may a person be appointed as proxy without his or her consent. Any representative appointing a proxy must inform the presiding officer or secretary in writing of his or her proxy. "In writing" means by letter prior to roll call at the meeting or by e-mail at least one hour prior to the meeting. Any voting instructions that have been given must be followed by the proxy.

Section 8. A General Assembly of the graduate student body may be called by the steering committee, by a majority of the elected representatives, or by a written petition sign by at least fifty graduate students. The graduate student body must be given at least one week's notice of a General Assembly through an advertisement in the *Daily Beacon* and through communication with the deans and department heads of the graduate and advanced professional programs of study. At a General Assembly, all graduate students present shall have the right of voting members, and General Assembly shall have the full power as the GSS legislative body..

ARTICLE VI REMOVAL AND REPLACEMENT

Section 1. Any elected officer or appointee of the GSS may be removed from office by the GSS for failure to fulfill his or her duties and responsibilities as defined in Article III.

Section 2. An elected officer may be removed by a two thirds vote at two successive regular meetings of the GSS (excluding summer sessions), provided a quorum is met, following the meeting at which a motion for removal is introduced.

Section 3. Any appointee may be removed by a two thirds vote at any meeting of the GSS (excluding summer sessions), provided a quorum is met.

Section 4. Any representation of a department may be replaced by act of the executive board of the Graduate Student Senate, in cooperation with the governing body (or equivalent) of the department represented for failure to attend or appoint a proxy to attend two regular meetings (excluding summer sessions). Removal may be appealed to executive board of Graduate Student Senate within seven (7) days of the date the notice of removal is delivered.

Section 5. All persons removed from office may appeal their removal to the Student Tribunal within seven (7) days of the date the notice of removal is mailed.

Section 6. If a representative position becomes vacant, the process specified in Section 2 of Article II shall be followed in order to attempt to fill that vacancy.

Section 7. If the office of president becomes vacant, then the vice-president shall succeed to the presidency and accept all responsibilities therein. If the office of vice-president becomes vacant, then the GSS shall elect a replacement.

Section 8. If the office of president and that of vice-president become simultaneously vacant, or if the graduate student body elects neither a president nor a vice president at the annual student

body election, then the steering committee shall call a General Assembly, as described in Section 8 of Article V, in order to elect a president and vice president.

ARTICLE VII ELECTIONS

Section 1. The elected representatives shall be elected in the spring on a date set by the Student Senate and under the Election Rules and Procedures. The Graduate Student Senate may, by a majority vote, recommend changes in the election proceedings to the Student Senate.

ARTICLE VIII JUDICIAL JURISDICTION

Section 1. The Student Tribunal shall have original jurisdiction in any conflicts arising out of these Bylaws or any action taken by the GSS.

Section 2. The Student Affairs Council shall have appellate jurisdiction from the decision of the Student Tribunal.

ARTICLE IX SUMMER CONTINUATION

Section 1. The GSS may hold meetings during summer sessions as needed. The regular quorum requirements of Article V shall apply to all summer meetings.

Section 2. The GSS may conduct all business during the summer sessions except for the following items:

- A. Amendments of the GSS articles to the Student Government Association Constitution;
- B. Amendments to these Bylaws;
- C. Removal of any elected officer, appointee, or college representative.

Section 3. Copies of the minutes for summer meeting shall be mailed to any voting members who are not in attendance for the summer.

ARTICLE X CONSTITUTION

Section 1. The constitutional rights and the role of the GSS are outlined in Article VII of the Student Government Association Constitution.

Section 2. No material under Article VII of the Student Government Association Constitution may be changed without the approval of two-thirds of the Graduate Student Senate.

Section 3. The Constitution of the SGA supersedes the authority of these Bylaws.

ARTICLE XI BYLAWS

Section 1. These Bylaws may be amended by the approval of two-thirds of the voting members present at a regular meeting of the GSS (excluding summer sessions) following the meeting at which the proposed amendment is introduced, provided a quorum is met.

Section 2. These Bylaws may be suspended for a specified purpose by the approval of two-thirds of the voting members present at a meeting, provided that (1) a quorum is present (2) the suspension does not violate the SGA Constitution, and (3) the members were sent proper notice of the members.

FRESHMAN COUNCIL BYLAWS
THE UNIVERSITY OF TENNESSEE

ARTICLE I
MISSION

The Freshman Council, a representative body of the Student Government Association of the University of Tennessee has been established as a forum to voice freshman opinions; to participate in student government and campus-wide activities; to inform freshmen of the operations of the SGA; and to communicate freshman concerns directly to the SGA. All decisions will be made in consultation with and subject to final actions and decisions by the Chancellor of the Knoxville campus, the President of the University, and the Board of Trustees of the University of Tennessee.

ARTICLE II
MEMBERSHIP

To attain membership on the Freshman Council, a student must:

- A. Be a first-time freshman
- B. Be a full-time student attending the University of Tennessee
 - 1. A twelve hour course load constitutes a full-time student.
 - 2. Members must maintain good academic standing during the terms of membership.
- C. Membership shall not exceed the limit of forty members, not drop below a limit of thirty-five members.
 - 1. Should membership drop below a limit of thirty-five members, the Steering Committee will appoint new members to fill the vacancies.
 - 2. The decisions of the Steering Committee are subject to the approval of the majority of the Council.
- D. The Freshman Council is an equal opportunity organization. Applicants for membership are not discriminated against on the basis of race, sex, color, religion, national origin, age, or handicap.

ARTICLE III
APPLICATION AND SELECTION PROCESS

Section 1. The application process shall proceed as follows:

- A. At the beginning of the fall semester, the applicant must submit an application by the date designated by the Vice-President of SGA.
- B. Applications will be reviewed by members of SGA designated by the Vice-President of SGA before screening process begins.

Section 2. The screening shall proceed as follows:

- A. Applicants are screened individually through personal interviews. Interviews will be conducted by members of the previous year's Freshman Council, and/or by appointees of the Vice-President of SGA.
- B. All applicants will be informed of their standing after the conclusion of the selection process.

ARTICLE IV ATTENDANCE AND VOTING RIGHTS

Section 1. The Council shall meet no less than five times each semester.

- A. Attendance is mandatory at all meetings or functions.
- B. Any officer or member who will not be able to attend a specific meeting of the Council may be represented by a proxy.
 - 1. A proxy shall have the same rights and privileges as a member in good standing.
 - 2. A member may be represented by a proxy no more than three times a year.
 - 3. A legitimate proxy must be a freshman enrolled at The University of Tennessee, Knoxville.
- C) Expulsion will occur after two unexcused absences per semester.
- D) An acceptable excuse shall be similar in importance to a medical appointment, a death in the family, an accident in transit to meeting, a court appointment, a non-regularly scheduled class, etc. A regularly scheduled class which will conflict with Council meetings throughout the academic term will not constitute a valid excuse unless an exam is scheduled for the night of the Council meeting.

Section 2. Students have the opportunity to appeal an expulsion.

- A. A member who believes his/her dismissal is unwarranted has seven days to appeal his/her removal to the SGA Executive Committee.
- B. An affirmative vote by a majority of the Executive Committee shall be final.

Section 3. A majority of members in attendance a Council meeting shall constitute a quorum. If a vacancy exists, the number needed for a quorum shall be changed accordingly.

Section 4. All members shall have one vote, and must be present to vote, unless represented by a proxy. All officers, except the Presiding Officer who shall vote only in the case of a tie, shall have one vote. Vote shall be by voice or by a show of hands unless a member or the Chair calls for a roll call vote.

ARTICLE V POWERS AND DUTIES

Section 1. The Council shall:

- A. Update, edit, and re-circulate "Little Things to Know About a Big University"
- B. Establish committees, other than the Standing Committees, that the Council deems necessary.
 - 1. In order to create a committee, five members of the Council in good standing, must issue a request to create a committee.
 - 2. The creation or abolishment of any committee is subject to the approval of the majority of the Council.
 - 3. The Steering Committee shall appoint a Chairperson for each committee created.
 - a) Appointees are subject to the approval of a majority of the Council.

4. The Steering Committee have the power to remove a committee chairperson from his/her position.

C. Elect officers consisting of a Chairperson, Vice-Chairperson, Secretary, and Parliamentarian.

1. Officers shall be elected by the third meeting of the Council.
2. Self nominations will be taken, and officers shall be elected by a simple majority of those present.

D. Compile in the last month of each school year a pamphlet to be given to each member of the next year's Freshman Council for the purpose of establishing continuity year by year and to provide that council with a starting point. This pamphlet shall include a report from each committee telling what goals they had, what they accomplished, what things did and did not work, important phone numbers, and any suggestions the committee wishes to include.

Section 2. The powers of removal shall be:

A. A Member or officer of the Freshman Council may be removed from the Council. For failure to meet any of the continuing qualifications as specified in these By-laws; for disregarding UTK rules and regulations; blatant neglect of duty; malfeasant violation and disregard of SGA directives; and/or willful and intentional violation of the SGA Constitution or Freshman Council Bylaws; and/or for failure to meet the conditions of attendance as specified in Article IV.

1. To remove a member of the Council, a request including the reasons for removal must be filed with Council Secretary by any of the following:

- a) The Chairperson of the Council
- b) Three members in good standing of the Council.

An exception to the above occurs in the case of failure to be in accordance with the attendance policy. In this case, the member is automatically removed from the Freshman Council and may appeal the decision of the Council to the SGA Executive Committee. An affirmative vote by a majority of the Executive Committee shall affirm the decision of the Council.

2. Upon completion of the above, the Secretary shall submit the request with reasons to the Council. A majority affirmative vote by the Council shall result in removal.

3. The member has seven days to appeal his/her removal to the SGA Executive Committee. An affirmative vote by a majority of the Executive Committee members shall affirm the decision of the Council. The decision of the Executive Committee shall be final.

ARTICLE VI STEERING COMMITTEE

Section 1. The membership of the Steering Committee shall consist of the Chairperson, Vice-Chairperson shall consist of the Chairperson, Vice-Chairperson, Secretary, and Parliamentarian of the Freshman Council.

A. The Chairperson of the Freshman Council shall:

1. Preside over all meetings of the Council.
2. Have full voting rights in the Student Senate as specified by the Student Senate Bylaws.
3. Be responsible for establishing meeting times and locations.
4. Call special meetings of the Council as he/she deems necessary.
5. Act as a liaison for the Council to the other branches of SGA.
6. Perform any additional duties, subject to the SGA Constitution, its amendments, and these Bylaws.

B. The Vice-Chairperson shall:

1. Preside at meetings in the absence of the Chairperson.
 2. Assume the responsibilities associated with treasurer.
 3. Chair the Bylaws Revisions Committee.
 4. Perform any additional duties, subject to the SGA Constitution, its amendments, and these Bylaws.
- C. The Secretary shall:
1. Maintain a current and accurate role of membership.
 2. Keep and publish accurate minutes of all Council meetings.
 3. Keep a record of attendance of all Council meetings.
 4. Notify Council members through written notice when the attendance policy is violated.
 5. Perform any additional duties, subject to the SGA Constitution, its amendments, and these Bylaws.
- D. The Parliamentarian shall:
1. Interpret and enforce the SGA Constitution and the Freshman Council Bylaws.
 2. Guide all meetings of the Council according to the most recent edition of Robert's Rules of Order.
 3. Update and revise the Freshman Council Bylaws as directed by the Bylaws Revisions Committee, subject to the approval of majority of the Council.
 4. Perform any additional duties, subject to the SGA Constitution, its amendments, and these Bylaws.

Section 2. The Steering Committee shall:

- A. Act for the Council when there is not time for a regular or special meeting to establish a Freshman Council policy or position and report such actions back to the Council. These actions shall be considered policy unless overruled by the Council.
- B. Help formulate, set, and enact Council policy.
- C. Discuss and seek out subjects deemed appropriate for future consideration at Council meetings.
- D. Perform any additional duties, subject to the SGA Constitution, its amendments, and these Bylaws.
- E. Conduct an executive meeting prior to their general body meeting at an appropriately scheduled time.

ARTICLE VII COMMITTEES

Section 1. There shall be three standing committees of the Freshman Council. Each shall be chaired by an officer of the Council to be determined by the Steering Committee and subject to the approval of the majority of the Council. The committees are as follows:

- A. Bylaws Revisions Committee: The committee shall be composed of the Chairperson, Parliamentarians of both the Freshman Council and the Student Senate, and the Vice-Chairperson. The committee shall update and revise the Freshman Council Bylaws. The committee shall meet no less than three times a year.
- B. Public Relations Committee: shall be composed of no less than four members of the Council. The committee shall update and revise "Little Things To Know About a Big University" and publicize the activities of the Council by acting as a liaison to the *Daily Beacon*.
- C. Dining Services Committee: The committee shall be composed of no less than four members of the Freshman Council. The committee shall establish and represent student input on cafeteria operations and work in conjunction with the UTK Food Services directors. Members shall come from the Freshman Council to be selected to serve a four year term.
- D. Government Affairs Knoxville Delegation: The committee shall be composed of four members that will be elected by the Freshman Council. The committee members will be a part of the Student Government Association Government Affairs Knoxville Delegation.

**ARTICLE VIII
ADVISOR**

The Vice President of the Student Body shall be the advisor to the Freshman Council

**ARTICLE IX
AMENDMENTS TO BYLAWS**

Amendments to these Bylaws may be proposed by any member of the Freshman Council including the Council officers, and shall become effective after approval by a majority vote at two successive regular Council meetings.

**ARTICLE X
CONSTITUTION**

Section 1. The Constitutional rights and role of the Freshman Council are explained in Article VIII of the Student Government Association Constitution.

Section 2. The Constitution of the SGA supersedes the authority of these Bylaws.

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